

# St Andrews Chorleywood PCC

England & Wales · Charity number 1130419

## Details

|             |                                                                                                                     |
|-------------|---------------------------------------------------------------------------------------------------------------------|
| Other names | THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW'S, CHORLEYWOOD, ST ANDREW'S PCC, CHORLEYWOOD |
| Status      | Registered                                                                                                          |
| Legal form  | Previously excepted                                                                                                 |
| Registered  | 2009-06-30                                                                                                          |
| Register    | <a href="#">View on the Charity Commission register</a>                                                             |

## Contact

|         |                                                                                      |
|---------|--------------------------------------------------------------------------------------|
| Address | 37 Quickley Lane<br>Chorleywood<br>Rickmansworth<br>WD3 5AE                          |
| Phone   | 01923447111                                                                          |
| Email   | <a href="mailto:parish.office@st-andrews.org.uk">parish.office@st-andrews.org.uk</a> |
| Website | <a href="http://www.st-andrews.org.uk">www.st-andrews.org.uk</a>                     |

## Activities

**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** Religious Services

## Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hertfordshire

## Finances

| Period end | Income   | Expenditure | Assets   | Employees |
|------------|----------|-------------|----------|-----------|
| 2024-12-31 | £653,847 | £645,683    | £798,665 | 8         |
| 2023-12-31 | £722,372 | £650,794    | £790,501 | 6         |
| 2022-12-31 | £661,386 | £636,813    | £718,923 | 6         |
| 2021-12-31 | £970,240 | £632,477    | £694,350 | 7         |
| 2020-12-31 | £695,294 | £577,785    | £356,587 | 7         |

## Trustees

| Name                       | Role  | Appointed  |
|----------------------------|-------|------------|
| <b>Rev Tim Horlock</b>     | Chair | 2016-11-09 |
| Anne Celia Carol Baron     |       | 2022-05-22 |
| Bill Harer                 |       | 2019-04-02 |
| Bridget Lee Martin         |       | 2022-05-22 |
| CATHERINE HARER            |       | 2012-05-06 |
| Dr Corinne Williamson      |       | 2020-10-14 |
| JUDITH PALFREMAN           |       |            |
| John Ford                  |       | 2013-05-01 |
| John Martin                |       | 2022-05-22 |
| Matthew Jones              |       | 2020-10-14 |
| Nigel Kenneth Challis      |       | 2017-04-26 |
| Peter Lawrence Doyle       |       | 2025-10-06 |
| Philip Barton              |       | 2020-10-14 |
| Quentin Taljaard           |       | 2024-05-08 |
| Rev Alison Ruth Martin     |       | 2025-07-07 |
| Ronald David Karl Catchick |       | 2025-05-12 |
| Simon Llewelyn Jones       |       | 2022-09-01 |
| Susan Jean Riley           |       | 2026-05-13 |
| Tanitha Wait               |       | 2020-10-14 |

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL  
OF  
ST ANDREW'S CHURCH, CHORLEYWOOD  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**DUX ADVISORY**

Chartered Accountants & Statutory Auditor  
Suite 1  
Amersham House  
Mill Street  
Berkhamsted  
Herts  
HP4 2DT

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024

## LEGAL AND ADMINISTRATIVE INFORMATION

### COUNCIL MEMBERS

Anne Baron \*  
Philip Barton  
Nigel Challis  
John Ford \*  
Bill Harer \*  
Catherine Harer  
Rev Tim Horlock \*  
Ben John  
Matthew Jones  
Simon Jones \*  
Jonathan Logan (to May 2024)

Bridget Martin  
John Martin  
Adeola Oludemi \*  
Judith Palfreman  
Les Palmer (to July 2024)  
Rev James Rigby \* (to August 2024)  
Geoff Thompson (to May 2024)  
Tanitha Wait  
Corinne Williamson  
Quinten Taljaard (from May 2024)

\* Members of the Standing Committee

### HONORARY TREASURER

John Ford

### HONORARY SECRETARY

Bill Harer

### INCUMBENT

Rev Tim Horlock

### CHURCH MANAGER

Alan Richards

### PRINCIPAL OFFICE

37 Quickley Lane  
Chorleywood  
Herts  
WD3 5AE

### BANKERS

Barclays  
62/64 High Street  
Watford  
WD17 2BT

### INDEPENDENT EXAMINER

James Foscett FCA, DChA

### DUX ADVISORY

Chartered Accountants & Statutory Auditor  
Suite 1  
Amersham House  
Mill Street  
Berkhamsted  
Herts  
HP4 2DT

ST ANDREW’S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024

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## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2024

The Members of the Parochial Church Council (PCC) have pleasure in presenting their report together with the financial statements for the year ended 31 December 2024.

#### **Governance**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Chorleywood is registered as a charity with the Charity Commission. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956, as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Objects of the charity are to promote in the ecclesiastical parish the whole mission of the Church.

The trustees of the charity, being the members of the PCC, either elected, co-opted or ex-officio, organise a formal election process each year in the run up to the Annual Parochial Church Meeting (APCM) to fill vacancies arising on the PCC. New members elected to the PCC then automatically become trustees of the charity.

The newly elected members are given guidance on the role and responsibilities of PCC membership including what it means to be a trustee. Eligibility for membership of the PCC is in accordance with the guidelines set out by the Diocese. PCC members serve for a period of up to three years after which, if they so choose, they may stand for re-election. There are no limits to the number of times a person may stand for re-election. On standing down from the PCC, a member is then also removed from the list of trustees of the charity. A full list of the trustees of the charity is available on the Charity Commission website.

#### **Aim and Purposes**

The PCC of St Andrew's Chorleywood has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### **Objectives and Activities**

St Andrew's aligns itself with Bishop Alan's 'Living God's Love' vision of going deeper in God, transforming communities and making new disciples.

Our Vision statement is 'Knowing, Growing, Going'

When planning our activities for the year, the incumbent and PCC have considered the Charity Commission's guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. Activities include:

- Regular public worship, open to all
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses, conferences and small groups
- The provision of mid-week groups with a Christian ethos for children and young people
- Organising, jointly with other local churches, a summer holiday week for children
- Promoting the whole mission of the Church through activities for senior citizens, parents and toddlers and other special needs groups
- Supporting other charities in the UK and overseas

#### **Achievements and Performance**

*They devoted themselves to the apostles' teaching and to the fellowship, to the breaking of bread and to prayer.*

*Acts 2 v42*

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2024

#### *Worship and Prayer*

St Andrew's offers a range of in-person services that are sensitive to different needs and styles of worship. For example, our 9am Sunday service follows a more traditional format, the 11am service is more contemporary and offers a broader range of children's activities while our early evening service is more flexible, informal and more responsive to the preferences of our youth. Our monthly Funday Sunday services have been particularly helpful in appealing to new young families. All are welcome at all of our services.

Audio recordings of some talks are available for those who are unable to attend.

There are regular prayer meetings including a weekday early morning prayer meeting which is held online, a Monday mid-morning prayer meeting and special times of prayer during different seasons and in response to specific needs (which have happened both in-person and online, depending on circumstances). A prayer ministry team is available to pray with people after the 9am, 11am and 6.30pm services.

#### *Attendance*

At the APCM in 2024 there were 249 on the Electoral Roll (252 at the 2023 meeting). Sunday attendance (adults) based on October 2024 was 188 adults (compared to 195 in 2023). The church has 16 Life Groups involving 150 people that meet throughout the week. There are around 40 younger (under 11) children who attend Sunday morning groups (38 in 2023). In addition, over 40 young people (11-18) attend Sunday and/or midweek activities.

#### *Pastoral Care*

The clergy visit members of the church who are unable to attend church.

#### *Mission and Evangelism*

St Andrew's works to engage with the community on many levels.

Detonate, the summer holiday week organised by St Andrew's and several churches in Chorleywood, was attended by 313 children and 204 volunteers helped make it a very successful week. The leadership team do an outstanding job ensuring the children not only have a wonderful time but that rigorous risk assessments and health and safety reviews are conducted as well as safeguarding being a top priority.

#### **Review of the Year**

The PCC had six formal meetings in the year with an average attendance of 85%. In addition, there was an informal 'awayday.'

The Standing Committee had nine formal meetings in the year with an average attendance of 95%.

During the course of 2024, many of the plans formulated in 2023 were put into effect under the prayerful and energetic direction of our vicar, Rev Tim Horlock. We were able to hold our regular services at 9am, 11am and 6pm. We said goodbye to our curate, James Rigby, in July and thank him and Meghan for all they brought to our church life over the past few years. We are delighted that Ali Martin will be joining us as curate in July 2025. We thank Tim, the staff team and volunteers who have had to work even harder during this period between curacies.

Our monthly Funday Sunday services have continued to prove a big success, attracting a number of new families.

Worship is at the heart of our services. With Mhairi Smith on maternity leave until the middle of the year, Santi Ramirez did an excellent job of providing cover, albeit working part time. When Mhairi rejoined, she also worked on a part-time basis. To complement both Santi and Mhairi we have an excellent team of volunteers who support them. We so appreciate their talents and dedication. Mhairi has recently announced that she will be stepping down at the end of April. We want to say a huge thank

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2024

you to her for all her hard work over the last few years and are delighted that she, James and Albie will continue to worship with us. We are currently advertising for a full-time Worship Pastor.

We have continued to hold our various prayer groups with the early morning weekday meeting remaining online while the Monday morning prayer meeting, led by our vicar, is held in person in the church.

Our Lent course entitled 'Discipleship Explored' and based around the book of Philippians., was held both in Life Groups and with sessions at the church and was well received.

Our children's and youth ministry continues to be a very encouraging part of our work.

Our Baby and Toddler groups are more than fully subscribed. Both ministries are led and run by volunteers who are so committed and passionate to bring the good news to our community. We can't thank them enough.

Jake Dyer, supported by a team of volunteers, works tirelessly with the children not only during our services but with local schools and of course at Detonate where he works as part of a group of churches. This year we built on the many children we meet through Detonate with a very successful Light Party. Other initiatives from our team included an Easter trail and the very popular Christingle Service.

Charlotte Barton, ably assisted by Boaz Moody, is overseeing a growing youth ministry with their Crossover, Table Talk and Donut Club making full use of the newly refurbished youth area at Hillside.

Alistair Guthrie continues to oversee the Hillside building with great professionalism, and we are very fortunate to be able to call on his expertise and time. During the year we carried out some refurbishment of the flat attached to Hillside before new tenants moved in.

Pastoral visiting has remained under the leadership of our vicar as he visits and cares for those in our congregation going through difficult times.

The Detonate team puts on a highly successful programme in the summer in conjunction with our local churches. Many of the children who attend are not regular church attendees and the team do a remarkable job each year in reaching out with Jesus' love to our community.

Our Sustainability Committee continues working away to reduce our carbon footprint. This year, thanks to generous legacies from Richard Wilson, Harry Gaunt and Peter and Sheila Devers, we were able to replace single glazed with double glazed windows, most notably in our lounge. A number of other initiatives have been undertaken and further work is envisaged as we also try to reach the diocese's target of net zero in the years to come.

We held a number of social events in the church, many spearheaded by our Communications and Community Liaison Officer, Kayleigh Maxwell. Picnics on the common, dinners at various church family member's homes were particularly successful. Our regular men's and ladies' breakfast events continued through the year. Gerard LeFeuvre and the King's Chamber Orchestra held a number of concerts, including their very popular Christmas events.

A number of our longstanding faithful church family members passed away during the year and we give thanks for them. Our sister, Jenny Thornton, passed away in November and her executors have informed us that she has left us a legacy. We give thanks for her life and for her generosity.

#### **Plans for Future Periods**

We will continue to hold our services at 9am, 11am and 6pm and will offer recordings of some sermons for those unable to attend.

Our monthly Funday Sunday services reaching out to young families will continue.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2024

We will continue to run our various prayer groups, with the early morning meeting online and the Monday morning prayer meeting, led by our vicar, held in person.

We are holding a Lent course entitled 'Discipleship Explored' based around the book of Philippians. The course is being held in our Life Groups with groups open to whoever wants to join.

The youth will continue their meetings both on Sunday and during the week, continuing to make full use of the facilities at Hillside Centre.

Baby and Toddler groups will continue with their ministries; as will the Friendship Club.

Pastoral visiting will continue under the vicar. The small group network that is in place will continue to be an important support to members of the congregation.

Along with the other local churches, we will run our Detonate programme in the summer.

St Andrew's hosts a range of other social events for the community and these will continue under the coordination of the Social Committee.

We will continue to work towards improving the sustainability of the church with input from the Sustainability Committee.

#### **Review of Financial Activities and Affairs**

Total unrestricted voluntary income for the year was £505k compared to £560k in 2023. The decrease reflected a return to more normal levels of sundry donations after the exceptionally generous response to our appeal in 2023. As well as the very high level of sundry donations, we received legacies of just over £17k in 2023 whereas none were received in 2024.

Restricted income was down £39k compared to 2023 with grants related to Hillside down £44k and Detonate up £3.9k. We also received a grant of £30,610 from the diocese as part of a three-year programme to support our youth work.

Income from hire of facilities was over £32k compared to £34k in 2023. The main items relate to rental from the flat, the Hillside Pre-School as well as hiring out Hillside and the Bridge to community groups and for private functions.

Mix of our higher cash levels and continued higher interest rates boosted interest income by around £2k.

Staff costs were £7.5k lower than in 2023 as both our worship and youth posts moved temporarily from full time to part time. Church running costs were £3.5k lower than in 2023 reflecting lower energy costs and continued careful cost control by our Church Manager, Alan Richards. He also managed to keep the repairs and maintenance expenses below budget, although £5.7k above the low level of 2023.

Our giving to mission from unrestricted income was £2.3k lower than 2023 reflecting lower income levels. We continued to pay our parish share request in full.

Attendance, which is generally a leading indicator of income, has been broadly stable but remains well below pre-pandemic levels. Youth and children's work is back to pre-pandemic levels, which is a tribute to the team including those involved in Toddlers and Funday Sunday.

#### *Our budget for 2025*

With our attendance relatively unchanged, we expect our standing order income to also be unchanged while sundry donations are likely to gently revert to previous trends. Costs are expected to increase as our curate joins us and as we look to recruit a full-time Worship Pastor. These costs will be somewhat balanced by year two of the grant from the diocese which we hope to enable us to increase the hours committed to our youth work. After no legacies in 2024, we anticipate a legacy from the estate

## ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2024

of our dear sister, Jenny Thornton. As before, we plan to use her and any other legacies we may receive to invest in capital projects around the church. Putting those trends together, our cash position is expected to move back towards our policy levels by the end of the year.

**Contribution of volunteers**

The work of St Andrew's could not be sustained without the contribution made by many volunteers in all aspects of its ministry. Areas such as the Baby Group, Toddler Groups, the Friendship Club, Life Groups, hospitality, flowers, cleaning, the Hillside Group, Worship Group, AV and sound teams rely heavily on volunteers.

Special mention must be made of Alan Richards who does an amazing job as Church Manager and of Alistair Guthrie who continues to oversee Hillside for us.

As with many churches, we continue to seek more volunteers. Several of our very faithful team have reached an age where they need to throttle back and many of our younger members have full-on work and family commitments, so this is likely to continue to be a challenge.

**Investment Policy**

The PCC policy is to hold investments that are liquid and low risk while also yielding a competitive rate of return. Consideration is also given to the ethical elements of investments. Where funds are not protected by the Government Deposit Protection Scheme or needed to cover short term cash needs, the PCC invests in the CBF Church of England Deposit Fund which provides a diversified exposure to high quality short-term liquid assets.

**Reserves Policy**

It is the intention and policy of the PCC to hold sufficient cash to cover approximately three months of what it estimates to be ongoing core operating expenses in order to cover working capital, staff absences and short-term debts as well as to protect the church from sudden, unexpected loss of income or one-off, unbudgeted expense. In addition, from time to time the PCC identifies designated reserves to cover any anticipated shortfall or for significant expected items of expenditure. The reserves are monitored regularly, and the policy reviewed annually by the PCC and the Finance Group under the Treasurer. Reserves are currently above policy at £295,826 (2023: £265,479) of unrestricted funds which would cover 9.1 months (2023: 7.9 months) of estimated core operating expenses. The PCC would need to hold £97,913 (2023: £100,818) to meet the policy level of 3 months. With a deficit expected in 2025, reserves are anticipated to be nearer policy by the end of the year.

**Risks Policy**

The PCC regularly reviews risks and policies under the following headings: Financial (e.g. Reserves/viability; expenditure limits); Operational and regulatory (e.g. Safeguarding of Children and Vulnerable Adults; Health and Safety); Staff (e.g. resourcing, compliance with correct HR procedures); and Insurable (e.g. property and accident). Financial controls are specified to give accountability and confidentiality. Financial reports are made to every Standing Committee and PCC meeting, and budgets agreed before the start of each year.

**Grant Making Policy**

The PCC has a policy of giving away 15% of unrestricted giving to support Mission work outside the Parish. The policy recognises that in times of financial pressure when other commitments such as payment of the parish share request are compromised then no less than 10% of unrestricted giving should be given to support Mission work outside the Parish. The beneficiaries of these grants are selected annually by the PCC under the guidance of the Missions Committee which works with individual overseas mission partners and the Mission Finance Group which assesses other potential beneficiaries as well as providing recommendations for beneficiaries of restricted collections made at various points in the year, particularly Easter, Harvest and Christmas. In addition, the PCC may give occasional small grants for other purposes from unrestricted funds. Grants are made directly overseas only to organisations that have been personally vetted by a member of the congregation and have provided a report on the application of any previous grants.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2024

**Trustee Training Policy**

Each PCC Member is provided on election with an induction checklist that includes information or sources of information on the roles and responsibilities of PCC members; an introduction to the deanery and diocese - people, structures and synods; as well as a review of the finances of St Andrew's. This checklist is reviewed annually. An interactive session is held with each new member, separately or as a group, to ensure that any questions can be fully addressed.

**Statement of the Responsibilities of the Members of the Parochial Church Council**

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and then apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the Independent Examiner**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

there is no relevant information of which the charity's Independent Examiner is unaware; and we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the company's Independent Examiner is aware of that information.

For and on behalf of the PCC:

.....  
John Ford  
Honorary Treasurer

Dated:

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH,  
CHORLEYWOOD FOR THE YEAR ENDED 31 DECEMBER 2024

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 8 to 21.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants for England & Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

James Foskett FCA, DChA

DUX ADVISORY

Chartered Accountants & Statutory Auditor

Suite 1

Amersham House

Mill Street

Berkhamsted

Herts

HP4 2DT

Date:

## ST ANDREW'S CHURCH, CHORLEYWOOD

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2024

|                                                        |      | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2024 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 |
|--------------------------------------------------------|------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                                        | Note | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>Income and Endowments from:</b>                     |      |                       |                     |                        |                       |                     |                        |
| Donations and legacies                                 | 2(a) | 505,118               | 48,959              | 554,077                | 559,704               | 87,934              | 647,638                |
| Charitable activities                                  | 2(b) | 17,093                | -                   | 17,093                 | 20,440                | -                   | 20,440                 |
| Other trading activities                               | 2(c) | 39,395                | -                   | 39,395                 | 42,444                | -                   | 42,444                 |
| Investments                                            | 2(d) | 12,672                | -                   | 12,672                 | 10,627                | -                   | 10,627                 |
| Other                                                  | 2(e) | 30,610                | -                   | 30,610                 | 1,223                 | -                   | 1,223                  |
| <b>Total</b>                                           |      | <b>604,888</b>        | <b>48,959</b>       | <b>653,847</b>         | <b>634,438</b>        | <b>87,934</b>       | <b>722,372</b>         |
| <b>Expenditure on:</b>                                 |      |                       |                     |                        |                       |                     |                        |
| Charitable activities                                  | 3(b) | 590,102               | 55,581              | 645,683                | 593,349               | 57,445              | 650,794                |
| <b>Total</b>                                           |      | <b>590,102</b>        | <b>55,581</b>       | <b>645,683</b>         | <b>593,349</b>        | <b>57,445</b>       | <b>650,794</b>         |
| <b>Net income/(expenditure)</b>                        |      | <b>14,786</b>         | <b>(6,622)</b>      | <b>8,164</b>           | <b>41,089</b>         | <b>30,489</b>       | <b>71,578</b>          |
| <b>Transfers between funds</b>                         | 12   | -                     | -                   | -                      | 142,563               | (142,563)           | -                      |
| <b>Net movement in funds</b>                           |      | <b>14,786</b>         | <b>(6,622)</b>      | <b>8,164</b>           | <b>183,652</b>        | <b>(112,074)</b>    | <b>71,578</b>          |
| <b>Reconciliation of funds:</b>                        |      |                       |                     |                        |                       |                     |                        |
| Total funds brought forward at 1 January 2024          |      | 768,884               | 21,617              | 790,501                | 585,232               | 133,691             | 718,923                |
| <b>Total funds carried forward at 31 December 2024</b> |      | <b>783,670</b>        | <b>14,995</b>       | <b>798,665</b>         | <b>768,884</b>        | <b>21,617</b>       | <b>790,501</b>         |

All of the PCC's activities are classed as continuing operations

The movement on funds is shown in note 12 to the financial statements

The PCC has no recognised gains or losses other than the result for the year

## ST ANDREW'S CHURCH, CHORLEYWOOD

## BALANCE SHEET

AS AT 31 DECEMBER 2024

|                                                |                             | Note | 2024<br>£      | 2023<br>£      |
|------------------------------------------------|-----------------------------|------|----------------|----------------|
| <b>FIXED ASSETS:</b>                           |                             |      |                |                |
| Tangible fixed assets                          | <i>Total Fixed assets</i>   | 4    | 487,844        | 503,405        |
| <b>CURRENT ASSETS:</b>                         |                             |      |                |                |
| Stock                                          |                             | 5    | 2,285          | 2,357          |
| Debtors                                        |                             | 6    | 18,806         | 29,820         |
| Cash at bank and in hand                       |                             |      | 309,746        | 282,553        |
|                                                | <i>Total Current assets</i> |      | 330,837        | 314,730        |
| <b>LIABILITIES:</b>                            |                             |      |                |                |
| Creditors: Amounts falling due within one year |                             | 7    | (20,016)       | (27,634)       |
|                                                | <i>Net Current assets</i>   |      | 310,821        | 287,096        |
| <b>TOTAL NET ASSETS</b>                        |                             |      | <u>798,665</u> | <u>790,501</u> |
| <b>THE FUNDS OF THE CHARITY</b>                |                             |      |                |                |
| Restricted funds                               |                             | 12   | 14,995         | 21,617         |
| Unrestricted funds (Designated)                |                             | 12   | 487,844        | 503,405        |
| Unrestricted funds (General)                   |                             | 12   | 295,826        | 265,479        |
|                                                |                             |      | <u>798,665</u> | <u>790,501</u> |

Approved by the members of the Parochial Church Council on 28 April 2025 and signed on their behalf by:

.....  
T Horlock  
Chairman

.....  
J Ford  
Honorary Treasurer

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2024

|                                                         | 2024            | 2023             |
|---------------------------------------------------------|-----------------|------------------|
|                                                         | £               | £                |
| Net movement in funds                                   | 8,164           | 71,578           |
| Adjustments for:                                        |                 |                  |
| Depreciation                                            | 52,455          | 52,634           |
| Investment income                                       | (12,672)        | (10,627)         |
| Decrease/(increase) in trade and other receivables      | 11,014          | 7,158            |
| Decrease/(increase) in stock                            | 72              | (352)            |
| Increase/(decrease) in trade and other payables         | (7,618)         | (1,446)          |
| <b>Net cash from operating activities</b>               | <b>51,415</b>   | <b>118,945</b>   |
| <b>Investing activities</b>                             |                 |                  |
| Purchase of fixed assets                                | (36,894)        | (149,447)        |
| Investment income                                       | 12,672          | 10,627           |
| <i>Cash flow from investing activities</i>              | <i>(24,222)</i> | <i>(138,820)</i> |
| <b>Net change in cash and cash equivalents</b>          | <b>27,193</b>   | <b>(19,875)</b>  |
| <b>Cash and cash equivalents at start of year</b>       | <b>282,553</b>  | <b>302,428</b>   |
| <b>Cash and cash equivalents at the end of the year</b> | <b>309,746</b>  | <b>282,553</b>   |

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024

## 1. ACCOUNTING POLICIES

St Andrew's Church is a charity registered in England & Wales. Details of the charities registered office can be found on the legal and administrative information page. The nature of the charity's operations and principal activities are to promote in the ecclesiastical parish the whole mission of the Church.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on an accruals accounting basis and in accordance with the Church Accounting Regulations 2006. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### Funds

Funds held by the PCC are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Designated funds – these are funds which the PCC have designated for use for a particular purpose and are funds set aside by the PCC out of unrestricted general funds for specific future purposes or projects.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the PCC. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. The cost of raising and administering such funds are charged against a specific fund. The aim and use of each restricted fund is set out in the notes to the financial statement.

### Income

Collections are recognised only when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement to the amount due, the receipt is more likely than not and the amount receivable can be estimated with reasonable accuracy.

### Expenditure

#### Grants

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

#### Activities directly relating to the work of the Church

The diocesan parish share is accounted for when paid. Any agreed parish share unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

#### Allocation of Costs

The costs involved in supporting the PCC's work are allocated across the charitable activities on a pro rata basis of their total cost within the resources expended. This includes bank interest and charges payable. Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

#### **Leases**

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases") the assets are treated as if they have been purchased outright. The amount capitalised is the fair value of the assets concerned. The corresponding liability to the leasing company is included as an obligation under finance leases. Depreciation on leased assets is charged to the Statement of Financial Activities over the shorter of the lease term and the estimated useful life of the asset.

All other assets are treated as "operating leases" and the relevant annual rentals are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

#### **Tangible Fixed Assets**

Fixed assets are initially recorded at cost. Items are capitalised when the purchase price is over £2,500, apart from expenditure on consecrated or beneficed buildings, for which the limit is £5,000.

All expenditure on the repair of moveable Church furnishings acquired before 1 January 2001 is written off in the Statement of Financial Activities.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.10 (2) of the Charities Act 2011.

Moveable Church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Communion silverware is not depreciated.

Depreciation is provided at the following rates per annum on a straight-line basis:

- Freehold Land & Buildings - 0% on Land & 2% on buildings
- Property improvements - 5%
- Motor Vehicles - 20%
- Computer & other equipment - 33 1/3 %
- Organ - 10%
- Furniture, Fixtures and Fittings - 10% to 20%, depending on their useful life

Within computer and equipment there are assets that are silverware which is not depreciated

#### **Current assets and liabilities**

Amounts owing to the PCC at 31 December in respect of fees, rent and other income are shown as debtors, less provision for any amounts which may prove uncollectable. Amounts owed by the PCC at 31 December in respect of expenditure are shown as creditors.

#### **Stock**

Stock is stated at the lower of cost and net realisable value, where cost is the purchase price.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

### Pensions

The PCC encourages employees to join the Church Workers Pension Fund, which is a defined benefit pension scheme. The PCC matches contributions made by employees. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial activities as they are incurred.

## 2. INCOME

|                                            | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2024 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 |
|--------------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                            | £                     | £                   | £                      | £                     | £                   | £                      |
| (a) <b>Donations and legacies</b>          |                       |                     |                        |                       |                     |                        |
| Standing Orders & Other regular giving     | 358,052               | -                   | 358,052                | 360,473               | -                   | 360,473                |
| Legacies                                   | -                     | -                   | -                      | 17,135                | -                   | 17,135                 |
| Detonate                                   | -                     | 23,317              | 23,317                 | -                     | 19,477              | 19,477                 |
| Hillside                                   | -                     | 4,321               | 4,321                  | -                     | 48,394              | 48,394                 |
| Sundry Donations                           | 67,661                | 2,747               | 70,408                 | 101,592               | 2,599               | 104,191                |
| Collections at all services                | -                     | 15,467              | 15,467                 | 390                   | 14,325              | 14,715                 |
| Gift Aid recovered                         | 79,405                | 3,107               | 82,512                 | 80,114                | 3,139               | 83,253                 |
|                                            | 505,118               | 48,959              | 554,077                | 559,704               | 87,934              | 647,638                |
| (b) <b>Charitable activities</b>           |                       |                     |                        |                       |                     |                        |
| Parochial Fees                             | 2,749                 | -                   | 2,749                  | 3,493                 | -                   | 3,493                  |
| Mission & Other Events & activities        | 13,650                | -                   | 13,650                 | 12,532                | -                   | 12,532                 |
| Children's and youth events and activities | 694                   | -                   | 694                    | 4,415                 | -                   | 4,415                  |
|                                            | 17,093                | -                   | 17,093                 | 20,440                | -                   | 20,440                 |
| (c) <b>Other trading activities</b>        |                       |                     |                        |                       |                     |                        |
| Bookstall                                  | 1,724                 | -                   | 1,724                  | 2,667                 | -                   | 2,667                  |
| Hire of facilities                         | 31,671                | -                   | 31,671                 | 33,777                | -                   | 33,777                 |
| Management fee                             | 6,000                 | -                   | 6,000                  | 6,000                 | -                   | 6,000                  |
|                                            | 39,395                | -                   | 39,395                 | 42,444                | -                   | 42,444                 |
| (d) <b>Investments</b>                     |                       |                     |                        |                       |                     |                        |
| Interest received                          | 12,672                | -                   | 12,672                 | 10,627                | -                   | 10,627                 |
| (e) <b>Other</b>                           |                       |                     |                        |                       |                     |                        |
| Gain on disposal of fixed assets           | -                     | -                   | -                      | 1,223                 | -                   | 1,223                  |
| St Alban's Diocese Grant                   | 30,610                | -                   | 30,610                 | -                     | -                   | -                      |
|                                            | 30,610                | -                   | 30,610                 | 1,223                 | -                   | 1,223                  |
| <b>TOTAL INCOME</b>                        | <b>604,888</b>        | <b>48,959</b>       | <b>653,847</b>         | <b>634,438</b>        | <b>87,934</b>       | <b>722,372</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024**3. EXPENDITURE**

|                                        | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2024 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 |
|----------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                        | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>(b) Charitable activities</b>       |                       |                     |                        |                       |                     |                        |
| i Grants:                              |                       |                     |                        |                       |                     |                        |
| Overseas missions and support          | 18,390                | -                   | 18,390                 | 20,560                | -                   | 20,560                 |
| Home missions and support              | 21,136                | -                   | 21,136                 | 21,371                | -                   | 21,371                 |
| Special gift distribution              | -                     | 55,581              | 55,581                 | -                     | 57,445              | 57,445                 |
| Diocesan parish share                  | 176,316               | -                   | 176,316                | 168,705               | -                   | 168,705                |
| Church activities:                     |                       |                     |                        |                       |                     |                        |
| Bookstall                              | 1,443                 | -                   | 1,443                  | 2,097                 | -                   | 2,097                  |
| Mission & Other Events & activities    | 19,449                | -                   | 19,449                 | 16,181                | -                   | 16,181                 |
| Children's & youth events & activities | 15,208                | -                   | 15,208                 | 13,054                | -                   | 13,054                 |
| Church running costs:                  |                       |                     |                        |                       |                     |                        |
| Church running costs                   | 75,602                | -                   | 75,602                 | 73,975                | -                   | 73,975                 |
| Repairs & maintenance                  | 19,020                | -                   | 19,020                 | 13,290                | -                   | 13,290                 |
| Depreciation                           | 52,455                | -                   | 52,455                 | 52,634                | -                   | 52,634                 |
| Clergy:                                |                       |                     |                        |                       |                     |                        |
| Clergy & ministry expenses             | 34,781                | -                   | 34,781                 | 44,950                | -                   | 44,950                 |
| Salaries & staff costs:                |                       |                     |                        |                       |                     |                        |
| Administrative staff                   | 60,630                | -                   | 60,630                 | 58,730                | -                   | 58,730                 |
| Ministry Staff                         | 71,468                | -                   | 71,468                 | 80,827                | -                   | 80,827                 |
| Training and recruitment               | 2,735                 | -                   | 2,735                  | 1,966                 | -                   | 1,966                  |
| Pensions                               | 6,398                 | -                   | 6,398                  | 7,632                 | -                   | 7,632                  |
| Employer's national insurance          | 9,384                 | -                   | 9,384                  | 11,178                | -                   | 11,178                 |
| Printing, Postage and stationery       | 1,423                 | -                   | 1,423                  | 1,403                 | -                   | 1,403                  |
| Bank charges                           | 1,176                 | -                   | 1,176                  | 1,340                 | -                   | 1,340                  |
| Professional fees                      | 88                    | -                   | 88                     | 220                   | -                   | 220                    |
| Audit & Independent Examination fees   | 3,000                 | -                   | 3,000                  | 3,236                 | -                   | 3,236                  |
| <b>TOTAL EXPENDITURE</b>               | <b>590,102</b>        | <b>55,581</b>       | <b>645,683</b>         | <b>593,349</b>        | <b>57,445</b>       | <b>650,794</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

| <b>3(b)i ANALYSIS OF GRANTS</b>                | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2024</b> | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2023</b> |
|------------------------------------------------|-------------------------------|------------------------------|----------------------|-------------------|-------------------------------|------------------------------|----------------------|-------------------|
|                                                | £                             | £                            | £                    | £                 | £                             | £                            | £                    | £                 |
| Grants made to Link Partners                   | -                             | 17,390                       | -                    | 17,390            | -                             | 20,560                       | -                    | 20,560            |
| Grants made to youth for Short Term Mission    | -                             | 1,000                        | -                    | 1,000             | -                             | -                            | -                    | -                 |
| <b>Overseas missions and support</b>           | <b>-</b>                      | <b>18,390</b>                | <b>-</b>             | <b>18,390</b>     | <b>-</b>                      | <b>20,560</b>                | <b>-</b>             | <b>20,560</b>     |
| Onelife                                        | 2,500                         | -                            | -                    | 2,500             | 3,000                         | -                            | -                    | 3,000             |
| Evangelical Alliance                           | 300                           | -                            | -                    | 300               | 300                           | -                            | -                    | 300               |
| Philo trust                                    | 1,500                         | -                            | -                    | 1,500             | 1,500                         | -                            | -                    | 1,500             |
| London School of Theology                      | 2,000                         | -                            | -                    | 2,000             | 1,000                         | -                            | -                    | 1,000             |
| Oak Church - Stevenage                         | 2,000                         | -                            | -                    | 2,000             | 2,000                         | -                            | -                    | 2,000             |
| Restore Hope Latimer                           | 2,000                         | -                            | -                    | 2,000             | 2,000                         | -                            | -                    | 2,000             |
| Gerard Le Feuvre (KCO)                         | 4,905                         | -                            | -                    | 4,905             | -                             | 4,671                        | -                    | 4,671             |
| TLG - Transforming Lives for Good              | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| New Hope chaplain                              | 2,000                         | -                            | -                    | 2,000             | 2,000                         | -                            | -                    | 2,000             |
| A Rocha                                        | 500                           | -                            | -                    | 500               | 500                           | -                            | -                    | 500               |
| Ben John                                       | -                             | 2,000                        | -                    | 2,000             | -                             | -                            | -                    | -                 |
| Donations from Toddlers Group                  | 431                           | -                            | -                    | 431               | 400                           | -                            | -                    | 400               |
| St Albans & Harp Christian Educ Project (STEP) | -                             | -                            | -                    | -                 | 1,000                         | -                            | -                    | 1,000             |
| Kintsugi Hope                                  | -                             | -                            | -                    | -                 | 1,000                         | -                            | -                    | 1,000             |
| Lemmings                                       | -                             | -                            | -                    | -                 | 1,000                         | -                            | -                    | 1,000             |
| <b>Home missions and support</b>               | <b>19,136</b>                 | <b>2,000</b>                 | <b>-</b>             | <b>21,136</b>     | <b>16,700</b>                 | <b>4,671</b>                 | <b>-</b>             | <b>21,371</b>     |
| Kingfisher Ministries                          | 2,555                         | -                            | -                    | 2,555             | -                             | -                            | -                    | -                 |
| Kenyan childrens project - HFTN UK             | 2,554                         | -                            | -                    | 2,554             | -                             | -                            | -                    | -                 |
| TLG - Transforming Lives for Good              | -                             | -                            | -                    | -                 | 2,467                         | -                            | -                    | 2,467             |
| Open Doors                                     | -                             | -                            | -                    | -                 | 2,467                         | -                            | -                    | 2,467             |
| <b>Easter Collection - Restricted fund</b>     | <b>5,109</b>                  | <b>-</b>                     | <b>-</b>             | <b>5,109</b>      | <b>4,934</b>                  | <b>-</b>                     | <b>-</b>             | <b>4,934</b>      |
| Tear Fund Middle East Emergency Appeal         | 2,897                         | -                            | -                    | 2,897             | -                             | -                            | -                    | -                 |
| Bishop's harvest appeal                        | 2,897                         | -                            | -                    | 2,897             | -                             | -                            | -                    | -                 |
| Full Gospel Assemblies of Pakistan             | -                             | -                            | -                    | -                 | 3,936                         | -                            | -                    | 3,936             |
| New Hope Trust - Late gift aid                 | -                             | -                            | -                    | -                 | 250                           | -                            | -                    | 250               |
| Bishop's harvest appeal - Late gift aid        | -                             | -                            | -                    | -                 | 250                           | -                            | -                    | 250               |
| <b>Harvest Collection - Restricted fund</b>    | <b>5,794</b>                  | <b>-</b>                     | <b>-</b>             | <b>5,794</b>      | <b>4,436</b>                  | <b>-</b>                     | <b>-</b>             | <b>4,436</b>      |
| Jenga                                          | 1,794                         | -                            | -                    | 1,794             | -                             | -                            | -                    | -                 |
| Restore Hope Latimer                           | 1,794                         | -                            | -                    | 1,794             | -                             | -                            | -                    | -                 |
| Samara's Aid                                   | -                             | -                            | -                    | -                 | 2,484                         | -                            | -                    | 2,484             |
| New Hope Trust                                 | -                             | -                            | -                    | -                 | 2,483                         | -                            | -                    | 2,483             |
| <b>Christmas Collection - Restricted fund</b>  | <b>3,588</b>                  | <b>-</b>                     | <b>-</b>             | <b>3,588</b>      | <b>4,967</b>                  | <b>-</b>                     | <b>-</b>             | <b>4,967</b>      |
| Music Equipment for Youth Hillside             | -                             | -                            | 1,489                | 1,489             | -                             | -                            | -                    | -                 |
| Amilie Erasmus - BBQ Fundraiser                | -                             | 530                          | -                    | 530               | -                             | -                            | -                    | -                 |
| Jo Moody & Rodney Hogue Conference             | -                             | 1,558                        | -                    | 1,558             | -                             | -                            | -                    | -                 |
| Kim Maas Conference                            | -                             | 700                          | -                    | 700               | -                             | -                            | -                    | -                 |
| Rodney Hogue conference                        | -                             | -                            | -                    | -                 | -                             | 2,446                        | -                    | 2,446             |
| Connie Dawson                                  | -                             | -                            | -                    | -                 | -                             | 173                          | -                    | 173               |
| Community Projects                             | -                             | -                            | -                    | -                 | -                             | 423                          | -                    | 423               |
| <b>Special Collection - Restricted fund</b>    | <b>-</b>                      | <b>2,788</b>                 | <b>1,489</b>         | <b>4,277</b>      | <b>-</b>                      | <b>3,042</b>                 | <b>-</b>             | <b>3,042</b>      |
| Detonate                                       | -                             | -                            | 23,526               | 23,526            | -                             | -                            | 20,646               | 20,646            |
| Hillside                                       | -                             | -                            | 8,663                | 8,663             | -                             | -                            | 16,514               | 16,514            |
| Friendship Club                                | -                             | -                            | 3,153                | 3,153             | -                             | -                            | 2,270                | 2,270             |
| Hardship                                       | -                             | -                            | 1,471                | 1,471             | -                             | 636                          | -                    | 636               |
| <b>Special gift distribution</b>               | <b>14,491</b>                 | <b>2,788</b>                 | <b>38,302</b>        | <b>55,581</b>     | <b>14,337</b>                 | <b>3,678</b>                 | <b>39,430</b>        | <b>57,445</b>     |
| Diocesan parish share                          | 176,316                       | -                            | -                    | 176,316           | 168,705                       | -                            | -                    | 168,705           |
| <b>Total Grants</b>                            | <b>209,944</b>                | <b>23,178</b>                | <b>38,302</b>        | <b>271,423</b>    | <b>199,742</b>                | <b>28,909</b>                | <b>39,430</b>        | <b>268,081</b>    |

The notes numbered 1 to 15 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

**4. TANGIBLE FIXED ASSETS**

|                         | Freehold Land<br>& Buildings<br>£ | Property<br>Improvements<br>£ | Computers &<br>Equipment<br>£ | Fixtures<br>& Fittings<br>£ | Total<br>£ |
|-------------------------|-----------------------------------|-------------------------------|-------------------------------|-----------------------------|------------|
| <b>Cost</b>             |                                   |                               |                               |                             |            |
| At 1 January 2024       | 268,827                           | 660,432                       | 184,151                       | 262,049                     | 1,375,459  |
| Additions               | -                                 | 30,987                        | -                             | 5,907                       | 36,894     |
| Disposals               | -                                 | -                             | -                             | -                           | -          |
| At 31 December 2024     | 268,827                           | 691,419                       | 184,151                       | 267,956                     | 1,412,353  |
| <b>Depreciation</b>     |                                   |                               |                               |                             |            |
| At 1 January 2024       | 5,628                             | 473,974                       | 173,205                       | 219,247                     | 872,054    |
| Charge for year         | 3,377                             | 33,141                        | 2,483                         | 13,454                      | 52,455     |
| Eliminated on disposals | -                                 | -                             | -                             | -                           | -          |
| At 31 December 2024     | 9,005                             | 507,115                       | 175,688                       | 232,701                     | 924,509    |
| <b>Net Book Value</b>   |                                   |                               |                               |                             |            |
| At 31 December 2024     | 259,822                           | 184,304                       | 8,463                         | 35,255                      | 487,844    |
| At 31 December 2023     | 263,199                           | 186,458                       | 10,946                        | 42,802                      | 503,405    |

There is a residual balance of £7,439 on computers & equipment which relates to silverware and is not depreciated.  
All of the assets are held for the PCC's ongoing activities.

**5. STOCKS**

|                 | 2024<br>£ | 2023<br>£ |
|-----------------|-----------|-----------|
| Bookstall stock | 2,285     | 2,357     |

**6. DEBTORS**

|                      | 2024<br>£ | 2023<br>£ |
|----------------------|-----------|-----------|
| Prepayments          | 5,128     | 4,577     |
| Other debtors        | 5,943     | 18,578    |
| Gift Aid recoverable | 7,735     | 6,665     |
|                      | 18,806    | 29,820    |

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | <b>2024</b>   | <b>2023</b>   |
|------------------------------|---------------|---------------|
|                              | <b>£</b>      | <b>£</b>      |
| Trade Creditors              | 826           | 1,366         |
| Other Creditors              | 614           | 3,715         |
| Accruals                     | 15,532        | 19,439        |
| Taxation and Social Security | 3,044         | 3,114         |
|                              | <b>20,016</b> | <b>27,634</b> |

**8. REMUNERATION OF PCC MEMBERS AND OTHER RELATED PARTY TRANSACTIONS**

The following payments were made or re-imbursed to PCC members and other related parties:

|                  |                    | <b>2024</b> | <b>2023</b> |                                                                           |
|------------------|--------------------|-------------|-------------|---------------------------------------------------------------------------|
|                  |                    | <b>£</b>    | <b>£</b>    |                                                                           |
| Tim Horlock      | PCC Member         | 3,365       | 2,738       | Expenses and allowances                                                   |
| James Rigby      | PCC Member         | 811         | 911         | Expenses and allowances                                                   |
| Ben John         | PCC Member         | 2,000       | -           | Grant for ministry                                                        |
| Charlotte Barton | Wife of PCC Member | 16,624      | 5,066       | Salary including Employers NIC & pension contribution<br>- Started Sep 23 |

Members of the Clergy also receive housing, telephone & travel costs that have been excluded from the above analysis  
No further expenses were reimbursed to other PCC members in 2024 (2023: £nil).

Donations received from PCC members and other charities of which PCC members are trustees totalled £71,384 (2023: £89,143) during the reporting period. The church made donations totalling £4,000 (2023: £6,733) to other charities of which PCC members are trustees.

**9. EMPLOYEE COSTS**

Employee costs, excluding clergy paid by the Diocese, were as follows:

|                       | <b>2024</b>    | <b>2023</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Salaries & wages      | 130,916        | 137,759        |
| Social security costs | 9,384          | 11,178         |
| Pension costs         | 6,398          | 7,632          |
|                       | <b>146,698</b> | <b>156,569</b> |

The Clergy receive a Stipend from the Diocese and are classed as "office holders" for tax purposes. They are not paid directly by the PCC although the "parish share" paid to the Diocese includes an element to cover the clergy Stipend.

The key management personnel are either self-employed or volunteers and as such do not receive employee benefits.

No employees were paid at a rate of more than £60,000 pa (2023: none).

The average number of paid staff during the year was 7.6 (2023: 6.4) while the full time equivalent of paid staff was 4.9 (2023: 5.1).

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

**10. CONTINGENT LIABILITIES**

There were no contingent liabilities as at 31 December 2024 (2023: £nil).

**11. OPERATING LEASE COMMITMENTS**

At 31 December 2024, the PCC had commitments under non-cancellable operating leases as follows

Operating lease payments in the year were £1,480 (2023: £1,480).

|                                                   | <b>2024</b>      |       | <b>2023</b>      |       |
|---------------------------------------------------|------------------|-------|------------------|-------|
|                                                   | Land & Buildings | Other | Land & Buildings | Other |
|                                                   | £                | £     | £                | £     |
| Future minimum lease payments                     |                  |       |                  |       |
| not later than one year;                          | -                | 740   | -                | 1,480 |
| later than one year and not later than five years | -                | -     | -                | 489   |
| later than five years                             | -                | -     | -                | -     |
|                                                   | -                | 740   | -                | 1,970 |

The current 4 year photocopier lease expires in July 2025

**12. SUMMARY OF FUND MOVEMENTS**

|                                   | Balance at 1<br>January 2024 | Income  | Expenditure | Transfers | Balance at 31<br>December 2024 |
|-----------------------------------|------------------------------|---------|-------------|-----------|--------------------------------|
|                                   | £                            | £       | £           | £         | £                              |
| <b>Restricted Funds</b>           |                              |         |             |           |                                |
| Easter                            | -                            | 5,109   | 5,109       | -         | -                              |
| Harvest                           | -                            | 5,794   | 5,794       | -         | -                              |
| Detonate                          | 11,851                       | 23,317  | 23,526      | -         | 11,642                         |
| Christmas Collection              | -                            | 3,588   | 3,588       | -         | -                              |
| Hillside                          | 4,903                        | 4,771   | 8,663       | -         | 1,011                          |
| Friendship Club                   | 1,210                        | 3,554   | 3,153       | -         | 1,611                          |
| Hardship                          | 2,163                        | 39      | 1,471       | -         | 731                            |
| Special collections               | 1,490                        | 2,787   | 4,277       | -         | -                              |
|                                   | 21,617                       | 48,959  | 55,581      | -         | 14,995                         |
| <b>Designated Funds</b>           |                              |         |             |           |                                |
| Fixed Assets                      | 503,405                      | -       | -           | (15,561)  | 487,844                        |
|                                   | 503,405                      | -       | -           | (15,561)  | 487,844                        |
| <b>General Unrestricted Funds</b> |                              |         |             |           |                                |
|                                   | 265,479                      | 604,888 | 590,102     | 15,561    | 295,826                        |
| <b>TOTAL FUNDS</b>                | 790,501                      | 653,847 | 645,683     | -         | 798,665                        |

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Easter                  | Funds were split equally and given to Kingfisher Ministries and the Kenyan children's project - Hope for the Nations UK. Kingfisher Ministries is run by Greg Downes and provides Evangelism and Training Development in the UK and Worldwide and The Kenyan Children's Project assist vulnerable and orphaned children in Kenya, as well as the communities that they are part of.                                                                                                                                     |
| Harvest                 | Our harvest offering was divided 50/50 and given to Tear Fund's Middle East Emergency Appeal and 50% to support the Bishop of St Albans' Harvest Appeal 2024 - Thrive: Nutrition and Sustainable Agriculture in Sri Lanka in partnership with The Leprosy Mission.                                                                                                                                                                                                                                                      |
| Detonate                | Detonate is a local children's summer activity, which the church runs in conjunction with local churches and fellowships.                                                                                                                                                                                                                                                                                                                                                                                               |
| Christmas Collection    | Our Christmas collection was split equally between JENGA and Restore Hope. JENGA is a Christian non-profit charity based in Uganda. By providing community and development projects the team display God's love to others. Restore Hope is locally based and they are passionate about investing in the lives of children, young people and families so they can flourish. They aim to see hope restored, which in turn creates opportunities for lives and communities to be transformed.                              |
| Hillside                | Total funds raised @ 31/12/24 were £456k of which £430k has been capitalised - £269k for the purchase of Hillside Church in Apr 2022 and £161k of architectural design fees and development expenses to enable remodelling and refurbishment of the site which was completed in Oct 2023. During 2023 £17K was spent on equipping the building ready for the youth and in 2024 an additional £9k was spent on various building improvements. There is an unused balance remaining of £1k.                               |
| Hardship                | The Hardship restricted reserve was originally set up during the Covid Crisis and this year continued to attract £39 in donations. This year payments of up to £210 each were given to individuals within our community.                                                                                                                                                                                                                                                                                                |
| Friendship Club         | The friendship club has been running for many years offering friends and neighbours the opportunity to meet together in the Church Lounge in a safe, warm and comfortable environment for various activities. Members can also enjoy a hearty hot lunch and pudding lovingly cooked and served in-house by the team.                                                                                                                                                                                                    |
| Special collections     | The opening balance of £1,490 related to a cancelled St Andrew's 2020 Youth Team mission trip to Uganda to help Jenga. As a new trip had not been planned for more than 3 years, the PCC agreed it would be redesignated to "Other youth activities" and was spent on the purchase of "Music Speakers" and an "Amplifier" for the Youth at Hillside. In addition there were other collections as follows:- Amilie Erasmus - BBQ Fundraiser £530, Jo Moody & Rodney Hogue Conference £1,558 and Kim Maas Conference £700 |
| <b>Designated Funds</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Fixed Assets            | This fund represents the net book value of tangible fixed assets. Transfers relate to Additions and depreciation for the year.                                                                                                                                                                                                                                                                                                                                                                                          |

The notes numbered 1 to 15 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

**13. ANALYSIS OF NET ASSETS BY FUND**

|                                         | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2024 | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2023 |
|-----------------------------------------|---------------------|---------------------|---------------------------------|------------------------|---------------------|---------------------|---------------------------------|------------------------|
|                                         | £                   | £                   | £                               | £                      | £                   | £                   | £                               | £                      |
| Fixed Assets                            | -                   | 487,844             | -                               | 487,844                |                     | 503,405             |                                 | 503,405                |
| Net Current<br>Assets                   | 14,995              | -                   | 295,826                         | 310,821                | 21,617              | -                   | 265,479                         | 287,096                |
| Fund Balances at<br>31 December<br>2024 | 14,995              | 487,844             | 295,826                         | 798,665                | 21,617              | 503,405             | 265,479                         | 790,501                |

**14 ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party.

**15 STAFF PENSIONS - Church Workers Pension Fund (CWPF)**

St Andrew's (Chorleywood) PCC (PB Classic & PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the Statement of Financial Activities in the year are the contributions payable (2024: £6,398 - 2023: £7,632).

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a surplus of £34.8m on the ongoing assumptions used. At the most recent annual review effective 1 January 2025, the Board chose to grant a discretionary bonus of 6.7% to both pensions not yet in payment and pensions in payment in respect of service prior to April 1997; and a bonus on pensions in payment in respect of post April 2006 service so that the pension increase was 2.7% (where usually it would be calculated based on inflation up to 2.5%). This followed improvements in the funding position over 2024. There is no requirement for deficit payments at the current time.

The next valuation is due as at 31 December 2025.

For the Pension Builder 2014 section, the valuation revealed a surplus of £8.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Andrew's (Chorleywood) PCC could become responsible for paying a share of the failed employer's pension liabilities.

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL  
OF  
ST ANDREW'S CHURCH, CHORLEYWOOD  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**SKS AUDIT LLP**

Chartered Accountants & Statutory Auditor  
St Mary's Court  
The Broadway  
Old Amersham  
Bucks  
HP7 0UT

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

## **LEGAL AND ADMINISTRATIVE INFORMATION**

### **COUNCIL MEMBERS**

Anne Baron \*  
Philip Barton  
Nigel Challis\*\*  
John Ford \*  
Jackie Gedling (to Jun 2023)  
Bill Harer \*  
Catherine Harer  
Rev Tim Horlock \*  
Ben John  
Matthew Jones  
Simon Jones \*  
Jonathan Logan

Bridget Martin  
John Martin  
Adeola Oludemi \*  
Judith Palfreman  
Les Palmer  
Rev James Rigby \*  
Bill Seddon \* (to May 2023)  
Geoff Thompson  
Tanitha Wait  
Corinne Williamson

\* Members of the Standing Committee

\*\*Member of the St Albans Diocesan Board of Finance

### **HONORARY TREASURER**

John Ford

### **HONORARY SECRETARY**

Bill Harer

### **INCUMBENT**

Rev Tim Horlock

### **CHURCH MANAGER**

Alan Richards

### **PRINCIPAL OFFICE**

37 Quickley Lane  
Chorleywood  
Herts  
WD3 5AE

### **BANKERS**

Barclays  
The Watford Group  
32 Clarendon Road  
Watford  
WD1 1LD

### **INDEPENDENT EXAMINER**

SKS Audit LLP  
Chartered Accountants and Statutory Auditor  
St Mary's Court  
The Broadway  
Old Amersham  
Bucks  
HP7 0UT

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

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## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2023

The Members of the Parochial Church Council (PCC) have pleasure in presenting their report together with the financial statements for the year ended 31 December 2023.

#### **Governance**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Chorleywood is registered as a charity with the Charity Commission. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956, as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Objects of the charity are to promote in the ecclesiastical parish the whole mission of the Church.

The trustees of the charity, being the members of the PCC, either elected, co-opted or ex-officio, organise a formal election process each year in the run up to the Annual Parochial Church Meeting (APCM) to fill vacancies arising on the PCC. New members elected to the PCC then automatically become trustees of the charity.

The newly elected members are given guidance on the role and responsibilities of PCC membership including what it means to be a trustee. Eligibility for membership of the PCC is in accordance with the guidelines set out by the Diocese. PCC members serve for a period of up to three years after which, if they so choose, they may stand for re-election. There are no limits to the number of times a person may stand for re-election. On standing down from the PCC, a member is then also removed from the list of trustees of the charity. A full list of the trustees of the charity is available on the Charity Commission website.

#### **Aim and Purposes**

The PCC of St Andrew's Chorleywood has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### **Objectives and Activities**

St Andrew's aligns itself with Bishop Alan's 'Living God's Love' vision of going deeper in God, transforming communities and making new disciples.

Our Vision statement is 'To pursue Jesus and play our part in a revival of holiness.'

When planning our activities for the year, the incumbent and PCC have considered the Charity Commission's guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. Activities include:

- Regular public worship, open to all
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses, conferences and small groups
- The provision of mid-week groups with a Christian ethos for children and young people
- Organising, jointly with other local churches, a summer holiday week for children
- Promoting the whole mission of the Church through activities for senior citizens, parents and toddlers and other special needs groups
- Supporting other charities in the UK and overseas

#### **Change to Independent Examination from Audit**

The PCC decided that this year's accounts will be reviewed under independent examination rather than a full audit

#### **Achievements and Performance**

*They devoted themselves to the apostles' teaching and to the fellowship, to the breaking of bread and to prayer.*

*Acts 2 v42*

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2023

#### *Worship and Prayer*

St Andrew's offers a range of in-person services during the week that are sensitive to different needs and styles of worship. For example, our 9am Sunday service follows a more traditional format, the 11am service is more contemporary and offers a broader range of children's activities while our early evening service is more flexible, informal and more responsive to the preferences of our youth. Our monthly Funday Sunday services have been particularly helpful in appealing to new young families. All are welcome at all of our services.

During the course of the year, it was decided that the church could no longer offer online services. Audio recordings of talks are available for those who are unable to attend.

There are regular prayer meetings including an early morning prayer meeting which is held online, a Monday mid-morning prayer meeting and special times of prayer during different seasons and in response to specific needs (which have happened both in-person and online, depending on circumstances). A prayer ministry team is available to pray with people after the 9am, 11am and 6.30pm services.

#### *Attendance*

At the APCM in 2023 there were 252 on the Electoral Roll (264 at the 2022 meeting). Sunday attendance (adults) based on October 2023 was 195 adults (compared to 180 in 2022). The church has 16 Life Groups involving over 178 people that meet throughout the week. There are around 35 younger (under 11) children who attend Sunday morning groups. In addition, over 40 young people (11-18) attend Sunday and/or midweek activities.

#### *Pastoral Care*

The clergy visit members of the church who are unable to attend church.

#### *Mission and Evangelism*

St Andrew's works to engage with the community on many levels.

Detonate, the summer holiday week organised by St Andrew's and several churches in Chorleywood, was attended by 291 children and 179 volunteers helped make it a very successful week. The leadership team do an outstanding job ensuring the children not only have a wonderful time but that rigorous risk assessments and health and safety reviews are conducted as well as safeguarding being a top priority.

#### **Review of the Year**

The PCC had seven formal meetings in the year with an average attendance of 85%. In addition, there was an informal 'awayday.'

The Standing Committee had eight formal meetings in the year with an average attendance of 96%.

During the course of 2023, many of the plans formulated in 2022 were put into effect under the prayerful and energetic direction of our vicar, Rev Tim Horlock. We were able to hold our regular services at 9am, 11am and 6pm.

Our monthly Funday Sunday services have continued to prove a big success, attracting a number of new families.

Worship is at the heart of our services. Mhairi Smith continued to build her team, particularly training younger members of the church. Santi Ramirez joined the team to lead worship when Mhairi went on maternity leave and has done an excellent job of deputising. We so appreciate their work as well as the many volunteers who support and help lead us closer to God.

We have continued to hold our various prayer groups with the early morning meeting remaining online while the Monday morning prayer meeting, led by our vicar, is held in person in the church.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2023

Our Lent course based on the book 'God on Mute' by Pete Greig, was held both in Life Groups and with sessions at the church and was well received.

Having completed the purchase of the Hillside Free Church (Baptist) buildings in 2022, Alistair Guthrie and his team worked with great skill and persistence to clear all the various planning and regulatory hurdles and enable us to complete the first phase of refurbishment in the autumn. We were very blessed to have Crew Contractors doing the work for us in a highly professional way at a remarkably competitive cost. Many thanks to them and to the team of volunteers who worked so hard to help get the building ready for the youth to use and enjoy.

Our youth work continued to flourish initially under Martha Stringer and her team of volunteers. We were sorry to lose Martha when she left us in the summer but were delighted that Charlotte Barton took over as youth pastor and, along with the team of volunteers, has done a wonderful job of maintaining the momentum established under Martha. The opening our youth-dedicated space in the refurbished Hillside Centre gives us the opportunity to build up this area of our work further.

Mothers and Toddlers has continued its amazing work in the community. Christine Freeman, who has been a quietly inspirational and effective leader of the work over many years, stepped down from overall leadership in the autumn. We can't thank her enough for the impact she has had in the lives of so many. We are delighted that she will continue to work with toddlers, just not as the overall leader. She has helped build up a very strong team around her and they are sharing out her responsibilities.

Pastoral visiting has remained under the leadership of our vicar as he and our curate visit and care for those in our congregation going through difficult times.

The Detonate team put on a highly successful programme in the summer in conjunction with our local churches. Many of the children who attend are not regular church attendees and the team do a remarkable job each year in reaching out with Jesus' love to our community. A further 10 small group leaders would have enabled the 50 children on the waiting list to have also attended, which was a real shame they missed out.

Our Sustainability Committee continues working away to reduce our carbon footprint. A number of initiatives have been undertaken and further work is envisaged as we also try to reach the diocese's target of net zero in the years to come.

We held a number of social events in the church, under the coordination of the Social Committee, including celebrating various significant birthdays, holding men's and ladies' breakfast events. Gerard LeFeuvre and the King's Chamber Orchestra held a number of concerts, including a soirée at Hillside.

As mentioned above, there have been several changes in our staff team over the year with Martha moving on and Mhairi going on maternity leave. These changes have put an extra burden on our team and we thank them for their tireless efforts on our behalf. After the end of the year, our Communications and Community Liaison Officer, Vanessa Rousseau announced that she would be leaving us to join a local charity. Vanessa has been with us for four years and made many significant contributions to the life of the church, most notably in her leading of the Chorleywood community response to COVID for which she was awarded a BEM.

In December, we held a Thanksgiving Service for the life of Bishop David Pytches. David was a very significant figure in the life of the church both as vicar for many years and as a member of the church family after his retirement. His passing was a time of both sadness and gratitude for a life that gave so much to so many. We continue to give thanks for him and pray for Mary and his family.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2023

**Plans for Future Periods"**

We will continue to hold our services at 9am, 11am and 6pm and will offer recordings of sermons for those unable to attend.

Our monthly Funday Sunday services reaching out to young families will continue.

We will continue to run our various prayer groups, with the early morning meeting online and the Monday morning prayer meeting, led by our vicar, held in person.

We are holding a Lent course entitled 'Discipleship Explored' based around the book of Philippians. The course is being held in our Life Groups with groups open to whoever wants to join.

The youth will continue their meetings both on Sunday and during the week, making increasing use of the facilities at Hillside Centre.

Mothers and Toddlers will continue with its ministry; as will the Friendship Club.

Pastoral visiting will continue under the vicar. The small group network that is in place will continue to be an important support to members of the congregation.

Along with the other local churches, we will run our Detonate programme in the summer.

St Andrew's hosts a range of other social events for the community and these will continue under the coordination of the Social Committee.

We will continue to work towards improving the sustainability of the church with input from the Sustainability Committee.

**Review of Financial Activities and Affairs**

Total unrestricted voluntary income for the year was £560k compared to £510k in 2022. The increase was due to a remarkable £45k increase in sundry donations. We had been very concerned about the outlook for 2023 with higher energy costs and pressure on incomes and had appealed to the church family for help. The response has been quite overwhelming. With higher income, we were able to reclaim £6.5k more gift aid than in 2022. As well as the very high level of sundry donations, we received legacies of just over £17k. We are so grateful to Harry Gaunt and Peter and Sheila Devers who blessed the church in their wills.

Restricted income was down £8k compared to 2022, with a mix of continued donations and two significant grants for Hillside balancing lower collections after the record levels of 2022.

Income from hire of facilities was over £34k compared to £25k in 2022 reflecting a full year of income from Hillside. Rental from the flat, the Hillside Pre-School as well as increasing levels of income from hiring out the facilities.

Mix of our higher cash levels and higher interest rates boosted interest income by nearly £8k.

Staff costs were £9k lower than in 2022 as both our worship and youth posts moved from full time to part time. Church running costs were £20k higher than in 2022 reflecting general levels of inflation and in particular higher energy costs. This was a smaller increase than we had feared as our Church Manager, Alan Richards, introduced more active management of the use of energy. He also managed to keep the repairs and maintenance expenses to £3k less than the previous year.

Our giving to mission from unrestricted income was similar to 2022. We continued to pay our parish share request in full.

Attendance, which is generally a leading indicator of income, has increased modestly but remains well below pre-pandemic levels. Youth and children's work is back to pre-pandemic levels, which is a tribute to the team including those involved in Toddlers and Funday Sunday.

## ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2023

After the amazing generosity in 2023, we are likely to see lower sundry donations in 2024 which will likely feed through to lower overall income. We will continue to keep a close eye on costs but expect to see our staff costs increase as we look for support for Charlotte in youth, find a replacement for Vanessa and as Mhairi returns from maternity leave. Inflation remains a concern but the steep increase in energy costs is hopefully behind us.

We plan to use the legacies we have received to invest in capital projects around the church. Putting those trends together, our cash position is expected to move back towards our policy levels by the end of the year.

**Contribution of volunteers**

The work of St Andrew's could not be sustained without the contribution made by many volunteers in all aspects of its ministry. Areas such as the Toddler Group, the Friendship Club, Life Groups, hospitality, flowers, cleaning, the Hillside Group, Worship Group, AV and sound teams rely heavily on volunteers. The team who helped decorate the youth area at the Hillside Centre were also all volunteers.

Special mention must be made of Alan Richards who does an amazing job as Church Manager and of Alistair Guthrie who continues to oversee Hillside for us.

As with many churches, we continue to seek more volunteers. Several of our very faithful team have reached an age where they need to throttle back and many of our younger members have full-on work and family commitments, so this is likely to continue to be a challenge.

**Investment Policy**

The PCC policy is to hold investments that are liquid and low risk while also yielding a competitive rate of return. Consideration is also given to the ethical elements of investments. Where funds are not protected by the Government Deposit Protection Scheme or needed to cover short term cash needs, the PCC invests in the CBF Church of England Deposit Fund which provides a diversified exposure to high quality short-term liquid assets.

**Reserves Policy**

It is the intention and policy of the PCC to hold sufficient cash to cover approximately three months of what it estimates to be ongoing core operating expenses in order to cover working capital, staff absences and short-term debts as well as to protect the church from sudden, unexpected loss of income or one-off, unbudgeted expense. In addition, from time to time the PCC identifies designated reserves to cover any anticipated shortfall or for significant expected items of expenditure. The reserves are monitored regularly, and the policy reviewed annually by the PCC and the Finance Group under the Treasurer. Reserves are currently above policy at £265,479 (2022: £178,640) of unrestricted funds which would cover 7.9 months (2022: 5.3 months) of estimated core operating expenses. The PCC would need to hold £100,818 (2022: £100,906) to meet the policy level of 3 months. With a deficit expected in 2024, reserves are anticipated to be nearer policy by the end of the year.

**Risks Policy**

The PCC regularly reviews risks and policies under the following headings: Financial (e.g. Reserves/viability; expenditure limits); Operational and regulatory (e.g. Safeguarding of Children and Vulnerable Adults; Health and Safety); Staff (e.g. resourcing, compliance with correct HR procedures); and Insurable (e.g. property and accident). Financial controls are specified to give accountability and confidentiality. Financial reports are made to every Standing Committee and PCC meeting, and budgets agreed before the start of each year.

**Grant Making Policy**

The PCC has a policy of giving away 15% of unrestricted giving to support Mission work outside the Parish. The policy recognises that in times of financial pressure when other commitments such as payment of the parish share request are compromised then no less than 10% of unrestricted giving should be given to support Mission work outside the Parish. The beneficiaries of these grants are selected annually by the PCC under the guidance of the Missions Committee which works with individual overseas mission partners and the Mission Finance Group which assesses other potential beneficiaries as well as providing recommendations for beneficiaries of restricted collections made at various points in the year, particularly Easter, Harvest and Christmas. In addition, the PCC may give occasional small grants for other purposes from unrestricted funds. Grants are made

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2023

directly overseas only to organisations that have been personally vetted by a member of the congregation and have provided a report on the application of any previous grants.

**Trustee Training Policy**

Each PCC Member is provided on election with an induction checklist that includes information or sources of information on the roles and responsibilities of PCC members; an introduction to the deanery and diocese - people, structures and synods; as well as a review of the finances of St Andrew's. This checklist is reviewed annually. An interactive session is held with each new member, separately or as a group, to ensure that any questions can be fully addressed.

**Statement of the Responsibilities of the Members of the Parochial Church Council**

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the Independent Examiner**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

there is no relevant information of which the company's Independent Examiner are unaware; and we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the company's Independent Examiner are aware of that information.

For and on behalf of the PCC:

.....  
John Ford  
Honorary Treasurer

Dated: .....

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF ST ANDREW'S CHURCH,  
CHORLEYWOOD FOR THE YEAR ENDED 31 DECEMBER 2023

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages ... to ...

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants for England & Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Caroline Brazier ACA, DChA

SKS Audit LLP

St Marys Court

The Broadway

Old Amersham

Bucks HP7 0UT

Date:

## ST ANDREW'S CHURCH, CHORLEYWOOD

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2023

|                                                        |      | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 |
|--------------------------------------------------------|------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
| Note                                                   |      | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>Income and Endowments from:</b>                     |      |                       |                     |                        |                       |                     |                        |
| Donations and legacies                                 | 2(a) | 559,704               | 87,934              | 647,638                | 510,324               | 96,262              | 606,586                |
| Charitable activities                                  | 2(b) | 20,440                | -                   | 20,440                 | 15,834                | -                   | 15,834                 |
| Other trading activities                               | 2(c) | 42,444                | -                   | 42,444                 | 34,771                | -                   | 34,771                 |
| Investments                                            | 2(d) | 10,627                | -                   | 10,627                 | 2,916                 | -                   | 2,916                  |
| Other                                                  | 2(e) | 1,223                 | -                   | 1,223                  | 1,279                 | -                   | 1,279                  |
| <b>Total</b>                                           |      | <b>634,438</b>        | <b>87,934</b>       | <b>722,372</b>         | <b>565,124</b>        | <b>96,262</b>       | <b>661,386</b>         |
| <b>Expenditure on:</b>                                 |      |                       |                     |                        |                       |                     |                        |
| Charitable activities                                  | 3(b) | 593,349               | 57,445              | 650,794                | 584,689               | 52,124              | 636,813                |
| <b>Total</b>                                           |      | <b>593,349</b>        | <b>57,445</b>       | <b>650,794</b>         | <b>584,689</b>        | <b>52,124</b>       | <b>636,813</b>         |
| <b>Net income/(expenditure)</b>                        |      | 41,089                | 30,489              | 71,578                 | (19,565)              | 44,138              | 24,573                 |
| <b>Transfers between funds</b>                         | 12   | 142,563               | (142,563)           | -                      | 286,751               | (286,751)           | -                      |
| <b>Net movement in funds</b>                           |      | 183,652               | (112,074)           | 71,578                 | 267,186               | (242,613)           | 24,573                 |
| <b>Reconciliation of funds:</b>                        |      |                       |                     |                        |                       |                     |                        |
| Total funds brought forward at 1 January 2023          |      | 585,232               | 133,691             | 718,923                | 318,046               | 376,304             | 694,350                |
| <b>Total funds carried forward at 31 December 2023</b> |      | <b>768,884</b>        | <b>21,617</b>       | <b>790,501</b>         | <b>585,232</b>        | <b>133,691</b>      | <b>718,923</b>         |

All of the PCC's activities are classed as continuing operations

The movement on funds is shown in note 12 to the financial statements

The PCC has no recognised gains or losses other than the result for the year

## ST ANDREW'S CHURCH, CHORLEYWOOD

## BALANCE SHEET

AS AT 31 DECEMBER 2023

|                                                |                             | Note | 2023<br>£      | 2022<br>£      |
|------------------------------------------------|-----------------------------|------|----------------|----------------|
| <b>FIXED ASSETS:</b>                           |                             |      |                |                |
| Tangible fixed assets                          | <i>Total Fixed assets</i>   | 4    | 503,405        | 406,592        |
| <b>CURRENT ASSETS:</b>                         |                             |      |                |                |
| Stock                                          |                             | 5    | 2,357          | 2,005          |
| Debtors                                        |                             | 6    | 29,820         | 36,978         |
| Cash at bank and in hand                       |                             |      | 282,553        | 302,428        |
|                                                | <i>Total Current assets</i> |      | 314,730        | 341,411        |
| <b>LIABILITIES:</b>                            |                             |      |                |                |
| Creditors: Amounts falling due within one year |                             | 7    | (27,634)       | (29,080)       |
|                                                | <i>Net Current assets</i>   |      | 287,096        | 312,331        |
| <b>TOTAL NET ASSETS</b>                        |                             |      | <u>790,501</u> | <u>718,923</u> |
| <b>THE FUNDS OF THE CHARITY</b>                |                             |      |                |                |
| Restricted funds                               |                             | 12   | 21,617         | 133,691        |
| Unrestricted funds (Designated)                |                             | 12   | 503,405        | 406,592        |
| Unrestricted funds (General)                   |                             | 12   | 265,479        | 178,640        |
|                                                |                             |      | <u>790,501</u> | <u>718,923</u> |

Approved by the members of the Parochial Church Council on ..... and signed on their behalf by:

.....  
T Horlock  
Chairman

.....  
J Ford  
Honorary Treasurer

## ST ANDREW'S CHURCH, CHORLEYWOOD

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2023

|                                                         | 2023             | 2022             |
|---------------------------------------------------------|------------------|------------------|
|                                                         | £                | £                |
| Net movement in funds                                   | 71,578           | 24,573           |
| Adjustments for:                                        |                  |                  |
| Depreciation                                            | 52,634           | 52,749           |
| Investment income                                       | (10,627)         | (2,916)          |
| Decrease/(increase) in trade and other receivables      | 7,158            | (21,220)         |
| Decrease/(increase) in stock                            | (352)            | 481              |
| Increase/(decrease) in trade and other payables         | (1,446)          | 1,451            |
| <b>Net cash from operating activities</b>               | <b>118,945</b>   | <b>55,118</b>    |
| <b>Investing activities</b>                             |                  |                  |
| Purchase of fixed assets                                | (149,447)        | (288,077)        |
| Investment income                                       | 10,627           | 2,916            |
| <i>Cash flow from investing activities</i>              | <i>(138,820)</i> | <i>(285,161)</i> |
| <b>Net change in cash and cash equivalents</b>          | <b>(19,875)</b>  | <b>(230,043)</b> |
| <b>Cash and cash equivalents at start of year</b>       | <b>302,428</b>   | <b>532,471</b>   |
| <b>Cash and cash equivalents at the end of the year</b> | <b>282,553</b>   | <b>302,428</b>   |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**1. ACCOUNTING POLICIES**

St Andrew's Church is a charity registered in England & Wales. Details of the charities registered office can be found on the legal and administrative information page. The nature of the charity's operations and principal activities are to promote in the ecclesiastical parish the whole mission of the Church.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on an accruals accounting basis and in accordance with the Church Accounting Regulations 2006. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Funds**

Funds held by the PCC are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Designated funds – these are funds which the PCC have designated for use for a particular purpose and are funds set aside by the PCC out of unrestricted general funds for specific future purposes or projects.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the PCC. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. The cost of raising and administering such funds are charged against a specific fund. The aim and use of each restricted fund is set out in the notes to the financial statement.

**Income**

Collections are recognised only when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement to the amount due, the receipt is more likely than not and the amount receivable can be estimated with reasonable accuracy.

**Expenditure**Grants

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

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when paid. Any agreed parish share unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

#### Allocation of Costs

The costs involved in supporting the PCC's work are allocated across the charitable activities on a pro rata basis of their total cost within the resources expended. This includes bank interest and charges payable. Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

#### **Leases**

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases") the assets are treated as if they have been purchased outright. The amount capitalised is the fair value of the assets concerned. The corresponding liability to the leasing company is included as an obligation under finance leases. Depreciation on leased assets is charged to the Statement of Financial Activities over the shorter of the lease term and the estimated useful life of the asset.

All other assets are treated as "operating leases" and the relevant annual rentals are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

#### **Tangible Fixed Assets**

Fixed assets are initially recorded at cost. Items are capitalised when the purchase price is over £2,500, apart from expenditure on consecrated or beneficed buildings, for which the limit is £5,000.

All expenditure on the repair of moveable Church furnishings acquired before 1 January 2001 is written off in the Statement of Financial Activities.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.10 (2) of the Charities Act 2011.

Moveable Church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Communion silverware is not depreciated.

Depreciation is provided at the following rates per annum on a straight-line basis:

- Freehold Land & Buildings - 0% on Land & 2% on buildings
- Property improvements - 5%
- Motor Vehicles - 20%
- Computer & other equipment - 33 1/3 %
- Organ - 10%
- Furniture, Fixtures and Fittings - 10% to 20%, depending on their useful life

Within computer and equipment there are assets that are silverware which is not depreciated

#### **Current assets and liabilities**

Amounts owing to the PCC at 31 December in respect of fees, rent and other income are shown as debtors, less provision for any amounts which may prove uncollectable. Amounts owed by the PCC at 31 December in respect of expenditure are shown as creditors.

#### **Stock**

Stock is stated at the lower of cost and net realisable value, where cost is the purchase price.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

### Pensions

The PCC encourages employees to join the Church Workers Pension Fund, which is a defined benefit pension scheme. The PCC matches contributions made by employees. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial activities as they are incurred.

## 2. INCOME

|                                            | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 |
|--------------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                            | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>(a) Donations and legacies</b>          |                       |                     |                        |                       |                     |                        |
| Standing Orders & Other regular giving     | 360,473               | -                   | 360,473                | 359,258               | -                   | 359,258                |
| Legacies                                   | 17,135                | -                   | 17,135                 | 20,000                | -                   | 20,000                 |
| Detonate                                   | -                     | 19,477              | 19,477                 | -                     | 22,250              | 22,250                 |
| Hillside                                   | -                     | 48,394              | 48,394                 | -                     | 18,317              | 18,317                 |
| Sundry Donations                           | 101,592               | 2,599               | 104,191                | 56,957                | 4,611               | 61,568                 |
| Collections at all services                | 390                   | 14,325              | 14,715                 | 545                   | 41,543              | 42,088                 |
| Gift Aid recovered                         | 80,114                | 3,139               | 83,253                 | 73,564                | 9,541               | 83,105                 |
|                                            | 559,704               | 87,934              | 647,638                | 510,324               | 96,262              | 606,586                |
| <b>(b) Charitable activities</b>           |                       |                     |                        |                       |                     |                        |
| Parochial Fees                             | 3,493                 | -                   | 3,493                  | 2,058                 | -                   | 2,058                  |
| Mission & Other Events & activities        | 12,532                | -                   | 12,532                 | 13,195                | -                   | 13,195                 |
| Children's and youth events and activities | 4,415                 | -                   | 4,415                  | 581                   | -                   | 581                    |
|                                            | 20,440                | -                   | 20,440                 | 15,834                | -                   | 15,834                 |
| <b>(c) Other trading activities</b>        |                       |                     |                        |                       |                     |                        |
| Bookstall                                  | 2,667                 | -                   | 2,667                  | 2,753                 | -                   | 2,753                  |
| Hire of facilities                         | 33,777                | -                   | 33,777                 | 25,039                | -                   | 25,039                 |
| Management fee                             | 6,000                 | -                   | 6,000                  | 6,979                 | -                   | 6,979                  |
|                                            | 42,444                | -                   | 42,444                 | 34,771                | -                   | 34,771                 |
| <b>(d) Investments</b>                     |                       |                     |                        |                       |                     |                        |
| Interest received                          | 10,627                | -                   | 10,627                 | 2,916                 | -                   | 2,916                  |
| <b>(e) Other</b>                           |                       |                     |                        |                       |                     |                        |
| Gain on disposal of fixed assets           | 1,223                 | -                   | 1,223                  | -                     | -                   | -                      |
| St Albans Diocese - Energy Grant           | -                     | -                   | -                      | 1,279                 | -                   | 1,279                  |
|                                            | 1,223                 | -                   | 1,223                  | 1,279                 | -                   | 1,279                  |
| <b>TOTAL INCOME</b>                        | <b>634,438</b>        | <b>87,934</b>       | <b>722,372</b>         | <b>565,124</b>        | <b>96,262</b>       | <b>661,386</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023**3. EXPENDITURE**

|                                        | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2023 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 |
|----------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                        | £                     | £                   | £                      | £                     | £                   | £                      |
| (b) <b>Charitable activities</b>       |                       |                     |                        |                       |                     |                        |
| i Grants:                              |                       |                     |                        |                       |                     |                        |
| Overseas missions and support          | 20,560                | -                   | 20,560                 | 25,236                | -                   | 25,236                 |
| Home missions and support              | 21,371                | -                   | 21,371                 | 17,900                | -                   | 17,900                 |
| Special gift distribution              | -                     | 57,445              | 57,445                 | -                     | 52,124              | 52,124                 |
| Diocesan parish share                  | 168,705               | -                   | 168,705                | 163,165               | -                   | 163,165                |
| Church activities:                     |                       |                     |                        |                       |                     |                        |
| Bookstall                              | 2,097                 | -                   | 2,097                  | 2,757                 | -                   | 2,757                  |
| Mission & Other Events & activities    | 16,181                | -                   | 16,181                 | 22,465                | -                   | 22,465                 |
| Children's & youth events & activities | 13,054                | -                   | 13,054                 | 9,528                 | -                   | 9,528                  |
| Church running costs:                  |                       |                     |                        |                       |                     |                        |
| Church running costs                   | 73,975                | -                   | 73,975                 | 54,116                | -                   | 54,116                 |
| Repairs & maintenance                  | 13,290                | -                   | 13,290                 | 16,006                | -                   | 16,006                 |
| Depreciation                           | 52,634                | -                   | 52,634                 | 52,749                | -                   | 52,749                 |
| Clergy:                                |                       |                     |                        |                       |                     |                        |
| Clergy & ministry expenses             | 44,950                | -                   | 44,950                 | 44,566                | -                   | 44,566                 |
| Salaries & staff costs:                |                       |                     |                        |                       |                     |                        |
| Administrative staff                   | 58,730                | -                   | 58,730                 | 55,341                | -                   | 55,341                 |
| Ministry Staff                         | 80,827                | -                   | 80,827                 | 92,289                | -                   | 92,289                 |
| Training and recruitment               | 1,966                 | -                   | 1,966                  | 2,291                 | -                   | 2,291                  |
| Pensions                               | 7,632                 | -                   | 7,632                  | 6,550                 | -                   | 6,550                  |
| Employer's national insurance          | 11,178                | -                   | 11,178                 | 11,409                | -                   | 11,409                 |
| Printing, Postage and stationery       | 1,403                 | -                   | 1,403                  | 1,510                 | -                   | 1,510                  |
| Bank charges                           | 1,340                 | -                   | 1,340                  | 622                   | -                   | 622                    |
| Professional fees                      | 220                   | -                   | 220                    | 1,241                 | -                   | 1,241                  |
| IE fee                                 | 3,236                 | -                   | 3,236                  | 4,948                 | -                   | 4,948                  |
| <b>TOTAL EXPENDITURE</b>               | <b>593,349</b>        | <b>57,445</b>       | <b>650,794</b>         | <b>584,689</b>        | <b>52,124</b>       | <b>636,813</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

| 3(b)i ANALYSIS OF GRANTS                       | Grants to institutions | Grants to individuals | Support costs | Total 2023     | Grants to institutions | Grants to individuals | Support costs  | Total 2022     |
|------------------------------------------------|------------------------|-----------------------|---------------|----------------|------------------------|-----------------------|----------------|----------------|
|                                                | £                      | £                     | £             | £              | £                      | £                     | £              | £              |
| Grants made to Link Partners                   | -                      | 20,560                | -             | 20,560         | -                      | 25,236                | -              | 25,236         |
| <b>Overseas missions and support</b>           | <b>-</b>               | <b>20,560</b>         | <b>-</b>      | <b>20,560</b>  | <b>-</b>               | <b>25,236</b>         | <b>-</b>       | <b>25,236</b>  |
| Onelife                                        | 3,000                  | -                     | -             | 3,000          | 3,350                  | -                     | -              | 3,350          |
| Evangelical Alliance                           | 300                    | -                     | -             | 300            | 300                    | -                     | -              | 300            |
| Philo trust                                    | 1,500                  | -                     | -             | 1,500          | 2,500                  | -                     | -              | 2,500          |
| London School of Theology                      | 1,000                  | -                     | -             | 1,000          | 1,000                  | -                     | -              | 1,000          |
| St Albans & Harp Christian Educ Project (STEP) | 1,000                  | -                     | -             | 1,000          | 1,000                  | -                     | -              | 1,000          |
| Oak Church - Stevenage                         | 2,000                  | -                     | -             | 2,000          | 4,000                  | -                     | -              | 4,000          |
| Restore Hope Latimer                           | 2,000                  | -                     | -             | 2,000          | 1,000                  | -                     | -              | 1,000          |
| Gerard Le Feuvre (KCO)                         | -                      | 4,671                 | -             | 4,671          | -                      | 4,500                 | -              | 4,500          |
| TLG - Transforming Lives for Good              | 1,000                  | -                     | -             | 1,000          | -                      | -                     | -              | -              |
| Kintsugi Hope                                  | 1,000                  | -                     | -             | 1,000          | -                      | -                     | -              | -              |
| New Hope chaplain                              | 2,000                  | -                     | -             | 2,000          | -                      | -                     | -              | -              |
| Lemmings                                       | 1,000                  | -                     | -             | 1,000          | -                      | -                     | -              | -              |
| A Rocha                                        | 500                    | -                     | -             | 500            | -                      | -                     | -              | -              |
| Donations from Toddlers Group                  | 400                    | -                     | -             | 400            | 250                    | -                     | -              | 250            |
| <b>Home missions and support</b>               | <b>16,700</b>          | <b>4,671</b>          | <b>-</b>      | <b>21,371</b>  | <b>13,400</b>          | <b>4,500</b>          | <b>-</b>       | <b>17,900</b>  |
| TLG - Transforming Lives for Good              | 2,467                  | -                     | -             | 2,467          | -                      | -                     | -              | -              |
| Open Doors                                     | 2,467                  | -                     | -             | 2,467          | -                      | -                     | -              | -              |
| Tearfund - Ukraine Appeal                      | -                      | -                     | -             | -              | 17,163                 | -                     | -              | 17,163         |
| Operation Mobilisation - Ukraine Appeal        | -                      | -                     | -             | -              | 17,162                 | -                     | -              | 17,162         |
| <b>Easter Collection - Restricted fund</b>     | <b>4,934</b>           | <b>-</b>              | <b>-</b>      | <b>4,934</b>   | <b>34,325</b>          | <b>-</b>              | <b>-</b>       | <b>34,325</b>  |
| Full Gospel Assemblies of Pakistan             | 3,936                  | -                     | -             | 3,936          | -                      | -                     | -              | -              |
| New Hope Trust - Late gift aid                 | 250                    | -                     | -             | 250            | 3,897                  | -                     | -              | 3,897          |
| Bishop's harvest appeal - Late gift aid        | 250                    | -                     | -             | 250            | 3,896                  | -                     | -              | 3,896          |
| <b>Harvest Collection - Restricted fund</b>    | <b>4,436</b>           | <b>-</b>              | <b>-</b>      | <b>4,436</b>   | <b>7,793</b>           | <b>-</b>              | <b>-</b>       | <b>7,793</b>   |
| Samara's Aid                                   | 2,484                  | -                     | -             | 2,484          | -                      | -                     | -              | -              |
| New Hope Trust                                 | 2,483                  | -                     | -             | 2,483          | -                      | -                     | -              | -              |
| Primary Education Project                      | -                      | -                     | -             | -              | 7,398                  | -                     | -              | 7,398          |
| Tearfund                                       | -                      | -                     | -             | -              | 150                    | -                     | -              | 150            |
| Gerard Le Feuvre (KCO)                         | -                      | -                     | -             | -              | -                      | 150                   | -              | 150            |
| <b>Christmas Collection - Restricted fund</b>  | <b>4,967</b>           | <b>-</b>              | <b>-</b>      | <b>4,967</b>   | <b>7,548</b>           | <b>150</b>            | <b>-</b>       | <b>7,698</b>   |
| Rodney Hogue conference                        | -                      | 2,446                 | -             | 2,446          | -                      | -                     | -              | -              |
| Connie Dawson                                  | -                      | 173                   | -             | 173            | -                      | -                     | -              | -              |
| Agape                                          | -                      | -                     | -             | -              | 3,110                  | -                     | -              | 3,110          |
| Community Projects                             | -                      | 423                   | -             | 423            | -                      | 1,001                 | -              | 1,001          |
| <b>Special Collection - Restricted fund</b>    | <b>-</b>               | <b>3,042</b>          | <b>-</b>      | <b>3,042</b>   | <b>3,110</b>           | <b>1,001</b>          | <b>-</b>       | <b>4,111</b>   |
| Detonate                                       | -                      | -                     | 20,646        | 20,646         | -                      | -                     | 16,691         | 16,691         |
| Hillside                                       | -                      | -                     | 16,514        | 16,514         | -                      | -                     | (19,138)       | (19,138)       |
| Friendship Club                                | -                      | -                     | 2,270         | 2,270          | -                      | -                     | -              | -              |
| Hardship                                       | -                      | 636                   | -             | 636            | -                      | 644                   | -              | 644            |
| <b>Special gift distribution</b>               | <b>14,337</b>          | <b>3,678</b>          | <b>39,430</b> | <b>57,445</b>  | <b>52,776</b>          | <b>1,795</b>          | <b>-2,447</b>  | <b>52,124</b>  |
| Diocesan parish share                          | 168,705                | -                     | -             | 168,705        | 163,165                | -                     | -              | 163,165        |
| <b>Total Grants</b>                            | <b>199,742</b>         | <b>28,909</b>         | <b>39,430</b> | <b>268,081</b> | <b>229,341</b>         | <b>31,531</b>         | <b>(2,447)</b> | <b>258,425</b> |

## Hillside – Special gift distribution 2022

In 2020 & 2021 £19k of expenditure was incurred in relation to the purchase of Hillside and during 2022 this amount was added back in order that it could be capitalised. Hillside Church was purchased on 07/04/22.

The notes numbered 1 to 15 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

**4. TANGIBLE FIXED ASSETS**

|                         | Freehold Land<br>& Buildings<br>£ | Property<br>Improvements<br>£ | Computers &<br>Equipment<br>£ | Fixtures<br>& Fittings<br>£ | Total<br>£ |
|-------------------------|-----------------------------------|-------------------------------|-------------------------------|-----------------------------|------------|
| <b>Cost</b>             |                                   |                               |                               |                             |            |
| At 1 January 2023       | 268,827                           | 516,812                       | 186,215                       | 258,596                     | 1,230,450  |
| Additions               | -                                 | 143,620                       | 2,374                         | 3,453                       | 149,447    |
| Disposals               | -                                 | -                             | (4,438)                       | -                           | (4,438)    |
| At 31 December 2023     | 268,827                           | 660,432                       | 184,151                       | 262,049                     | 1,375,459  |
| <b>Depreciation</b>     |                                   |                               |                               |                             |            |
| At 1 January 2023       | 2,251                             | 447,683                       | 167,118                       | 206,806                     | 823,858    |
| Charge for year         | 3,377                             | 26,291                        | 10,525                        | 12,441                      | 52,634     |
| Eliminated on disposals | -                                 | -                             | (4,438)                       | -                           | (4,438)    |
| At 31 December 2023     | 5,628                             | 473,974                       | 173,205                       | 219,247                     | 872,054    |
| <b>Net Book Value</b>   |                                   |                               |                               |                             |            |
| At 31 December 2023     | 263,199                           | 186,458                       | 10,946                        | 42,802                      | 503,405    |
| At 31 December 2022     | 266,576                           | 69,129                        | 19,097                        | 51,790                      | 406,592    |

There is a residual balance of £7,439 on computers & equipment which relates to silverware and is not depreciated.  
All of the assets are held for the PCC's ongoing activities.

**5. STOCKS**

|                 | 2023<br>£ | 2022<br>£ |
|-----------------|-----------|-----------|
| Bookstall stock | 2,357     | 2,005     |

**6. DEBTORS**

|                      | 2023<br>£ | 2022<br>£ |
|----------------------|-----------|-----------|
| Prepayments          | 4,577     | 4,007     |
| Other debtors        | 18,578    | 25,353    |
| Gift Aid recoverable | 6,665     | 7,618     |
|                      | 29,820    | 36,978    |

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | <b>2023</b>   | <b>2022</b>   |
|------------------------------|---------------|---------------|
|                              | <b>£</b>      | <b>£</b>      |
| Trade Creditors              | 1,366         | 3,375         |
| Other Creditors              | 3,715         | 2,786         |
| Accruals                     | 19,439        | 20,423        |
| Taxation and Social Security | 3,114         | 2,496         |
|                              | <b>27,634</b> | <b>29,080</b> |

**8. REMUNERATION OF PCC MEMBERS AND OTHER RELATED PARTY TRANSACTIONS**

The following payments were made or re-imbursed to PCC members and other related parties:

|              |                    | <b>2023</b> | <b>2022</b> |                                |
|--------------|--------------------|-------------|-------------|--------------------------------|
|              |                    | <b>£</b>    | <b>£</b>    |                                |
| Tim Horlock  | PCC Member         | 2,738       | 2,376       | Expenses and allowances        |
| Alex Horlock | Wife of PCC Member | -           | 6,621       | Salary including Employers NIC |
| James Rigby  | PCC Member         | 911         | 1,171       | Expenses and allowances        |

Members of the Clergy also receive housing, telephone & travel costs that have been excluded from the above analysis  
No further expenses were reimbursed to other PCC members in 2023 (2022: £nil).

Donations received from PCC members and other charities of which PCC members are trustees totalled £89,143 (2022: £73,370) during the reporting period. The Church made donations totalling £6,733 (2022: £7,897) to other charities of which PCC members are trustees.

**9. EMPLOYEE COSTS**

Employee costs, excluding clergy paid by the Diocese, were as follows:

|                       | <b>2023</b>    | <b>2022</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Salaries & wages      | 137,759        | 147,257        |
| Social security costs | 11,178         | 11,409         |
| Pension costs         | 7,632          | 6,550          |
|                       | <b>156,569</b> | <b>165,216</b> |

The Clergy receive a Stipend from the Diocese and are classed as "office holders" for tax purposes. They are not paid directly by the PCC although the "parish share" paid to the Diocese includes an element to cover the clergy Stipend.

The key management personnel are either self-employed or volunteers and as such do not receive employee benefits.

No employees were paid at a rate of more than £60,000 pa (2022: none).

The average number of paid staff during the year was 6.4 (2022: 6.3) while the full time equivalent of paid staff was 5.1 (2022: 5.1).

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

**10. CONTINGENT LIABILITIES**

There were no contingent liabilities as at 31 December 2023 (2022: £nil).

**11. OPERATING LEASE COMMITMENTS**

At 31 December 2023, the PCC had commitments under non-cancellable operating leases as follows

Operating lease payments in the year were £1,480 (2022: £1,480).

|                                                   | <b>2023</b>         |       | <b>2022</b>         |       |
|---------------------------------------------------|---------------------|-------|---------------------|-------|
|                                                   | Land &<br>Buildings | Other | Land &<br>Buildings | Other |
|                                                   | £                   | £     | £                   | £     |
| Future minimum lease payments                     |                     |       |                     |       |
| not later than one year;                          | -                   | 1,480 | -                   | 1,480 |
| later than one year and not later than five years | -                   | 489   | -                   | 1,970 |
| later than five years                             | -                   | -     | -                   | -     |
|                                                   | -                   | 1,970 | -                   | 3,450 |

The current 4-year photocopier lease expires in April 2025

**12. SUMMARY OF FUND MOVEMENTS**

|                                   | Balance at 1<br>January 2023 | Income  | Expenditure | Transfers | Balance at 31<br>December 2023 |
|-----------------------------------|------------------------------|---------|-------------|-----------|--------------------------------|
|                                   | £                            | £       | £           | £         | £                              |
| <b>Restricted Funds</b>           |                              |         |             |           |                                |
| Easter                            | -                            | 4,934   | 4,934       | -         | -                              |
| Harvest                           | -                            | 4,436   | 4,436       | -         | -                              |
| Detonate                          | 13,020                       | 19,477  | 20,646      | -         | 11,851                         |
| Christmas Collection              | -                            | 4,967   | 4,967       | -         | -                              |
| Hillside                          | 116,167                      | 48,870  | 16,514      | (143,620) | 4,903                          |
| Friendship Club                   | -                            | 2,423   | 2,270       | 1,057     | 1,210                          |
| Hardship                          | 2,591                        | 208     | 636         | -         | 2,163                          |
| Special collections               | 1,913                        | 2,619   | 3,042       | -         | 1,490                          |
|                                   | 133,691                      | 87,934  | 57,445      | (142,563) | 21,617                         |
| <b>Designated Funds</b>           |                              |         |             |           |                                |
| Fixed Assets                      | 406,592                      | -       | -           | 96,813    | 503,405                        |
|                                   | 406,592                      | -       | -           | 96,813    | 503,405                        |
| <b>General Unrestricted Funds</b> |                              |         |             |           |                                |
|                                   | 178,640                      | 634,438 | 593,349     | 45,750    | 265,479                        |
| <b>TOTAL FUNDS</b>                | 718,923                      | 722,372 | 650,794     | -         | 790,501                        |

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Easter                  | Funds were split equally and given to TLG & Open Doors. TLG launched an Urgent Crisis Response to meet the devastating need across the UK by getting alongside struggling families, providing them with warm food, a warm venue and a very warm welcome. Open Doors brings resources and hope to persecuted Christians - more than 360 million Christians worldwide suffer high levels of persecution and discrimination for their faith – that's a staggering 1 in 7 believers. |
| Harvest                 | Our Harvest collection was donated to the "Full Gospel Assemblies of Pakistan" following the Jaranwala Persecution in Pakistan on 16 August 2023. Money raised was used to replace a fridge, washing machine, pedestal fan and motorbike for each of the 89 families involved.                                                                                                                                                                                                   |
| Detonate                | Detonate is a local children's summer activity, which the Church runs in conjunction with local churches and fellowships.                                                                                                                                                                                                                                                                                                                                                        |
| Christmas Collection    | Our Christmas collection was split equally between Samara's Aid, who's teams work tirelessly on the ground providing much needed aid, medical supply and humanitarian help to those suffering from the devastation of recent earthquakes and fleeing war stricken regions:- and New Hope based in Watford which exists to serve individuals who are homeless or vulnerably-housed through the provision of accommodation and opportunities to transform lives.                   |
| Hillside                | Total funds raised @ 31/12/23 were £452k of which £430k has now been capitalised - £269k for the purchase of Hillside Church in Apr 2022 and £161k for architectural design fees and development expenses to enable remodelling and refurbishment of the site which was completed in Oct 2023. £17K was also spent on equipping the building ready for the youth with a balance remaining of £5k.                                                                                |
| Hardship                | The Hardship restricted reserve was originally set up during the Covid Crisis and this year continued to attract £208 in donations. This year payments of up to £210 each were given to individuals within our community.                                                                                                                                                                                                                                                        |
| Friendship Club         | The friendship club has been running for many years offering friends and neighbours the opportunity to meet together in the Church Lounge in a safe, warm and comfortable environment for various activities. Members can also enjoy a hearty hot lunch and pudding lovingly cooked and served in-house by the team. This year the administration was simplified by closing down the club's bank account with funds now managed through a restrictive reserve and petty cash.    |
| Special collections     | £2,446 was raised to help cover the costs of "Rodney Hogue weekend conference" earlier in the year and £173 for Connie Dawson in the Autumn. The opening balance of £1,913 was made up of £424 for community projects which was given to "Rickmansworth Foodbank" in June and the remaining £1,490 relates to a cancelled St Andrew's 2020 Youth Team mission trip to Uganda to help Jenga and is being held until a similar trip can be run in the future.                      |
| <b>Designated Funds</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Fixed Assets            | This fund represents the net book value of tangible fixed assets. Transfers relate to Additions and depreciation for the year.                                                                                                                                                                                                                                                                                                                                                   |

The notes numbered 1 to 15 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

**13. ANALYSIS OF NET ASSETS BY FUND**

|                                         | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2023 | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2022 |
|-----------------------------------------|---------------------|---------------------|---------------------------------|------------------------|---------------------|---------------------|---------------------------------|------------------------|
|                                         | £                   | £                   | £                               | £                      | £                   | £                   | £                               | £                      |
| Fixed Assets                            | -                   | 503,405             | -                               | 503,405                |                     | 406,592             |                                 | 406,592                |
| Net Current<br>Assets                   | 21,617              | -                   | 265,479                         | 287,096                | 133,691             | -                   | 178,640                         | 312,331                |
| Fund Balances at<br>31 December<br>2023 | 21,617              | 503,405             | 265,479                         | 790,501                | 133,691             | 406,592             | 178,640                         | 718,923                |

**14 ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party.

**15 STAFF PENSIONS - Church Workers Pension Fund (CWPF)**

St Andrew's (Chorleywood) PCC (PB Classic & PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the Statement of Financial Activities in the year are the contributions payable (2023: £7,632 - 2022: £6,550).

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019.

For the Pension Builder Classic section, the 2019 valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review effective 1 January 2024, the Board chose to grant a discretionary bonus of 6.7% to both pensions not yet in payment and pensions in payment in respect of service prior to April 1997; and a bonus on pensions in payment in respect of post April 2006 service so that the pension increase was 5% (where usually it would be calculated based on inflation up to 2.5%). This followed improvements in the funding position over 2023. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the 2019 valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The next valuation is due as at 31 December 2022. Calculations for this are currently under way.

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL  
OF  
ST ANDREW'S CHURCH, CHORLEYWOOD  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**CANSDALES AUDIT LLP**  
Chartered Accountants & Statutory Auditor  
St Mary's Court  
The Broadway  
Old Amersham  
Bucks  
HP7 0UT

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

## LEGAL AND ADMINISTRATIVE INFORMATION

### COUNCIL MEMBERS

Anne Baron (from May 2022)  
Philip Barton  
Nigel Challis  
John Ford \*  
Jackie Gedling  
Bill Harer \*  
Catherine Harer  
Rev Tim Horlock \*  
Ben John  
Izzie Jones (to May 2022)  
Matthew Jones  
Simon Jones (from Sep 2022) \*  
Jonathan Logan

Bridget Martin (from May 2022)  
John Martin (from May 2022)  
Adeola Oludemi \*  
Judith Palfreman  
Les Palmer  
Rev James Rigby \*  
Bill Seddon \*  
Geoff Thompson  
Tanitha Wait  
Corinne Williamson

\* Members of the Standing Committee

### HONORARY TREASURER

John Ford

### HONORARY SECRETARY

Bill Harer

### INCUMBENT

Rev Tim Horlock

### CHURCH MANAGER

Alan Richards

### PRINCIPAL OFFICE

37 Quickley Lane  
Chorleywood  
Herts  
WD3 5AE

### BANKERS

Barclays  
The Watford Group  
32 Clarendon Road  
Watford  
WD1 1LD

### AUDITOR

Cansdales Audit LLP  
Chartered Accountants and Statutory Auditors  
St Mary's Court  
The Broadway  
Old Amersham  
Bucks  
HP7 0UT

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

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## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

The Members of the Parochial Church Council (PCC) have pleasure in presenting their report together with the financial statements for the year ended 31 December 2022.

#### **Governance**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Chorleywood is registered as a charity with the Charity Commission. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956, as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Objects of the charity are to promote in the ecclesiastical parish the whole mission of the church.

The Trustees of the charity, being the members of the PCC, either elected, co-opted or ex-officio, organise a formal election process each year in the run up to the Annual Parochial Church Meeting (APCM) to fill vacancies arising on the PCC. New members elected to the PCC then automatically become Trustees of the charity.

The newly elected members are given guidance on the role and responsibilities of PCC membership including what it means to be a Trustee.

Eligibility for membership of the PCC is in accordance with the guidelines set out by the Diocese. PCC members serve for a period of up to three years after which, if they so choose, they may stand for re-election. There are no limits to the number of times a person may stand for re-election. On standing down from the PCC, a member is then also removed from the list of Trustees of the charity. A full list of the Trustees of the charity is available on the Charity Commission website.

#### **Aim and Purposes**

The PCC of St Andrew's Chorleywood has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### **Objectives and Activities**

St Andrew's aligns itself with Bishop Alan's 'Living God's Love' vision of going deeper in God, transforming communities and making new disciples.

Our Vision statement is 'To pursue Jesus and play our part in a revival of holiness.'

When planning our activities for the year, the incumbent and PCC have considered the Charity Commission's guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. Activities include:

- Regular public worship, open to all
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses, conferences and small groups
- The provision of mid-week groups with a Christian ethos for children and young people
- Organising, jointly with other local churches, a summer holiday week for children
- Promoting the whole mission of the Church through activities for senior citizens, parents and toddlers and other special needs groups
- Supporting other charities in the UK and overseas

#### **Achievements and Performance**

*They devoted themselves to the apostles' teaching and to the fellowship, to the breaking of bread and to prayer.*

*Acts 2 v42*

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

#### Worship and Prayer

For the first time in a number of years, St Andrew's pattern of services was not significantly disrupted by the pandemic. Consequently we reverted to our pre-pandemic pattern of services, offering a range of in-person services during the week that are sensitive to different needs and styles of worship. For example, our 9am Sunday service follows a more traditional format, the 11am service is more contemporary and offers a broader range of children's activities while our early evening service is more flexible, informal and more responsive to the preferences of our youth. Our monthly Funday Sunday services have been particularly helpful in appealing to new young families and we were able to begin these again towards the end of the year.

We have continued to offer on-line services so that those who are unable to attend in person can still participate.

All are welcome at our services with our reach expanded using online formats.

Statistics around attendance are more difficult to compile than usual given the environment. The statistics that we do have are as follows:

#### Electoral Roll

At the annual meeting in 2022 there were 264 on the Electoral Roll (262 at the 2021 meeting).

Sunday attendance (adults) based on October 2022 was 180 adults (compared to 250 in 2019, the last year when there were comparable figures). Although we have statistics for livestream views it is difficult to translate these into comparable figures. The evidence suggests however that our weekly livestream services had a reach of 20-30 regular members. The church has 16 Life Groups involving over 180 people that meet throughout the week. There are around 35 younger (under 11) children who attend Sunday morning groups. In addition, over 40 young people (11-18) attend Sunday and/or midweek activities.

There are regular prayer meetings including an early morning prayer meeting which has continued online, a Monday mid-morning prayer meeting and special times of prayer during different seasons and in response to specific needs (which have happened both in-person and online, depending on circumstances). A prayer ministry team is available to pray with people after the 9am, 11am and 6.30pm services and is available online.

#### Pastoral Care

The clergy and pastoral visiting team visit members of the church who are unable to attend church.

#### Mission and Evangelism

St Andrew's works to engage with the community on many levels.

Detonate, the summer holiday week organised by St Andrew's and several churches in Chorleywood, was able to operate more freely again in 2022 with 298 children attending. 165 volunteers helped make it a very successful week. The leadership team do an outstanding job ensuring the children not only have a wonderful time but that rigorous risk assessments and health and safety reviews are conducted.

#### **Review of the Year**

The PCC had five formal meetings in the year with an average attendance of 92%. In addition there was an informal 'awayday'.

The Standing Committee had seven formal meetings in the year with an average attendance of 86%. In addition there was one informal meeting.

During the course of 2022, many of the plans formulated in 2021 were put into effect under the prayerful and energetic direction of our vicar, Revd Tim Horlock. We were able to hold our regular services at 9am, 11am and 6pm. We continue to livestream the 11am service and to record the sermons at the 6pm, which are available on our website.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

Our monthly Funday Sunday services have continued to prove a big success, attracting a number of new families.

Worship is at the heart of our services and Mhairi Smith continues to build her team, particularly training younger members of the church to join the team. We so appreciate her work as well as the many volunteers who support her and help lead us closer to God.

We have continued to hold our various prayer groups with the early morning meeting remaining online while the Monday morning prayer meeting, led by our vicar, is held in person in the church.

Our Lent course based on the book 'Unleashed' by Gavin and Anne Calver was well attended, as was the visit by the authors to our Sunday services.

Our youth work has had a very strong year under the dynamic and passionate leadership of our youth pastor, Martha Stringer. Her redesign and refocusing of the youth programme has led to a significant increase in the numbers coming throughout the week.

We were very grateful to Alex Horlock for stepping in to cover for our children's and families pastor, Jake Dyer, when he was incapacitated. We were delighted to have Jake back but also that Alex has continued to lead areas of the work in a volunteer capacity. Jake continues to develop the children's work in his creative and loving way and we have been encouraged to see the fruits of his work in increased attendance in many of the groups.

We completed the purchase of the Hillside Free Baptist Church buildings in April and our team, under Alistair Guthrie, has been progressing approvals and planning with a view to beginning the refurbishment programme. With the increase in building costs and general levels of cost inflation, it is likely that our planning process will have to remain somewhat flexible.

Mothers and Toddlers has continued to meet and has been a wonderful haven throughout the ups and downs of the pandemic, much appreciated by those attending. A number of families have come into the children's groups at the church through this ministry.

The pastoral team has continued to support those struggling within our parish. Richard and Jane Gill who have led this work in such a wise, loving and sacrificial way for many years faced their own challenges during the year and reluctantly had to step back from their leadership role. We are so grateful to them for their contribution to the life of the church and the lives of so many who have gone through difficult times over the years. While we search prayerfully for successors, the vicar has taken on responsibility for leading this area of our work.

The Detonate team put on a highly successful programme in the summer in conjunction with our local churches. Many of the children who attend are not regular church attendees and the team do a remarkable job each year in reaching out with Jesus' love to our community.

Our Sustainability Committee has been working away to reduce our carbon footprint. Having agreed to adopt the A Rocha Eco Church programme, we attained their bronze level of compliance in 2022 and are on track to reach silver in 2023. A number of initiatives have been undertaken and further work is envisaged as we also try to reach the diocese's target of net zero in the years to come.

It was very encouraging to see a return of social events to the church, under the coordination of the Social Committee, including celebrating significant birthdays for the vicar and his wife. Similarly, the return of Gerard LeFeuvre and the King's Chamber Orchestra for two concerts was much appreciated; as was the visit of the Chesham Male Voice Choir featuring a number of our members.

Our curate, the Rev James Rigby was priested in the summer and we pass on our congratulations and appreciation to him and his family for their contribution to the church.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

Our very effective church administrator, Rachel Pearce, who has only been with us a relatively short time, decided to move on at the end of the year. She was very much God's provision to us when she arrived in 2020 with her deep knowledge of ChurchSuite and her capacity for multitasking. She will be greatly missed. We are delighted that Sarah Eio has subsequently joined us and look forward to working with her.

Our whole staff team work so hard for us and we want to express our great appreciation both to them and to many dedicated volunteers who support them. The pandemic was a period when many people struggled with their health but also when many re-evaluated how they spent their time. Putting those two trends together has led to a fall both in church attendance and in the number of volunteers, which makes us doubly grateful to those faithful souls and hardworking staff who underpin much of our work. Thank you!

#### **Plans for Future Periods**

We will continue to hold our services at 9am, 11am and 6pm and will livestream our services at 11am and record the sermons at 6pm.

Our monthly Funday Sunday services reaching out to young families will continue.

We will continue to run our various prayer groups, with the early morning meeting online and the Monday morning prayer meeting, led by our vicar, held in person.

We are holding a Lent course entitled 'Unanswered Prayer' based around Pete Greig's book 'God on Mute'. The course is open to those wanting to attend the main sanctuary on Wednesday evenings individually or in small groups. Small groups may also meet in their usual locations to follow the course.

Assuming all the planning permissions are completed and a satisfactory plan is developed based on available funding, we will begin to refurbish and reshape Hillside Centre to meet the needs of the community, church family and particularly youth ministry that we plan to build there.

Mothers and Toddlers will continue with its ministry; as will the Friendship Club

The Pastoral visiting team will continue its ministry. The small group network that is in place will continue to be an important support to members of the congregation.

Along with the other local churches, we will run our Detonate programme in the summer in person. If not, another online event will be considered.

St Andrew's hosts a range of other social events for the community and these will continue under the coordination of the Social Committee.

We will continue to work towards improving the sustainability of the church with input from the Sustainability Committee.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

#### **Review of Financial Activities and Affairs**

Total unrestricted voluntary income for the year was £510k compared to £495k in 2021. The increase was due to a £20k legacy from our dear brother Richard Wilson as well as an increased donation from the Koinonia Trust. Standing orders were down around 4.5% reflecting the fall in attendance, which has not recovered to pre-pandemic levels.

Restricted income was a more normal £96k after the £445k raised in 2021, largely to fund the purchase of the Hillside Centre in 2022.

Income from hire of facilities was over £25k compared to £4k in 2021 as we now include rental from the flat that was part of the Hillside purchase as well as rental of the facilities, particularly to the Hillside Pre-School but also to various community groups who meet at Hillside. Income from church activities also increased to reflect a full year of more normal operations and activities.

Running costs were higher than in 2021 as the church was open for a much longer period. Having made the decision not to replace our premises manager, we used outside contractors to a larger extent. It is a tribute to our volunteer church manager, Alan Richards, that despite this, repairs and maintenance costs were up a relatively small £5k, while costs of administrative staff were down over £17k.

Our giving to mission remains at very healthy levels although not as high as in 2021. We paid our parish share request in full for the seventh year running although with income trending down and the parish share trending up, it is taking a larger share of the pie.

Attendance, which is generally a leading indicator of income, seems to have settled well below pre-pandemic levels. Making an allowance for an estimated online presence, adult attendance is down somewhere between 15 and 25%. Youth and children's work is back to pre-pandemic levels, which is a tribute to the team including those involved in Toddlers and Funday Sunday.

2023 looks likely to be a challenging year for the church. If income continues at current monthly rates, full year income is likely to be somewhat lower. At the same time, general inflation and particularly energy costs when our fixed term contract ends in April, are likely to drive expenses higher. Given this outcome, an appeal was made to the congregation in November. As a result a number of members increased their giving, but this was only sufficient to keep monthly standing orders unchanged. The PCC is focussed on bringing costs more into line with income as the year progresses.

#### **Contribution of volunteers**

The work of St Andrew's could not be sustained without the contribution made by many volunteers in all aspects of its ministry. Areas such as the three Toddler group, the Friendship Club, hospitality, flowers, cleaning, pastoral visiting, the Hillside Group, Worship Group, AV and camera teams rely heavily on volunteers.

Special mention must be made of Alan Richards who does an amazing job as church manager and of Alistair Guthrie who is overseeing Hillside for us.

As with many churches, we continue to seek more volunteers. Several of our very faithful team have reached an age where they need to throttle back and many of our younger members have full-on work and family commitments, so this is likely to continue to be a challenge.

#### **Investment Policy**

Where funds are not protected by the Government Deposit Protection Scheme, the PCC invests in the CBF Church of England Deposit Fund which provides a diversified exposure to high quality short-term liquid assets.

## ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2022**Reserves Policy**

It is the intention and policy of the PCC to hold sufficient cash to cover approximately three months of what it estimates to be ongoing core operating expenses in order to cover working capital, staff absences and short-term debts as well as to protect the church from sudden, unexpected loss of income or one-off, unbudgeted expense. In addition, from time to time the PCC identifies designated reserves to cover any anticipated shortfall or for significant expected items of expenditure. The reserves are monitored regularly, and the policy reviewed annually by the PCC and the Finance Group under the Treasurer. Reserves are currently above policy at £178,640 (2021: £146,782) of unrestricted funds which would cover 5.3 months ( 2021: 4.8 months) of estimated core operating expenses. The PCC would need to hold £100,906 (2021: £90,846 ) to meet the policy level of 3 months. With a deficit expected in 2023, reserves are anticipated to be nearer policy by the end of the year.

**Risks Policy**

The PCC regularly reviews risks and policies under the following headings: Financial (e.g. Reserves/viability; expenditure limits); Operational and regulatory (e.g. Safeguarding of Children and Vulnerable Adults; Health and Safety); Staff (e.g. resourcing, compliance with correct HR procedures); and Insurable (e.g. property and accident). Financial controls are specified to give accountability and confidentiality. Financial reports are made to every Standing Committee and PCC meeting, and budgets agreed before the start of each year.

**Grant Making Policy**

The PCC has a policy of giving away 15% of unrestricted giving to support Mission work outside the Parish. The policy recognises that in times of financial pressure when other commitments such as payment of the parish share request are compromised then no less than 10% of unrestricted giving should be given to support Mission work outside the Parish. The beneficiaries of these grants are selected annually by the PCC under the guidance of the Missions Committee which works with individual overseas mission partners and the Mission Finance Group which assesses other potential beneficiaries as well as providing recommendations for beneficiaries of restricted collections made at various points in the year, particularly Easter, Harvest and Christmas. In addition, the PCC may give occasional small grants for other purposes from unrestricted funds. Grants are made directly overseas only to organisations that have been personally vetted by a member of the congregation and have provided a report on the application of any previous grants.

**Trustee Training Policy**

Each PCC Member is provided on election with an induction checklist that includes information or sources of information on the roles and responsibilities of PCC members; an introduction to the deanery and diocese - people, structures and synods; as well as a review of the finances of St Andrew's. This checklist is reviewed annually. An interactive session is held with each new member, separately or as a group, to ensure that any questions can be fully addressed.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2022

**Statement of the Responsibilities of the Members of the Parochial Church Council**

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the auditors**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

there is no relevant audit information of which the company's auditors are unaware; and  
we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

For and on behalf of the PCC:

.....  
John Ford  
Honorary Treasurer

Dated: .....

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2022

## **Independent Auditor's Report to the Members of The Parochial Church Council For the year ended 31 December 2022**

### **Opinion**

We have audited the financial statements of The Parochial Church Council of St Andrews Church Chorleywood (the 'charity') for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet, cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2022

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Auditor responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the entity.
- We communicated identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit. We examined and discussed with management any known or suspected instances of fraud or non-compliance with laws and regulations.
- The audit team discussed whether there were any areas that were susceptible to misstatement as part of their fraud discussion.
- In addressing the risk of management override of controls, we tested the appropriateness of journal entries with a focus on large or unusual transactions based on criteria determined using our knowledge of the organisation and industry. We also challenged assumptions and judgements made.
- We incorporated an element of unpredictability in the selection of the nature, timing and extent of our audit procedures.
- Based on the results of our risk assessment we designed our audit procedures to identify and to address material misstatements in relation to fraud, including bribery and non-compliance

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2022

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation (ie. gives a true and fair view).

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Mr James Foskett (Senior Statutory Auditor)

For and on behalf of Cansdales Audit LLP

.....

St Mary's Court

The Broadway

Amersham

HP7 0UT

## ST ANDREW'S CHURCH, CHORLEYWOOD

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2022

|                                                        |      | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2021 |
|--------------------------------------------------------|------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                                        | Note | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>Income and Endowments from:</b>                     |      |                       |                     |                        |                       |                     |                        |
| Donations and legacies                                 | 2(a) | 510,324               | 96,262              | 606,586                | 495,559               | 445,239             | 940,798                |
| Charitable activities                                  | 2(b) | 15,834                | -                   | 15,834                 | 13,801                | -                   | 13,801                 |
| Other trading activities                               | 2(c) | 34,771                | -                   | 34,771                 | 15,093                | -                   | 15,093                 |
| Investments                                            | 2(d) | 2,916                 | -                   | 2,916                  | 145                   | -                   | 145                    |
| Other                                                  | 2(e) | 1,279                 | -                   | 1,279                  | 403                   | -                   | 403                    |
| <b>Total</b>                                           |      | 565,124               | 96,262              | 661,386                | 525,001               | 445,239             | 970,240                |
| <b>Expenditure on:</b>                                 |      |                       |                     |                        |                       |                     |                        |
| Charitable activities                                  | 3(b) | 584,689               | 52,124              | 636,813                | 544,577               | 87,900              | 632,477                |
| <b>Total</b>                                           |      | 584,689               | 52,124              | 636,813                | 544,577               | 87,900              | 632,477                |
| <b>Net income/(expenditure)</b>                        |      | (19,565)              | 44,138              | 24,573                 | (19,576)              | 357,339             | 337,763                |
| <b>Transfers between funds</b>                         | 12   | 286,751               | (286,751)           | -                      | -                     | -                   | -                      |
| <b>Net movement in funds</b>                           |      | 267,186               | (242,613)           | 24,573                 | (19,576)              | 357,339             | 337,763                |
| <b>Reconciliation of funds:</b>                        |      |                       |                     |                        |                       |                     |                        |
| Total funds brought forward at 1 January 2022          |      | 318,046               | 376,304             | 694,350                | 337,622               | 18,965              | 356,587                |
| <b>Total funds carried forward at 31 December 2022</b> |      | 585,232               | 133,691             | 718,923                | 318,046               | 376,304             | 694,350                |

All of the PCC's activities are classed as continuing operations

The movement on funds is shown in note 12 to the financial statements

The PCC has no recognised gains or losses other than the result for the year

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

BALANCE SHEET  
AS AT 31 DECEMBER 2022

|                                                |                             | Note | 2022<br>£ | 2021<br>£ |
|------------------------------------------------|-----------------------------|------|-----------|-----------|
| <b>FIXED ASSETS:</b>                           |                             |      |           |           |
| Tangible fixed assets                          | <i>Total Fixed assets</i>   | 4    | 406,592   | 171,264   |
| <b>CURRENT ASSETS:</b>                         |                             |      |           |           |
| Stock                                          |                             | 5    | 2,005     | 2,486     |
| Debtors                                        |                             | 6    | 36,978    | 15,758    |
| Cash at bank and in hand                       |                             |      | 302,428   | 532,471   |
|                                                | <i>Total Current assets</i> |      | 341,411   | 550,715   |
| <b>LIABILITIES:</b>                            |                             |      |           |           |
| Creditors: Amounts falling due within one year |                             | 7    | (29,080)  | (27,629)  |
|                                                | <i>Net Current assets</i>   |      | 312,331   | 523,086   |
| <b>TOTAL NET ASSETS</b>                        |                             |      | 718,923   | 694,350   |
| <b>THE FUNDS OF THE CHARITY</b>                |                             |      |           |           |
| Restricted funds                               |                             | 12   | 133,691   | 376,304   |
| Unrestricted funds (Designated)                |                             | 12   | 406,592   | 171,264   |
| Unrestricted funds (General)                   |                             | 12   | 178,640   | 146,782   |
|                                                |                             |      | 718,923   | 694,350   |

Approved by the members of the Parochial Church Council on ..... and signed on their behalf by:

.....  
T Horlock  
Chairman

.....  
J Ford  
Honorary Treasurer

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2022

|                                                         | 2022<br>£        | 2021<br>£       |
|---------------------------------------------------------|------------------|-----------------|
| Net movement in funds                                   | 24,573           | 337,763         |
| Adjustments for:                                        |                  |                 |
| Depreciation                                            | 52,749           | 43,323          |
| Investment income                                       | (2,916)          | (145)           |
| Decrease/(increase) in trade and other receivables      | (21,220)         | (3,015)         |
| Decrease/(increase) in stock                            | 481              | 48              |
| Increase/(decrease) in trade and other payables         | 1,451            | 3,331           |
| <b>Net cash from operating activities</b>               | <b>55,118</b>    | <b>381,305</b>  |
| <b>Investing activities</b>                             | <b>-</b>         | <b>-</b>        |
| Purchase of fixed assets                                | (288,077)        | (55,580)        |
| Investment income                                       | 2,916            | 145             |
| <i>Cash flow from investing activities</i>              | <i>(285,161)</i> | <i>(55,435)</i> |
| <b>Net change in cash and cash equivalents</b>          | <b>(230,043)</b> | <b>325,870</b>  |
| <b>Cash and cash equivalents at start of year</b>       | <b>532,471</b>   | <b>206,601</b>  |
| <b>Cash and cash equivalents at the end of the year</b> | <b>302,428</b>   | <b>532,471</b>  |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**1. ACCOUNTING POLICIES**

St Andrew's Church is a charity registered in England & Wales. Details of the charities registered office can be found on the legal and administrative information page. The nature of the charity's operations and principal activities are to promote in the ecclesiastical parish the whole mission of the church.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on an accruals accounting basis and in accordance with the Church Accounting Regulations 2006. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Funds**

Funds held by the PCC are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Designated funds – these are funds which the PCC have designated for use for a particular purpose and are funds set aside by the PCC out of unrestricted general funds for specific future purposes or projects.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the PCC. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. The cost of raising and administering such funds are charged against a specific fund. The aim and use of each restricted fund is set out in the notes to the financial statement.

**Income**

Collections are recognised only when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement to the amount due, the receipt is more likely than not and the amount receivable can be estimated with reasonable accuracy.

**Expenditure**Grants

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

Activities directly relating to the work of the church

The diocesan parish share is accounted for when paid. Any agreed parish share unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022Allocation of Costs

The costs involved in supporting the PCC's work are allocated across the charitable activities on a pro rata basis of their total cost within the resources expended. This includes bank interest and charges payable. Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

**Leases**

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases") the assets are treated as if they have been purchased outright. The amount capitalised is the fair value of the assets concerned. The corresponding liability to the leasing company is included as an obligation under finance leases. Depreciation on leased assets is charged to the Statement of Financial Activities over the shorter of the lease term and the estimated useful life of the asset.

All other assets are treated as "operating leases" and the relevant annual rentals are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**Tangible Fixed Assets**

Fixed assets are initially recorded at cost. Items are capitalised when the component purchase price is over £2,500, apart from expenditure on consecrated or beneficed buildings, for which the limit is £5,000.

All expenditure on the repair of moveable church furnishings acquired before 1 January 2001 is written off in the Statement of Financial Activities.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.10 (2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Communion silverware is not depreciated.

Depreciation is provided at the following rates per annum on a straight line basis:

- Freehold Land & Buildings - 0% on Land & 2% on buildings
- Property improvements - 5%
- Motor Vehicles - 20%
- Computer & other equipment - 33 1/3 %
- Organ - 10%
- Furniture, Fixtures and Fittings - 10% to 20%, depending on their useful life

Within computer and equipment there are assets that are silverware which is not depreciated

**Current assets and liabilities**

Amounts owing to the PCC at 31 December in respect of fees, rent and other income are shown as debtors, less provision for any amounts which may prove uncollectable. Amounts owed by the PCC at 31 December in respect of expenditure are shown as creditors.

**Stock**

Stock is stated at the lower of cost and net realisable value, where cost is the purchase price.

ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

**Pensions**

The PCC encourages employees to join the Church Workers Pension Fund, which is a defined benefit pension scheme. The PCC matches contributions made by employees. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial activities as they are incurred.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**2. INCOME**

|                                            | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2021 |
|--------------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                            | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>(a) Donations and legacies</b>          |                       |                     |                        |                       |                     |                        |
| Standing Orders & Other regular giving     | 359,258               | -                   | 359,258                | 376,145               | -                   | 376,145                |
| Legacies                                   | 20,000                | -                   | 20,000                 | -                     | -                   | -                      |
| Detonate                                   | -                     | 22,250              | 22,250                 | -                     | 19,283              | 19,283                 |
| Hillside                                   | -                     | 18,317              | 18,317                 | -                     | 319,661             | 319,661                |
| Sundry Donations                           | 56,957                | 4,611               | 61,568                 | 45,763                | 2,350               | 48,113                 |
| Collections at all services                | 545                   | 41,543              | 42,088                 | 29                    | 39,060              | 39,089                 |
| Gift Aid recovered                         | 73,564                | 9,541               | 83,105                 | 73,622                | 64,885              | 138,507                |
|                                            | 510,324               | 96,262              | 606,586                | 495,559               | 445,239             | 940,798                |
| <b>(b) Charitable activities</b>           |                       |                     |                        |                       |                     |                        |
| Parochial Fees                             | 2,058                 | -                   | 2,058                  | 3,149                 | -                   | 3,149                  |
| Mission & Other Events & activities        | 13,195                | -                   | 13,195                 | 8,704                 | -                   | 8,704                  |
| Children's and youth events and activities | 581                   | -                   | 581                    | 1,948                 | -                   | 1,948                  |
|                                            | 15,834                | -                   | 15,834                 | 13,801                | -                   | 13,801                 |
| <b>(c) Other trading activities</b>        |                       |                     |                        |                       |                     |                        |
| Bookstall                                  | 2,753                 | -                   | 2,753                  | 1,099                 | -                   | 1,099                  |
| Hire of facilities                         | 25,039                | -                   | 25,039                 | 3,736                 | -                   | 3,736                  |
| Management fee                             | 6,979                 | -                   | 6,979                  | 10,258                | -                   | 10,258                 |
|                                            | 34,771                | -                   | 34,771                 | 15,093                | -                   | 15,093                 |
| <b>(d) Investments</b>                     |                       |                     |                        |                       |                     |                        |
| Interest received                          | 2,916                 | -                   | 2,916                  | 145                   | -                   | 145                    |
| <b>(e) Other</b>                           |                       |                     |                        |                       |                     |                        |
| Deanery Mission Grant                      | -                     | -                   | -                      | 403                   | -                   | 403                    |
| St Albans Diocese - Energy Grant           | 1,279                 | -                   | 1,279                  | -                     | -                   | -                      |
|                                            | 1,279                 | -                   | 1,279                  | 403                   | -                   | 403                    |
| <b>TOTAL INCOME</b>                        | <b>565,124</b>        | <b>96,262</b>       | <b>661,386</b>         | <b>525,001</b>        | <b>445,239</b>      | <b>970,240</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**3. EXPENDITURE**

|                                        | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2022 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2021 |
|----------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                        | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>(b) Charitable activities</b>       |                       |                     |                        |                       |                     |                        |
| i Grants:                              |                       |                     |                        |                       |                     |                        |
| Overseas missions and support          | 25,236                | -                   | 25,236                 | 24,328                | -                   | 24,328                 |
| Home missions and support              | 17,900                | -                   | 17,900                 | 24,038                | -                   | 24,038                 |
| Special gift distribution              | -                     | 52,124              | 52,124                 | -                     | 87,900              | 87,900                 |
| Diocesan parish share                  | 163,165               | -                   | 163,165                | 157,150               | -                   | 157,150                |
| Church activities:                     |                       |                     |                        |                       |                     |                        |
| Bookstall                              | 2,757                 | -                   | 2,757                  | 1,148                 | -                   | 1,148                  |
| Mission & Other Events & activities    | 22,465                | -                   | 22,465                 | 12,178                | -                   | 12,178                 |
| Children's & youth events & activities | 9,528                 | -                   | 9,528                  | 6,811                 | -                   | 6,811                  |
| Church running costs:                  |                       |                     |                        |                       |                     |                        |
| Church running costs                   | 54,116                | -                   | 54,116                 | 35,244                | -                   | 35,244                 |
| Repairs & maintenance                  | 16,006                | -                   | 16,006                 | 11,279                | -                   | 11,279                 |
| Depreciation                           | 52,749                | -                   | 52,749                 | 43,323                | -                   | 43,323                 |
| Clergy:                                |                       |                     |                        |                       |                     |                        |
| Clergy & ministry expenses             | 44,566                | -                   | 44,566                 | 40,018                | -                   | 40,018                 |
| Salaries & staff costs:                |                       |                     |                        |                       |                     |                        |
| Administrative staff                   | 55,341                | -                   | 55,341                 | 72,844                | -                   | 72,844                 |
| Ministry Staff                         | 92,289                | -                   | 92,289                 | 86,020                | -                   | 86,020                 |
| Training and recruitment               | 2,291                 | -                   | 2,291                  | 1,376                 | -                   | 1,376                  |
| Pensions                               | 6,550                 | -                   | 6,550                  | 8,036                 | -                   | 8,036                  |
| Employer's national insurance          | 11,409                | -                   | 11,409                 | 13,123                | -                   | 13,123                 |
| Printing, Postage and stationery       | 1,510                 | -                   | 1,510                  | 2,065                 | -                   | 2,065                  |
| Bank charges                           | 622                   | -                   | 622                    | 718                   | -                   | 718                    |
| Professional fees                      | 1,241                 | -                   | 1,241                  | 234                   | -                   | 234                    |
| Audit fee                              | 4,948                 | -                   | 4,948                  | 4,644                 | -                   | 4,644                  |
| <b>TOTAL EXPENDITURE</b>               | <b>584,689</b>        | <b>52,124</b>       | <b>636,813</b>         | <b>544,577</b>        | <b>87,900</b>       | <b>632,477</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

| <b>3(b)i ANALYSIS OF GRANTS</b>                | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2022</b> | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2021</b> |
|------------------------------------------------|-------------------------------|------------------------------|----------------------|-------------------|-------------------------------|------------------------------|----------------------|-------------------|
|                                                | £                             | £                            | £                    | £                 | £                             | £                            | £                    | £                 |
| Grants made to Link Partners                   | -                             | 25,236                       | -                    | 25,236            | -                             | 24,328                       | -                    | 24,328            |
| <b>Overseas missions and support</b>           | <b>-</b>                      | <b>25,236</b>                | <b>-</b>             | <b>25,236</b>     | <b>-</b>                      | <b>24,328</b>                | <b>-</b>             | <b>24,328</b>     |
| Onelife                                        | 3,350                         | -                            | -                    | 3,350             | 3,350                         | -                            | -                    | 3,350             |
| Evangelical Alliance                           | 300                           | -                            | -                    | 300               | 300                           | -                            | -                    | 300               |
| Philo trust                                    | 2,500                         | -                            | -                    | 2,500             | 2,500                         | -                            | -                    | 2,500             |
| London School of Theology                      | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| St Albans & Harp Christian Educ Project (STEP) | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| Oak Church - Stevenage                         | 4,000                         | -                            | -                    | 4,000             | 6,000                         | -                            | -                    | 6,000             |
| Restore Hope Latimer                           | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| Gerard Le Feuvre (KCO)                         | -                             | 4,500                        | -                    | 4,500             | -                             | 5,500                        | -                    | 5,500             |
| TLG                                            | -                             | -                            | -                    | -                 | 2,000                         | -                            | -                    | 2,000             |
| Kintsugi Hope                                  | -                             | -                            | -                    | -                 | 1,000                         | -                            | -                    | 1,000             |
| Anne Baron - Training grant for Lay Readership | -                             | -                            | -                    | -                 | -                             | 200                          | -                    | 200               |
| Donations from Toddlers Group                  | 250                           | -                            | -                    | 250               | 188                           | -                            | -                    | 188               |
| <b>Home missions and support</b>               | <b>13,400</b>                 | <b>4,500</b>                 | <b>-</b>             | <b>17,900</b>     | <b>18,338</b>                 | <b>5,700</b>                 | <b>-</b>             | <b>24,038</b>     |
| Tearfund - Ukraine Appeal                      | 17,163                        | -                            | -                    | 17,163            | -                             | -                            | -                    | -                 |
| Operation Mobalisation - Ukraine Appeal        | 17,162                        | -                            | -                    | 17,162            | -                             | -                            | -                    | -                 |
| Jenga                                          | -                             | -                            | -                    | -                 | 21,099                        | -                            | -                    | 21,099            |
| New Hope Trust                                 | -                             | -                            | -                    | -                 | 21,099                        | -                            | -                    | 21,099            |
| <b>Easter Collection - Restricted fund</b>     | <b>34,325</b>                 | <b>-</b>                     | <b>-</b>             | <b>34,325</b>     | <b>42,198</b>                 | <b>-</b>                     | <b>-</b>             | <b>42,198</b>     |
| New Hope Trust                                 | 3,897                         | -                            | -                    | 3,897             | -                             | -                            | -                    | -                 |
| Bishop's harvest appeal                        | 3,896                         | -                            | -                    | 3,896             | 1,713                         | -                            | -                    | 1,713             |
| Restore Hope Latimer                           | -                             | -                            | -                    | -                 | 1,712                         | -                            | -                    | 1,712             |
| <b>Harvest Collection - Restricted fund</b>    | <b>7,793</b>                  | <b>-</b>                     | <b>-</b>             | <b>7,793</b>      | <b>3,425</b>                  | <b>-</b>                     | <b>-</b>             | <b>3,425</b>      |
| Primary Education Project                      | 7,398                         | -                            | -                    | 7,398             | -                             | -                            | -                    | -                 |
| Tearfund                                       | 150                           | -                            | -                    | 150               | 1,377                         | -                            | -                    | 1,377             |
| Gerard Le Feuvre (KCO)                         | -                             | 150                          | -                    | 150               | -                             | 1,377                        | -                    | 1,377             |
| <b>Christmas Collection - Restricted fund</b>  | <b>7,548</b>                  | <b>150</b>                   | <b>-</b>             | <b>7,698</b>      | <b>1,377</b>                  | <b>1,377</b>                 | <b>-</b>             | <b>2,754</b>      |
| Agape                                          | 3,110                         | -                            | -                    | 3,110             | -                             | -                            | -                    | -                 |
| Community Projects                             | -                             | 1,001                        | -                    | 1,001             | 925                           | -                            | -                    | 925               |
| T Waris - Hillside 10%                         | -                             | -                            | -                    | -                 | 1,081                         | -                            | -                    | 1,081             |
| Onelife - Hillside 10%                         | -                             | -                            | -                    | -                 | 1,081                         | -                            | -                    | 1,081             |
| <b>Special Collection - Restricted fund</b>    | <b>3,110</b>                  | <b>1,001</b>                 | <b>-</b>             | <b>4,111</b>      | <b>3,087</b>                  | <b>-</b>                     | <b>-</b>             | <b>3,087</b>      |
| Detonate                                       | -                             | -                            | 16,691               | 16,691            | -                             | -                            | 16,638               | 16,638            |
| Hillside (see note below)                      | -                             | -                            | (19,138)             | (19,138)          | -                             | -                            | 18,373               | 18,373            |
| CCSG                                           | -                             | -                            | -                    | -                 | -                             | 418                          | -                    | 418               |
| Hardship                                       | -                             | 644                          | -                    | 644               | -                             | 1,007                        | -                    | 1,007             |
| <b>Special gift distribution</b>               | <b>52,776</b>                 | <b>1,795</b>                 | <b>(2,447)</b>       | <b>52,124</b>     | <b>50,087</b>                 | <b>2,802</b>                 | <b>35,011</b>        | <b>87,900</b>     |
| Diocesan parish share                          | 163,165                       | -                            | -                    | 163,165           | 157,150                       | -                            | -                    | 157,150           |
| <b>Total Grants</b>                            | <b>229,341</b>                | <b>31,531</b>                | <b>(2,447)</b>       | <b>258,425</b>    | <b>225,757</b>                | <b>32,830</b>                | <b>35,011</b>        | <b>293,416</b>    |

## Hillside – Special gift distribution

In 2020 & 2021 £19k of expenditure was incurred in relation to the purchase of Hillside however during 2022 this amount was added back in order that it can now be capitalised. Hillside Church was purchased on 07/04/22 and the capitalised amount was £269k made up of £250k purchase price + £19k legal fees & expenses.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**4. TANGIBLE FIXED ASSETS**

|                         | Freehold Land<br>& Buildings<br>£ | Property<br>Improvements<br>£ | Computers &<br>Equipment<br>£ | Fixtures<br>& Fittings<br>£ | Total<br>£ |
|-------------------------|-----------------------------------|-------------------------------|-------------------------------|-----------------------------|------------|
| <b>Cost</b>             |                                   |                               |                               |                             |            |
| At 1 January 2022       | -                                 | 498,888                       | 184,890                       | 258,596                     | 942,374    |
| Additions               | 268,827                           | 17,924                        | 1,326                         | -                           | 288,077    |
| Disposals               | -                                 | -                             | -                             | -                           | -          |
| At 31 December 2022     | 268,827                           | 516,812                       | 186,216                       | 258,596                     | 1,230,451  |
| <b>Depreciation</b>     |                                   |                               |                               |                             |            |
| At 1 January 2022       | -                                 | 422,737                       | 153,693                       | 194,680                     | 771,110    |
| Charge for year         | 2,251                             | 24,946                        | 13,426                        | 12,126                      | 52,749     |
| Eliminated on disposals | -                                 | -                             | -                             | -                           | -          |
| At 31 December 2022     | 2,251                             | 447,683                       | 167,119                       | 206,806                     | 823,859    |
| <b>Net Book Value</b>   |                                   |                               |                               |                             |            |
| At 31 December 2022     | 266,576                           | 69,129                        | 19,097                        | 51,790                      | 406,592    |
| At 31 December 2021     | -                                 | 76,151                        | 31,197                        | 63,916                      | 171,264    |

There is a residual balance of £7,439 on computers & equipment which relates to silverware and is not depreciated.  
All of the assets are held for the PCC's ongoing activities.

**5 STOCKS**

|                 | 2022<br>£ | 2021<br>£ |
|-----------------|-----------|-----------|
| Bookstall stock | 2,005     | 2,486     |

**6 DEBTORS**

|                      | 2022<br>£ | 2021<br>£ |
|----------------------|-----------|-----------|
| Prepayments          | 4,007     | 4,223     |
| Other debtors        | 25,353    | 4,849     |
| Gift Aid recoverable | 7,618     | 6,686     |
|                      | 36,978    | 15,758    |

**7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | 2022<br>£ | 2021<br>£ |
|------------------------------|-----------|-----------|
| Trade Creditors              | 3,375     | 4,713     |
| Other Creditors              | 2,786     | 10,755    |
| Accruals                     | 20,423    | 9,494     |
| Taxation and Social Security | 2,496     | 2,667     |
|                              | 29,080    | 27,629    |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**8. REMUNERATION OF PCC MEMBERS AND OTHER RELATED PARTY TRANSACTIONS**

The following payments were made or re-imbursed to PCC members and other related parties:

|              |                    | <b>2022</b> | <b>2021</b> |                                              |
|--------------|--------------------|-------------|-------------|----------------------------------------------|
|              |                    | <b>£</b>    | <b>£</b>    |                                              |
| Tim Horlock  | PCC Member         | 2,376       | 2,836       | Expenses and allowances                      |
| Alex Horlock | Wife of PCC Member | 6,621       | -           | Salary including Employers NIC               |
| James Rigby  | PCC Member         | 1,171       | 140         | Expenses and allowances                      |
| Joe Sellers  | PCC Member         | -           | 324         | Expenses and allowances (Retired April 2021) |

Members of the Clergy also receive housing, telephone & travel costs that have been excluded from the above analysis  
No further expenses were reimbursed to other PCC members in 2022 (2021: £nil).

Donations received from PCC members and other charities of which PCC members are trustees totalled £73,370 (2021: £92,485) during the reporting period. The church made donations totalling £7,897 (2021: £27,099) to other charities of which PCC members are trustees.

**9. EMPLOYEE COSTS**

Employee costs, excluding clergy paid by the Diocese, were as follows:

|                       | <b>2022</b>    | <b>2021</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Salaries & wages      | 147,257        | 156,531        |
| Social security costs | 11,409         | 13,123         |
| Pension costs         | 6,550          | 8,036          |
|                       | <b>165,216</b> | <b>177,690</b> |

The Clergy receive a Stipend from the Diocese and are classed as "office holders" for tax purposes. They are not paid directly by the PCC although the "parish share" paid to the Diocese includes an element to cover the clergy Stipend.

The key management personnel are either self-employed or volunteers and as such do not receive employee benefits.

No employees were paid at a rate of more than £60,000 pa (2021: none).

The average number of paid staff during the year was 6.3 (2021: 7.4) while the full time equivalent of paid staff was 5.1 (2021: 5.8).

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

## 10.

**CONTINGENT LIABILITIES**

There were no contingent liabilities as at 31 December 2022 (2021: £nil).

11 **OPERATING LEASE COMMITMENTS**

At 31 December 2022, the PCC had commitments under non-cancellable operating leases as follows

Operating lease payments in the year were £1,480 (2021: £1,504).

|                                                   | <b>2022</b>         |       | <b>2021</b>         |       |
|---------------------------------------------------|---------------------|-------|---------------------|-------|
|                                                   | Land &<br>Buildings | Other | Land &<br>Buildings | Other |
|                                                   | £                   | £     | £                   | £     |
| Future minimum lease payments                     |                     |       |                     |       |
| not later than one year;                          | -                   | 1,480 | -                   | 1,480 |
| later than one year and not later than five years | -                   | 1,970 | -                   | 3,454 |
| later than five years                             | -                   | -     | -                   | -     |
|                                                   | -                   | 3,450 | -                   | 4,934 |

The current 4 year photocopier lease expires in April 2025

12 **SUMMARY OF FUND MOVEMENTS**

|                                   | <b>Balance at 1<br/>January 2022</b> | <b>Income</b> | <b>Expenditure</b> | <b>Transfers</b> | <b>Balance at 31<br/>December 2022</b> |
|-----------------------------------|--------------------------------------|---------------|--------------------|------------------|----------------------------------------|
|                                   | £                                    | £             | £                  | £                | £                                      |
| <b>Restricted Funds</b>           |                                      |               |                    |                  |                                        |
| Easter                            | -                                    | 34,325        | 34,325             | -                | -                                      |
| Harvest                           | -                                    | 7,793         | 7,793              | -                | -                                      |
| Detonate                          | 7,461                                | 22,250        | 16,691             | -                | 13,020                                 |
| Christmas Collection              | -                                    | 7,698         | 7,698              | -                | -                                      |
| Hillside                          | 365,047                              | 18,733        | (19,138)           | (286,751)        | 116,167                                |
| Hardship                          | 2,731                                | 504           | 644                | -                | 2,591                                  |
| Special collections               | 1,065                                | 4,959         | 4,111              | -                | 1,913                                  |
|                                   | 376,304                              | 96,262        | 52,124             | (286,751)        | 133,691                                |
| <b>Designated Funds</b>           |                                      |               |                    |                  |                                        |
| Fixed Assets                      | 171,264                              | -             | -                  | 235,328          | 406,592                                |
|                                   | 171,264                              | -             | -                  | 235,328          | 406,592                                |
| <b>General Unrestricted Funds</b> | 146,782                              | 565,124       | 584,689            | 51,423           | 178,640                                |
| <b>TOTAL FUNDS</b>                | 694,350                              | 661,386       | 636,813            | -                | 718,923                                |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Easter                  | Funds were split equally and given to Tearfund and OM (Operation Mobilisation) Ukraine appeals. Both charities are operating on the ground delivering emergency services and supplies at this desperate time for the families and children fleeing and those trapped in the war in Ukraine.                                                                                                                                                                                                                                                                                                                                                                                                            |
| Harvest                 | Our harvest offering was divided 50/50 and given to "New Hope Trust" who helps the homeless and disadvantaged in the Watford area by offering intervention, prevention and recovery services and 50% to support the Bishop of St Albans' Harvest Appeal 2022 which will help change the lives of people in Mozambique who have been traumatised and displaced by conflict.                                                                                                                                                                                                                                                                                                                             |
| Detonate                | Detonate is a local children's summer activity, which the church runs in conjunction with local churches and fellowships.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Christmas Collection    | Our Christmas collection focussed on families and children affected by the disastrous floods in Pakistan through the Primary Education Project (PEP) on the ground. Widespread flood damage has meant that more than 33 million people have been affected with loss of their homes, livestock, roads, bridges and villages. Our donations supported the emergency response in PEP's working districts with vital food, health & hygiene packages and mosquito nets/bedding essentials.                                                                                                                                                                                                                 |
| Hillside                | Total funds raised @ 31/12/22 were £403k (£365k opening balance + £19k income in 2022 + £19k Expenditure in 2020/1 - now added back in order to capitalise in 2022). During the year £287k was capitalised and transferred to "Fixed Assets" made up of £269k for the purchase of Hillside Church on 07/04/22 (£250k purchase price + £19k legal fees & expenses) and £18k of architectural design fees and development expenses to enable remodelling and refurbishment of the site. Depreciation on the property commenced in May however the remodelling costs will not be depreciated until the refurbishment has been completed. There is a residual balance of £116k to cover the refurbishment. |
| Hardship                | The Hardship restricted reserve was originally set up during the Covid Crisis and this year continued to attract £504 in donations. This year payments of up to £210 each were given to individuals within our community.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Special collections     | £3,110 was raised to help cover the costs of "Jo Moody and Team" trip earlier in the year. In addition we received £1,849 in donations from outside the church membership to support various "community projects" including the "Christmas hampers" initiative. Of the remaining balance of £1,913 - £424 is available for future community projects and £1,489 relates to a cancelled St Andrew's 2020 Youth Team mission trip to Uganda to help Jenga and is being held until a similar trip can be run in the future.                                                                                                                                                                               |
| <b>Designated Funds</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Fixed Assets            | Fund representing the net book value of tangible fixed assets. Transfers relate to Additions and depreciation for the year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**13 ANALYSIS OF NET ASSETS BY FUND**

|                                   | Unrestricted |            |         |            | Unrestricted |            |         |            |
|-----------------------------------|--------------|------------|---------|------------|--------------|------------|---------|------------|
|                                   | Restricted   | Designated | General | TOTAL      | Restricted   | Designated | General | TOTAL      |
|                                   | Funds        | Funds      | Fund    | FUNDS 2022 | Funds        | Funds      | Fund    | FUNDS 2021 |
|                                   | £            | £          | £       | £          | £            | £          | £       | £          |
| Fixed Assets                      | -            | 406,592    | -       | 406,592    |              | 171,264    |         | 171,264    |
| Net Current Assets                | 133,691      | -          | 178,640 | 312,331    | 376,304      | -          | 146,782 | 523,086    |
| Fund Balances at 31 December 2022 | 133,691      | 406,592    | 178,640 | 718,923    | 376,304      | 171,264    | 146,782 | 694,350    |

**14 ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party.

**15 STAFF PENSIONS - Church Workers Pension Fund (CWPF)**

St Andrew's (Chorleywood) PCC (PB Classic & PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2022: £6,550 - 2021: £8,036).

ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 10.1% following improvements in the funding position over 2022. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Andrew's (Chorleywood) PCC could become responsible for paying a share of the failed employer's pension liabilities.

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL  
OF  
ST ANDREW'S CHURCH, CHORLEYWOOD  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**CANSDALES AUDIT LLP**  
Chartered Accountants & Statutory Auditor  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

## **LEGAL AND ADMINISTRATIVE INFORMATION**

### **COUNCIL MEMBERS**

Philip Barton  
Jon Butterfield (to May 2021)  
Nigel Challis  
Martin Dunkerton (to May 2021)  
John Ford \*  
Jackie Gedling  
Bill Harer \*  
Catherine Harer  
Rev Tim Horlock \*  
Ben John (to July 2021 and from October 2021)  
Izzie Jones

Matthew Jones  
Jonathan Logan  
Adeola Oludemi \*  
Judith Palfreman  
Les Palmer  
Rev James Rigby \* (from June 2021)  
Bill Seddon \*  
Rev Joe Sellers \* (to April 2021)  
Geoff Thompson (from May 2021)  
Tanitha Wait  
Corinne Williamson

\* Members of the Standing Committee

### **HONORARY TREASURER**

John Ford

### **HONORARY SECRETARY**

Bill Harer

### **INCUMBENT**

Rev Tim Horlock

### **CHURCH MANAGER**

Alan Richards (From February 2021)

### **PRINCIPAL OFFICE**

37 Quickley Lane  
Chorleywood  
Herts  
WD3 5AE

### **BANKERS**

Barclays  
The Watford Group  
32 Clarendon Road  
Watford  
WD1 1LD

### **AUDITOR**

Cansdales Audit LLP  
Chartered Accountants and Statutory Auditors  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

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## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

The Members of the Parochial Church Council (PCC) have pleasure in presenting their report together with the financial statements for the year ended 31 December 2021.

#### **Governance**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Chorleywood is registered as a charity with the Charity Commission. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956, as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Objects of the charity are to promote in the ecclesiastical parish the whole mission of the church.

The trustees of the charity, being the members of the PCC, either elected, co-opted or ex-officio, organise a formal election process each year in the run up to the Annual Parochial Church Meeting (APCM) to fill vacancies arising on the PCC. New members elected to the PCC then automatically become trustees of the charity.

The newly elected members are given guidance on the role and responsibilities of PCC membership including what it means to be a Trustee. Eligibility for membership of the PCC is in accordance with the guidelines set out by the Diocese. PCC members serve for a period of up to three years after which, if they so choose, they may stand for re-election. There are no limits to the number of times a person may stand for re-election. On standing down from the PCC, a member is then also removed from the list of trustees of the charity. A full list of the trustees of the charity is available on the Charity Commission website.

#### **Aim and Purposes**

The PCC of St Andrew's Chorleywood has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### **Objectives and Activities**

St Andrew's aligns itself with Bishop Alan's 'Living God's Love' vision of going deeper in God, transforming communities and making new disciples.

Our Vision statement is 'To pursue Jesus and play our part in a revival of holiness.'

When planning our activities for the year, the incumbent and PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. Activities include:

- Regular public worship open to all
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses, conferences and small groups
- The provision of mid-week groups with a Christian ethos for children and young people
- Organising, jointly with other local churches, a summer holiday week for children
- Promoting the whole mission of the Church through activities for senior citizens, parents and toddlers and other special needs groups
- Supporting other charities in the UK and overseas

#### **Achievements and Performance**

*They devoted themselves to the apostles' teaching and to the fellowship, to the breaking of bread and to prayer.*

*Acts 2 v42 – both in person and remotely...*

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

#### Worship and Prayer

St Andrew's usual pattern on in-person services was once again subject to disruption during the year as the pandemic ebbed and flowed and government restrictions responded to the changes in the variants and perceived risks. The PCC is indebted to our COVID Readiness Group which continued to monitor conditions and restrictions and provide invaluable advice on how to serve our mission while ensuring that we didn't endanger members of our congregation.

As a result of the changing circumstances, laws and advice, there were periods in the year when the church building was closed and periods when services returned closer to our more normal patterns. During periods of closure, the church worked hard to offer online worship services to both adults and children as well as prayer meetings, opportunities to stay connected through Zoom café after church, and youth and children's activities.

When restrictions permitted, St Andrew's reverted to offering a range of in-person services during the week that were sensitive to different needs and styles of worship. For example, our 9am Sunday service follows a more traditional format, the 11am service is more contemporary and offers a broader range of children's activities while our early evening service is more flexible, informal and more responsive to the preferences of our youth. Our monthly Funday Sunday services have been particularly helpful in appealing to new young families and we were able to begin these again towards the end of the year.

With the church open, we have continued to offer on-line services so that those who are unable to attend in person can still participate.

All are welcome at our services with our reach expanded using online formats.

Statistics around attendance are more difficult to compile than usual given the environment. The statistics that we do have are as follows:

#### Electoral Roll

At the annual meeting in 2021 there were 262 on the Electoral Roll (262 at the 2020 meeting).

Sunday attendance (adults) based on October 2019 was 250 adults (compared to 235 in 2018). Although we have statistics for livestream views it is difficult to translate these into comparable figures. The evidence suggests however that our weekly livestream services had a significant reach both to regular members and beyond. The church has 15 Life Groups involving over 160 people that meet throughout the week. There are around 54 younger (under 11) children who attend Sunday morning groups. In addition, 41 young people (11-18) attend Sunday and/or midweek activities.

There are regular prayer meetings including an early morning prayer meeting which has continued online, a Monday mid-morning prayer meeting (which restarted later in the year) and special times of prayer during different seasons and in response to specific needs (which have happened both in-person and online, depending on circumstances). A prayer ministry team is available to pray with people after the 9am, 11am and 6.30pm services and is available online. Wearing of masks and social distancing have been observed.

#### Pastoral Care

The clergy and pastoral visiting team visit members of the church who are unable to attend church. There are currently around 22 church members involved in the pastoral visiting team. This team's activities have been crucial during times of lockdown although some members of the team have been unable to participate given restrictions. The Chorleywood Corona Support Group (CCSG), which has been led and administered by our Community Liaison Officer, Vanessa Rousseau continued to operate as needed but was wound up towards the end of the year. The group provided remarkable and much appreciated support throughout the pandemic to those unable to shop or get prescriptions, for example. It also took on the role of the Chorleywood Care network to help provide transport to those who need, for example, to get to hospital appointments and don't have their own transport. Chorleywood Care began to function again later in the year enabling CCSG to step back from that role.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

#### Mission and Evangelism

St Andrew's works to engage with the community on many levels.

Having not been able to happen in person in 2020, Detonate, the summer holiday week organised by St Andrew's and several churches in Chorleywood, took place again in 2021. Given the background, there were particularly rigorous risk assessments and health and safety reviews conducted, with special thanks to Geoff Roberts from Christchurch who led this effort. To enable a safe event, fewer children were enrolled but a highly successful week saw 240 children attend, with no reported cases of COVID, for which we praise God.

#### **Review of the Year**

The PCC met seven times in the year (twice in person and the other times online) with an average attendance of 90%

In addition, the Standing Committee met eight times (three times in person and the other times online).

As described above, our service schedule had to remain flexible to respond to changing restrictions, guidelines and advice.

During periods of restrictions, we continued to conduct as full a ministry as possible online, including livestream services at both 11am and in the early evening. We also continued to run our various prayer groups online, with the early morning meeting continuing and the occasional Thursday evening meeting led by our vicar.

Once lockdown restrictions eased, we began to meet in-person. To facilitate appropriate cleaning and minimise COVID risk, we held many of our 9am services in Hillside Church, returning that service to the main sanctuary at St Andrew's in August. We experimented with moving our early evening service from 6.30pm to 5pm to see how that would affect attendance and whether it would enable greater social interaction after the service. The trial met with mixed success. Our 11am service restarted with its offering of youth and children's groups although the pandemic significantly affected attendance. The COVID Readiness Group continued to vet any planned services or events.

We were only able to relaunch our Funday Sunday services reaching out to young families later in the year.

Parents and Toddlers did a remarkable job throughout the pandemic supporting parents in times of lockdown and meeting again in person when possible. Attendees of Friendship Club are in general in the more vulnerable categories so in person meetings did not take place last year. Support was however offered to our members by both the pastoral visiting team and CCSG. At Christmas our Community Outreach Officer, Vanessa Rousseau organised a 'Love Christmas' campaign with support from the local community which provided hampers to many of our usual Friendship Club attendees as well as other nominated members of the community.

The process of purchasing Hillside Free Baptist Church buildings has taken longer than anticipated with a number of relatively minor legal issues slowing the process. Despite these legal delays, our team have got on with selecting architects and drawing up plans. In the meantime, we have been managing the property on behalf of the Baptist Union in return for a management fee.

We continued to support the CCSG both through Vanessa's work and through the Hardship Fund when needed. CCSG was wound up at the end of the year.

The Pastoral visiting team resumed its excellent work when that became possible. The small group network that is in place continued to be an important support to members of the congregation.

Remarkably, the Detonate team held a highly successful summer camp despite the challenges of the pandemic.

Not many of the social events for the community could take place during the year however, St Andrew's usually hosts a range of other social events for the community and, if possible, these will resume under the coordination of the Social Committee.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

After a very positive three years, our curate, Rev Joe Sellers, left us at the end of March to take up his post as vicar at All Souls, Twickenham. We welcomed Rev James Rigby, who had been an ordinand attached to St Andrew's, to the team in July. James has hit the ground running and has been an invaluable support to our vicar.

Looking at the rest of our staff team, we are enormously indebted to Alan Richards who has stepped forward to fill the church manager role, like his predecessor, Simon Jones, on an unpaid basis. Alan has been ably assisted by Alistair Guthrie who has taken on the management of Hillside. Both have relied heavily on the support of Rachel Pearce who has been a pillar of strength and used her expertise in ChurchSuite to excellent effect.

Our youth pastor, Martha Stringer, who joined in late 2020 has brought huge energy and passion to our youth work and her remodelled youth programme has begun to see fruit in both numbers and depth of commitment.

Towards the end of the year, our children and families pastor, Jake Dyer, was involved in a serious car accident. We lift Jake and his family in prayer at this difficult time.

#### **Plans for Future Periods**

With the final COVID-related restrictions due to be lifted at the end of February 2022, there is a sense that things are perhaps beginning to return to more normal conditions. Having said that, the number of cases in Chorleywood continue to be at very high levels so we will continue to be careful in our guidance to ensure that we care for more vulnerable members of our congregation.

We will continue to hold our services at 9am, 11am and 6pm and will livestream our services at 11am and 6pm.

Our monthly Funday Sunday services reaching out to young families will continue.

We will continue to run our various prayer groups, with the early morning meeting online and the Monday morning prayer meeting, led by our vicar, held in person.

We are planning to hold a Lent course based on the book 'Unleashed' by Gavin and Anne Calver. The course will be open to those wanting to attend the main sanctuary on Wednesday evenings individually or in small groups. Small groups may also meeting in their usual locations to follow the course.

Assuming completion of the process to buy Hillside Free Baptist Church buildings, we will begin to refurbish and reshape the buildings to meet the needs of the community, church family and particularly youth ministry that we plan to build there. In preparation for the first phase of the building, planning permission will be sought from the Diocesan Advisory Committee and a builder will be selected.

Mothers and Toddlers will continue with its ministry; as will the Friendship Club

The Pastoral visiting team will continue its ministry. The small group network that is in place will continue to be an important support to members of the congregation.

Along with the other local churches, we are planning to run our Detonate programme in the summer in person.

St Andrew's hosts a range of other social events for the community and these will continue under the coordination of the Social Committee.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

#### **Review of Financial Activities and Affairs**

Total income for the year was a staggering £970k up from £695k in pandemic-ravaged 2020. Both numbers are an amazing testimony to the generosity and sacrificial giving of the congregation of St Andrew's.

The figure of £970k includes £445k of restricted income, with £338k raised towards the purchase and refurbishment of Hillside Church. Looking at our unrestricted income, although down 1.5% this is also a remarkably resilient level given the environment and the giving for Hillside. Within the voluntary income figure, standing orders were up £1k while one-off giving and gift aid reclaims were down £4k and £5k respectively.

Having received Olive Entwistle's very generous legacy in 2020, we have been able use the great majority of her £115,000 on priority capital items. We have been able to update and upgrade both technology and the fabric of the church. Special thank you to Roger Close who did such a good job for us in overseeing much of the legacy spend and bringing our church buildings up to such a good standard of repair. The recent quinquennial report by the Church of England surveyor showed that while there are minor areas of work, nothing outside our regular budgeted spend has been recommended. Similarly, a recent random fire safety inspection by the fire department confirmed that our fire protection standards were up to date – thanks in no small part to some of the investment enabled by the legacy.

Attendance, which is a leading indicator of income, continues to be more difficult to measure than is usually the case. With online services, mixed mode services as well as in person services, any longer-term comparisons are not terribly meaningful. However, we have tracked various metrics around both our livestream services as well as our in-person services and conclude that while in-person attendance has inevitably suffered, this has been balanced to a significant extent by those participating online. Online services have both attracted a number of new members as well as enabled those who are unable to attend to participate.

As well as the very generous support of the Hillside project, other restricted income was also significantly above previous levels, helped by some very generous donations to New Hope and Jenga in our Easter collection.

Expenses have remained under tight control, remaining at the level of 2020, which was £58k below 2019 levels.

Turning to our grant expenditure, we have met our parish share request in full for the sixth year running and given away over £48,000 to mission

Despite spending over £65k of the legacy, our cash position was only £33k lower than at end of 2020 and remains healthily above our policy level of three times our estimated monthly core operating costs.

#### **Contribution of volunteers**

The work of St Andrew's could not be sustained without the contribution made by many volunteers in all aspects of its ministry. With many parts of church life in something of a state of flux over the past year, our volunteers have had to be flexible and learn new skills. Some have reviewed their volunteering commitments after the period of church closure, so we have had to look to recruit new volunteers and continue to rebuild.

Some areas have continued throughout including the three Toddler groups, pastoral visiting, preparation and cleaning before and after services to meet COVID protocols, the work of the COVID Readiness Group, the Hillside Group, the Worship Group, supported by the AV and camera teams. Other areas have only begun to get back to full operation more recently, such as flowers, hospitality and the Friendship Club.

With our Church Manager stepping down at the end of 2020, a number of volunteers have stepped forward to help fill the many and varied roles that he undertook for so many years. Notable among these being Alan Richards, who has taken over as Church Manager and Alistair Guthrie who has taken on responsibility for Hillside – both in volunteer capacity. In addition, volunteers are involved in governance through the PCC and Standing Committee.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

#### **Investment Policy**

Where funds are not protected by the Government Deposit Protection Scheme, the PCC invests in the CBF Church of England Deposit Fund which provides a diversified exposure to high quality short-term liquid assets.

#### **Reserves Policy**

It is the intention and policy of the PCC to hold sufficient cash to cover approximately three months of what it estimates to be ongoing core operating expenses in order to cover working capital, staff absences and short-term debts as well as to protect the church from sudden, unexpected loss of income or one-off, unbudgeted expense. In addition, from time to time the PCC identifies designated reserves to cover any anticipated shortfall or for significant expected items of expenditure. The reserves are monitored regularly, and the policy reviewed annually by the PCC and the Finance Group under the Treasurer. Following the receipt of the Entwistle legacy in 2020, reserves are currently still above policy at £146,782 (2020: £178,615) of unrestricted funds which would cover 4.8 months (2020: 6 months) of estimated core operating expenses. The PCC would need to hold £90,846 (2020: £89,912) to meet the policy level of 3 months. The PCC has used the resources provided by the legacy to undertake much overdue capital expenditure during 2021. This is planned to continue during 2022 and it is anticipated that reserves will be closer to policy levels by the end of 2022.

#### **Risks Policy**

The PCC regularly reviews risks and policies under the following headings: Financial (e.g. Reserves/viability; expenditure limits); Operational and regulatory (e.g. Safeguarding of Children and Vulnerable Adults; Health and Safety); Staff (e.g. resourcing, compliance with correct HR procedures); and Insurable (e.g. property and accident). Financial controls are specified to give accountability and confidentiality. Financial reports are made to every Standing Committee and PCC meeting, and budgets agreed before the start of each year.

#### **Grant Making Policy**

The PCC has a policy of giving away 15% of unrestricted giving to support Mission work outside the parish. The policy recognises that in times of financial pressure when other commitments such as payment of the parish share request are compromised then no less than 10% of unrestricted giving should be given to support Mission work outside the parish. The beneficiaries of these grants are selected annually by the PCC under the guidance of the Missions Committee which works with individual overseas mission partners and the Mission Finance Group which assesses other potential beneficiaries as well as providing recommendations for beneficiaries of restricted collections made at various points in the year, particularly Easter, Harvest and Christmas. In addition, the PCC may give occasional small grants for other purposes from unrestricted funds. Grants are made directly overseas only to organisations that have been personally vetted by a member of the congregation and have provided a report on the application of any previous grants.

#### **Trustee Training Policy**

Each PCC Member is provided on election with an induction checklist that includes information or sources of information on the roles and responsibilities of PCC members; an introduction to the deanery and diocese - people, structures and synods; as well as a review of the finances of St Andrew's. This checklist is reviewed annually. An interactive session is held with each new member, separately or as a group, to ensure that any questions can be fully addressed.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021

**Statement of the Responsibilities of the Members of the Parochial Church Council**

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the auditors**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

there is no relevant audit information of which the company's auditors are unaware; and  
we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

For and on behalf of the PCC:

.....  
John Ford  
Honorary Treasurer

Dated: .....25<sup>th</sup> April 2022.....

## ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021

We have audited the financial statements of The Parochial Church Council of St Andrew's Church Chorleywood (the 'charity') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021 (Continued)

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021 (Continued)

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Cansdales Audit LLP  
Chartered Accountants & Statutory Auditor

Dated: .....3<sup>rd</sup> May 2022.....

Cansdales is eligible to act as an auditor in terms of section 1212 of the companies act 2006

## ST ANDREW'S CHURCH, CHORLEYWOOD

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2021

|                                                        |      | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2021 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2020 |
|--------------------------------------------------------|------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                                        | Note | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>Income and Endowments from:</b>                     |      |                       |                     |                        |                       |                     |                        |
| Donations and legacies                                 | 2(a) | 495,559               | 445,239             | 940,798                | 618,397               | 51,892              | 670,289                |
| Charitable activities                                  | 2(b) | 13,801                | -                   | 13,801                 | 14,290                | -                   | 14,290                 |
| Other trading activities                               | 2(c) | 15,093                | -                   | 15,093                 | 8,675                 | -                   | 8,675                  |
| Investments                                            | 2(d) | 145                   | -                   | 145                    | 298                   | -                   | 298                    |
| Other                                                  | 2(e) | 403                   | -                   | 403                    | 1,742                 | -                   | 1,742                  |
| <b>Total</b>                                           |      | 525,001               | 445,239             | 970,240                | 643,402               | 51,892              | 695,294                |
| <b>Expenditure on:</b>                                 |      |                       |                     |                        |                       |                     |                        |
| Charitable activities                                  | 3(b) | 544,577               | 87,900              | 632,477                | 536,887               | 40,898              | 577,785                |
| <b>Total</b>                                           |      | 544,577               | 87,900              | 632,477                | 536,887               | 40,898              | 577,785                |
| <b>Net income/(expenditure)</b>                        |      | (19,576)              | 357,339             | 337,763                | 106,515               | 10,994              | 117,509                |
| <b>Transfers between funds</b>                         | 12   | -                     | -                   | -                      | -                     | -                   | -                      |
| <b>Net movement in funds</b>                           |      | (19,576)              | 357,339             | 337,763                | 106,515               | 10,994              | 117,509                |
| <b>Reconciliation of funds:</b>                        |      |                       |                     |                        |                       |                     |                        |
| Total funds brought forward at 1 January 2021          |      | 337,622               | 18,965              | 356,587                | 231,107               | 7,971               | 239,078                |
| <b>Total funds carried forward at 31 December 2021</b> |      | 318,046               | 376,304             | 694,350                | 337,622               | 18,965              | 356,587                |

All of the PCC's activities are classed as continuing operations

The movement on funds is shown in note 12 to the financial statements

The PCC has no recognised gains or losses other than the result for the year

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

## BALANCE SHEET

AS AT 31 DECEMBER 2021

|                                                |                             |      | 2021     | 2020     |
|------------------------------------------------|-----------------------------|------|----------|----------|
|                                                |                             | Note | £        | £        |
| <b>FIXED ASSETS:</b>                           |                             |      |          |          |
| Tangible fixed assets                          | <i>Total Fixed assets</i>   | 4    | 171,264  | 159,007  |
| <b>CURRENT ASSETS:</b>                         |                             |      |          |          |
| Stock                                          |                             | 5    | 2,486    | 2,534    |
| Debtors                                        |                             | 6    | 15,758   | 12,743   |
| Cash at bank and in hand                       |                             |      | 532,471  | 206,601  |
|                                                | <i>Total Current assets</i> |      | 550,715  | 221,878  |
| <b>LIABILITIES:</b>                            |                             |      |          |          |
| Creditors: Amounts falling due within one year |                             | 7    | (27,629) | (24,298) |
|                                                | <i>Net Current assets</i>   |      | 523,086  | 197,580  |
| <b>TOTAL NET ASSETS</b>                        |                             |      | 694,350  | 356,587  |
| <b>THE FUNDS OF THE CHARITY</b>                |                             |      |          |          |
| Restricted funds                               |                             | 12   | 376,304  | 18,965   |
| Unrestricted funds (Designated)                |                             | 12   | 171,264  | 159,007  |
| Unrestricted funds (General)                   |                             | 12   | 146,782  | 178,615  |
|                                                |                             |      | 694,350  | 356,587  |

Approved by the members of the Parochial Church Council on .....25<sup>th</sup> April 2022..... and signed on their behalf by:

.....  
T Horlock  
Chairman

.....  
J Ford  
Honorary Treasurer

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2021

|                                                         | 2021            | 2020            |
|---------------------------------------------------------|-----------------|-----------------|
|                                                         | £               | £               |
| Net movement in funds                                   | 337,763         | 117,509         |
| Adjustments for:                                        |                 |                 |
| Depreciation                                            | 43,323          | 31,618          |
| Investment income                                       | (145)           | (298)           |
| Decrease/(increase) in trade and other receivables      | (3,015)         | (1,856)         |
| Decrease/(increase) in stock                            | 48              | (215)           |
| Increase/(decrease) in trade and other payables         | 3,331           | (21,387)        |
| <b>Net cash from operating activities</b>               | <b>381,305</b>  | <b>125,371</b>  |
| <b>Investing activities</b>                             |                 |                 |
| Purchase of fixed assets                                | (55,580)        | (29,372)        |
| Investment income                                       | 145             | 298             |
| <i>Cash flow from investing activities</i>              | <i>(55,435)</i> | <i>(29,074)</i> |
| <b>Net change in cash and cash equivalents</b>          | <b>325,870</b>  | <b>96,297</b>   |
| <b>Cash and cash equivalents at start of year</b>       | <b>206,601</b>  | <b>110,304</b>  |
| <b>Cash and cash equivalents at the end of the year</b> | <b>532,471</b>  | <b>206,601</b>  |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**1. ACCOUNTING POLICIES**

St Andrew's Church is a charity registered in England & Wales. Details of the charities registered office can be found on the legal and administrative information page. The nature of the charity's operations and principal activities are to promote in the ecclesiastical parish the whole mission of the church.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on an accruals accounting basis and in accordance with the Church Accounting Regulations 2006. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Funds**

Funds held by the PCC are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Designated funds – these are funds which the PCC have designated for use for a particular purpose and are funds set aside by the PCC out of unrestricted general funds for specific future purposes or projects.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the PCC. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. The cost of raising and administering such funds are charged against a specific fund. The aim and use of each restricted fund is set out in the notes to the financial statement.

**Income**

Collections are recognised only when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement to the amount due, the receipt is more likely than not and the amount receivable can be estimated with reasonable accuracy.

**Expenditure**Grants

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

Activities directly relating to the work of the church

The diocesan parish share is accounted for when paid. Any agreed parish share unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**Allocation of Costs**

The costs involved in supporting the PCC's work are allocated across the charitable activities on a pro rata basis of their total cost within the resources expended. This includes bank interest and charges payable. Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

**Leases**

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases") the assets are treated as if they have been purchased outright. The amount capitalised is the fair value of the assets concerned. The corresponding liability to the leasing company is included as an obligation under finance leases. Depreciation on leased assets is charged to the Statement of Financial Activities over the shorter of the lease term and the estimated useful life of the asset.

All other assets are treated as "operating leases" and the relevant annual rentals are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**Tangible Fixed Assets**

Fixed assets are initially recorded at cost. Items are capitalised when the component purchase price is over £2,500, apart from expenditure on consecrated or beneficed buildings, for which the limit is £5,000.

All expenditure on the repair of moveable church furnishings acquired before 1 January 2001 is written off in the Statement of Financial Activities.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.10 (2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Communion silverware is not depreciated.

Depreciation is provided at the following rates per annum on a straight line basis:

- Property improvements – 5%
- Motor Vehicles – 20%
- Computer & other equipment – 33 1/3 %
- Organ - 10%
- Furniture, Fixtures and Fittings – 10% to 20%, depending on their useful life

Within computer and equipment there are assets that are silverware which is not depreciated

**Current assets and liabilities**

Amounts owing to the PCC at 31 December in respect of fees, rent and other income are shown as debtors, less provision for any amounts which may prove uncollectable. Amounts owed by the PCC at 31 December in respect of expenditure are shown as creditors.

**Stock**

Stock is stated at the lower of cost and net realisable value, where cost is the purchase price.

**Pensions**

The PCC encourages employees to join the Church Workers Pension Fund, which is a defined benefit pension scheme. The PCC matches contributions made by employees. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial activities as they are incurred.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**2. INCOME**

|                                            | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2021<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2020<br>£ |
|--------------------------------------------|----------------------------|--------------------------|-----------------------------|----------------------------|--------------------------|-----------------------------|
| <b>(a) Donations and legacies</b>          |                            |                          |                             |                            |                          |                             |
| Standing Orders & Other regular giving     | 376,145                    | -                        | 376,145                     | 375,105                    | -                        | 375,105                     |
| Legacies                                   | -                          | -                        | -                           | 115,774                    | -                        | 115,774                     |
| Detonate                                   | -                          | 19,283                   | 19,283                      | -                          | 1,994                    | 1,994                       |
| Hillside                                   | -                          | 319,661                  | 319,661                     | -                          | 10,201                   | 10,201                      |
| Sundry Donations                           | 45,763                     | 2,350                    | 48,113                      | 37,234                     | 3,956                    | 41,190                      |
| Collections at all services                | 29                         | 39,060                   | 39,089                      | 11,828                     | 29,816                   | 41,644                      |
| Gift Aid recovered                         | 73,622                     | 64,885                   | 138,507                     | 78,456                     | 5,925                    | 84,381                      |
|                                            | 495,559                    | 445,239                  | 940,798                     | 618,397                    | 51,892                   | 670,289                     |
| <b>(b) Charitable activities</b>           |                            |                          |                             |                            |                          |                             |
| Parochial Fees                             | 3,149                      | -                        | 3,149                       | 2,072                      | -                        | 2,072                       |
| Mission & Other Events & activities        | 8,704                      | -                        | 8,704                       | 2,897                      | -                        | 2,897                       |
| Children's and youth events and activities | 1,948                      | -                        | 1,948                       | 9,321                      | -                        | 9,321                       |
|                                            | 13,801                     | -                        | 13,801                      | 14,290                     | -                        | 14,290                      |
| <b>(c) Other trading activities</b>        |                            |                          |                             |                            |                          |                             |
| Bookstall                                  | 1,099                      | -                        | 1,099                       | 744                        | -                        | 744                         |
| Hire of facilities                         | 3,736                      | -                        | 3,736                       | 1,018                      | -                        | 1,018                       |
| Management fee                             | 10,258                     | -                        | 10,258                      | 6,913                      | -                        | 6,913                       |
|                                            | 15,093                     | -                        | 15,093                      | 8,675                      | -                        | 8,675                       |
| <b>(d) Investments</b>                     |                            |                          |                             |                            |                          |                             |
| Interest received                          | 145                        | -                        | 145                         | 298                        | -                        | 298                         |
| <b>(e) Other</b>                           |                            |                          |                             |                            |                          |                             |
| Deanery Mission Grant                      | 403                        | -                        | 403                         | -                          | -                        | -                           |
| COVID Job retention scheme grant           | -                          | -                        | -                           | 1,567                      | -                        | 1,567                       |
| Bank charges refund                        | -                          | -                        | -                           | 175                        | -                        | 175                         |
|                                            | 403                        | -                        | 403                         | 1,742                      | -                        | 1,742                       |
| <b>TOTAL INCOME</b>                        | <b>525,001</b>             | <b>445,239</b>           | <b>970,240</b>              | <b>643,402</b>             | <b>51,892</b>            | <b>695,294</b>              |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**3. EXPENDITURE**

|                                        | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2021<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2020<br>£ |
|----------------------------------------|----------------------------|--------------------------|-----------------------------|----------------------------|--------------------------|-----------------------------|
| <b>(b) Charitable activities</b>       |                            |                          |                             |                            |                          |                             |
| i Grants:                              |                            |                          |                             |                            |                          |                             |
| Overseas missions and support          | 24,328                     | -                        | 24,328                      | 35,104                     | -                        | 35,104                      |
| Home missions and support              | 24,038                     | -                        | 24,038                      | 20,090                     | -                        | 20,090                      |
| Special gift distribution              | -                          | 87,900                   | 87,900                      | -                          | 40,898                   | 40,898                      |
| Diocesan parish share                  | 157,150                    | -                        | 157,150                     | 157,150                    | -                        | 157,150                     |
| Church activities:                     |                            |                          |                             |                            |                          |                             |
| Bookstall                              | 1,148                      | -                        | 1,148                       | 744                        | -                        | 744                         |
| Mission & Other Events & activities    | 12,178                     | -                        | 12,178                      | 6,182                      | -                        | 6,182                       |
| Children's & youth events & activities | 6,811                      | -                        | 6,811                       | 4,237                      | -                        | 4,237                       |
| Church running costs:                  |                            |                          |                             |                            |                          |                             |
| Church running costs                   | 35,244                     | -                        | 35,244                      | 43,695                     | -                        | 43,695                      |
| Repairs & maintenance                  | 11,279                     | -                        | 11,279                      | 16,636                     | -                        | 16,636                      |
| Depreciation                           | 43,323                     | -                        | 43,323                      | 31,618                     | -                        | 31,618                      |
| Clergy:                                |                            |                          |                             |                            |                          |                             |
| Clergy & ministry expenses             | 40,018                     | -                        | 40,018                      | 38,545                     | -                        | 38,545                      |
| Salaries & staff costs:                |                            |                          |                             |                            |                          |                             |
| Administrative staff                   | 72,844                     | -                        | 72,844                      | 61,002                     | -                        | 61,002                      |
| Ministry staff                         | 86,020                     | -                        | 86,020                      | 96,030                     | -                        | 96,030                      |
| Training and recruitment               | 1,376                      | -                        | 1,376                       | 1,025                      | -                        | 1,025                       |
| Pensions                               | 8,036                      | -                        | 8,036                       | 7,255                      | -                        | 7,255                       |
| Employer's national insurance          | 13,123                     | -                        | 13,123                      | 11,226                     | -                        | 11,226                      |
| Printing, Postage and stationery       | 2,065                      | -                        | 2,065                       | 1,148                      | -                        | 1,148                       |
| Bank charges                           | 718                        | -                        | 718                         | 305                        | -                        | 305                         |
| Professional fees                      | 234                        | -                        | 234                         | 156                        | -                        | 156                         |
| Audit fee                              | 4,644                      | -                        | 4,644                       | 4,739                      | -                        | 4,739                       |
| <b>TOTAL EXPENDITURE</b>               | <b>544,577</b>             | <b>87,900</b>            | <b>632,477</b>              | <b>536,887</b>             | <b>40,898</b>            | <b>577,785</b>              |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

| 3(b)i ANALYSIS OF GRANTS                       | Grants to<br>institutions | Grants to<br>individuals | Support costs | Total 2021     | Grants to<br>institutions | Grants to<br>individuals | Support costs | Total 2020     |
|------------------------------------------------|---------------------------|--------------------------|---------------|----------------|---------------------------|--------------------------|---------------|----------------|
|                                                | £                         | £                        | £             | £              | £                         | £                        | £             | £              |
| Grants made to Link Partners                   | -                         | 24,328                   | -             | 24,328         | -                         | 35,104                   | -             | 35,104         |
| <b>Overseas missions and support</b>           | <b>-</b>                  | <b>24,328</b>            | <b>-</b>      | <b>24,328</b>  | <b>-</b>                  | <b>35,104</b>            | <b>-</b>      | <b>35,104</b>  |
| Onelife                                        | 3,350                     | -                        | -             | 3,350          | 3,350                     | -                        | -             | 3,350          |
| Evangelical Alliance                           | 300                       | -                        | -             | 300            | 300                       | -                        | -             | 300            |
| Philo trust                                    | 2,500                     | -                        | -             | 2,500          | 2,500                     | -                        | -             | 2,500          |
| London School of Theology                      | 1,000                     | -                        | -             | 1,000          | 1,000                     | -                        | -             | 1,000          |
| St Albans & Harp Christian Educ Project (STEP) | 1,000                     | -                        | -             | 1,000          | 1,000                     | -                        | -             | 1,000          |
| Oak Church - Stevenage                         | 6,000                     | -                        | -             | 6,000          | 6,000                     | -                        | -             | 6,000          |
| Restore Hope Latimer                           | 1,000                     | -                        | -             | 1,000          | 1,000                     | -                        | -             | 1,000          |
| Gerard Le Feuvre (KCO)                         | -                         | 5,500                    | -             | 5,500          | -                         | 4,500                    | -             | 4,500          |
| TLG                                            | 2,000                     | -                        | -             | 2,000          | -                         | -                        | -             | -              |
| Kintsugi Hope                                  | 1,000                     | -                        | -             | 1,000          | -                         | -                        | -             | -              |
| Anne Baron - Training grant for Lay Readership | -                         | 200                      | -             | 200            | -                         | 200                      | -             | 200            |
| James Rigby - Book grant for Ordinand          | -                         | -                        | -             | -              | -                         | 200                      | -             | 200            |
| Donations from Toddlers Group                  | 188                       | -                        | -             | 188            | 40                        | -                        | -             | 40             |
| <b>Home missions and support</b>               | <b>18,338</b>             | <b>5,700</b>             | <b>-</b>      | <b>24,038</b>  | <b>15,190</b>             | <b>4,900</b>             | <b>-</b>      | <b>20,090</b>  |
| Jenga                                          | 21,099                    | -                        | -             | 21,099         | -                         | -                        | -             | -              |
| New Hope                                       | 21,099                    | -                        | -             | 21,099         | -                         | -                        | -             | -              |
| FGA Pakistan                                   | -                         | -                        | -             | -              | 4,460                     | -                        | -             | 4,460          |
| Samara's Aid                                   | -                         | -                        | -             | -              | 4,459                     | -                        | -             | 4,459          |
| <b>Easter Collection - Restricted fund</b>     | <b>42,198</b>             | <b>-</b>                 | <b>-</b>      | <b>42,198</b>  | <b>8,919</b>              | <b>-</b>                 | <b>-</b>      | <b>8,919</b>   |
| Restore Hope Latimer                           | 1,712                     | -                        | -             | 1,712          | -                         | -                        | -             | -              |
| Bishop's harvest appeal                        | 1,713                     | -                        | -             | 1,713          | 4,447                     | -                        | -             | 4,447          |
| Tearfund                                       | -                         | -                        | -             | -              | 4,447                     | -                        | -             | 4,447          |
| <b>Harvest Collection - Restricted fund</b>    | <b>3,425</b>              | <b>-</b>                 | <b>-</b>      | <b>3,425</b>   | <b>8,894</b>              | <b>-</b>                 | <b>-</b>      | <b>8,894</b>   |
| Tearfund                                       | 1,377                     | -                        | -             | 1,377          | -                         | -                        | -             | -              |
| Gerard Le Feuvre (KCO)                         | -                         | 1,377                    | -             | 1,377          | -                         | -                        | -             | -              |
| Oak Church                                     | -                         | -                        | -             | -              | 1,954                     | -                        | -             | 1,954          |
| Open Doors                                     | -                         | -                        | -             | -              | 1,954                     | -                        | -             | 1,954          |
| <b>Christmas Collection - Restricted fund</b>  | <b>1,377</b>              | <b>1,377</b>             | <b>-</b>      | <b>2,754</b>   | <b>3,908</b>              | <b>-</b>                 | <b>-</b>      | <b>3,908</b>   |
| T Waris - Hillside 10%                         | 1,081                     | -                        | -             | 1,081          | -                         | -                        | -             | -              |
| Onelife - Hillside 10%                         | 1,081                     | -                        | -             | 1,081          | -                         | -                        | -             | -              |
| Community Projects                             | 925                       | -                        | -             | 925            | -                         | -                        | -             | -              |
| Jo Moody Collection                            | -                         | -                        | -             | -              | 3,911                     | -                        | -             | 3,911          |
| <b>Special Collection - Restricted fund</b>    | <b>3,087</b>              | <b>-</b>                 | <b>-</b>      | <b>3,087</b>   | <b>3,911</b>              | <b>-</b>                 | <b>-</b>      | <b>3,911</b>   |
| Detonate                                       | -                         | -                        | 16,638        | 16,638         | -                         | -                        | 5,409         | 5,409          |
| Hillside                                       | -                         | -                        | 18,373        | 18,373         | -                         | -                        | 765           | 765            |
| CCSG                                           | -                         | 418                      | -             | 418            | -                         | 7,505                    | -             | 7,505          |
| Hardship                                       | -                         | 1,007                    | -             | 1,007          | -                         | -                        | 1,587         | 1,587          |
| <b>Special gift distribution</b>               | <b>50,087</b>             | <b>2,802</b>             | <b>35,011</b> | <b>87,900</b>  | <b>25,632</b>             | <b>7,505</b>             | <b>7,761</b>  | <b>40,898</b>  |
| Diocesan parish share                          | 157,150                   | -                        | -             | 157,150        | 157,150                   | -                        | -             | 157,150        |
| <b>Total Grants</b>                            | <b>225,575</b>            | <b>32,830</b>            | <b>35,011</b> | <b>293,416</b> | <b>197,972</b>            | <b>47,509</b>            | <b>7,761</b>  | <b>253,242</b> |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**4. TANGIBLE FIXED ASSETS**

|                         | Property<br>Improvements<br>£ | Computers &<br>Equipment<br>£ | Fixtures<br>& Fittings<br>£ | Total<br>£ |
|-------------------------|-------------------------------|-------------------------------|-----------------------------|------------|
| <b>Cost</b>             |                               |                               |                             |            |
| At 1 January 2021       | 498,888                       | 174,648                       | 213,258                     | 886,794    |
| Additions               | -                             | 10,242                        | 45,338                      | 55,580     |
| Disposals               | -                             | -                             | -                           | -          |
| At 31 December 2021     | 498,888                       | 184,890                       | 258,596                     | 942,374    |
| <b>Depreciation</b>     |                               |                               |                             |            |
| At 1 January 2021       | 397,792                       | 141,922                       | 188,073                     | 727,787    |
| Charge for year         | 24,945                        | 11,771                        | 6,607                       | 43,323     |
| Eliminated on disposals | -                             | -                             | -                           | -          |
| At 31 December 2021     | 422,737                       | 153,693                       | 194,680                     | 771,110    |
| <b>Net Book Value</b>   |                               |                               |                             |            |
| At 31 December 2021     | 76,151                        | 31,197                        | 63,916                      | 171,264    |
| At 31 December 2020     | 101,096                       | 32,726                        | 25,185                      | 159,007    |

There is a residual balance of £7,439 on computers & equipment which relates to silverware and is not depreciated.  
All of the assets are held for the PCC's ongoing activities.

**5 STOCKS**

|                 | 2021<br>£ | 2020<br>£ |
|-----------------|-----------|-----------|
| Bookstall stock | 2,486     | 2,534     |

**6 DEBTORS**

|                      | 2021<br>£ | 2020<br>£ |
|----------------------|-----------|-----------|
| Prepayments          | 4,223     | 3,200     |
| Other debtors        | 4,849     | 2,425     |
| Gift Aid recoverable | 6,686     | 7,118     |
|                      | 15,758    | 12,743    |

**7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                 | 2021<br>£ | 2020<br>£ |
|-----------------|-----------|-----------|
| Trade Creditors | 4,713     | 2,228     |
| Other Creditors | 10,755    | 2,686     |
| Accruals        | 9,494     | 16,883    |

Taxation and Social Security

|               |               |
|---------------|---------------|
| 2,667         | 2,501         |
| <b>27,629</b> | <b>24,298</b> |

ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

**8. REMUNERATION OF PCC MEMBERS AND OTHER RELATED PARTY TRANSACTIONS**

The following payments were made or re-imbursed to PCC members and other related parties:

|             |            | <b>2021</b> | <b>2020</b> |                         |
|-------------|------------|-------------|-------------|-------------------------|
|             |            | <b>£</b>    | <b>£</b>    |                         |
| Tim Horlock | PCC Member | 2,836       | 2,131       | Expenses and allowances |
| Joe Sellers | PCC Member | 324         | 784         | Expenses and allowances |
| James Rigby | PCC Member | 140         | -           | Expenses and allowances |

Members of the Clergy also receive housing, telephone & travel costs that have been excluded from the above analysis  
No further expenses were reimbursed to other PCC members in 2021 (2020: £nil).

Donations received from PCC members and other charities of which PCC members are trustees totalled £92,485 (2020: £84,105) during the reporting period. The church made donations totalling £27,099 (2020: £7,924) to other charities of which PCC members are trustees.

**9. EMPLOYEE COSTS**

Employee costs, excluding clergy paid by the Diocese, were as follows:

|                       | <b>2021</b>    | <b>2020</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Salaries & wages      | 156,531        | 152,105        |
| Social security costs | 13,123         | 11,226         |
| Pension costs         | 8,036          | 7,255          |
|                       | <b>177,690</b> | <b>170,586</b> |

The Clergy receive a Stipend from the Diocese and are classed as "office holders" for tax purposes.  
They are not paid directly by the PCC although the "parish share" paid to the Diocese includes an element to cover the clergy Stipend.

The key management personnel are either self-employed or volunteers and as such do not receive employee benefits.

No employees were paid at a rate of more than £60,000 pa (2020: none).

The average number of paid staff during the year was 7.4 (2020: 7.3) while the full time equivalent of paid staff was 5.8 (2020: 5.5).

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

**10. CONTINGENT LIABILITIES**

There were no contingent liabilities as at 31 December 2021 (2020: £nil).

**11 OPERATING LEASE COMMITMENTS**

At 31 December 2021, the PCC had commitments under non-cancellable operating leases as follows  
Operating lease payments in the year were £1,504 (2020: £1,812).

|                                                   | <b>2021</b>         |       | <b>2020</b>         |       |
|---------------------------------------------------|---------------------|-------|---------------------|-------|
|                                                   | Land &<br>Buildings | Other | Land &<br>Buildings | Other |
|                                                   | £                   | £     | £                   | £     |
| Future minimum lease payments                     |                     |       |                     |       |
| not later than one year;                          | -                   | 1,480 | -                   | 1,562 |
| later than one year and not later than five years | -                   | 3,454 | -                   | 4,811 |
| later than five years                             | -                   | -     | -                   | -     |
|                                                   | -                   | 4,934 | -                   | 6,373 |

The current 4 year photocopier lease expires in April 2025

**12 SUMMARY OF FUND MOVEMENTS**

|                                   | Balance at 1<br>January 2021 | Income  | Expenditure | Transfers | Balance at 31<br>December 2021 |
|-----------------------------------|------------------------------|---------|-------------|-----------|--------------------------------|
|                                   | £                            | £       | £           | £         | £                              |
| <b>Restricted Funds</b>           |                              |         |             |           |                                |
| Easter                            | -                            | 42,198  | 42,198      | -         | -                              |
| Harvest                           | -                            | 3,425   | 3,425       | -         | -                              |
| Detonate                          | 3,566                        | 20,533  | 16,638      | -         | 7,461                          |
| Christmas Collection              | -                            | 2,754   | 2,754       | -         | -                              |
| Hillside                          | 10,336                       | 373,084 | 18,373      | -         | 365,047                        |
| CCSG                              | -                            | 245     | 418         | 173       | -                              |
| Hardship                          | 3,574                        | 337     | 1,007       | (173)     | 2,731                          |
| Special collections               | 1,489                        | 2,663   | 3,087       | -         | 1,065                          |
|                                   | 18,965                       | 445,239 | 87,900      | -         | 376,304                        |
| <b>Designated Funds</b>           |                              |         |             |           |                                |
| Fixed Assets                      | 159,007                      | -       | -           | 12,257    | 171,264                        |
|                                   | 159,007                      | -       | -           | 12,257    | 171,264                        |
| <b>General Unrestricted Funds</b> | 178,615                      | 525,001 | 544,577     | (12,257)  | 146,782                        |
| <b>TOTAL FUNDS</b>                | 356,587                      | 970,240 | 632,477     | -         | 694,350                        |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Easter               | Funds were split equally and given to "Jenga" a Christian charity based in Uganda which aims to provide the basic essentials of life to the most vulnerable in Mbale and "New Hope" a charity based in Watford to prevent homelessness and transform lives.                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Harvest              | Our harvest offering was divided 50/50 and given to "Restore Hope Latimer" who's focus is to offer support to children, families and young people who are facing challenging situations and 50% to support the Bishop of St Albans' Harvest Appeal 2021, Water is Life, will bring clean water to many more communities in the DRC, bringing with it transformation to daily lives and hope for the future.                                                                                                                                                                                                                                                                  |
| Detonate             | Detonate is a local children's summer activity, which the church runs in conjunction with local churches and fellowships.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Christmas Collection | Our Christmas offering was divided equally and given to "Tearfund Christmas appeal " to equip those living in poverty with the tools and techniques that they need to prepare for the effects of the climate crisis and 50% to support Gerard Le Feuvre who works full time at KCO, a Christian group of professional musicians. For 30+ years they have toured in the UK and beyond, providing faithful, fun and beautiful events. 10,000+ attend each year, invited by churches locally. Our churches find us an ideal tool to show how much they care for their neighbours.                                                                                               |
| Hillside             | As reported last year, St Andrew's Church is in the process of purchasing Hillside Church to help further its vision in Chorleywood. Various administrative and legal issues have delayed the purchase. It is expected that the purchase will be completed by end March 2022. In addition to the purchase price, additional funds were raised in the restricted reserve to enable remodelling and refurbishment of the site.                                                                                                                                                                                                                                                 |
| CCSG                 | <p>The CCSG fund closed during the year having supported many projects since the COVID crisis began and first lockdown in March 2020. Donations supported vulnerable and isolated people and financially struggling families within the WD3 community with:</p> <ul style="list-style-type: none"> <li>• Supermarket voucher scheme to fund essential food, toiletries and cleaning items</li> <li>• Fresh fruit and vegetable food boxes</li> <li>• Essential baby supplies (milk, nappies, wipes etc)</li> <li>• Creative arts and crafts boxes for vulnerable children</li> <li>• Senior community hampers</li> <li>• PPE equipment for CCSG volunteer drivers</li> </ul> |
| Hardship             | The coronavirus pandemic has led to an exceptional level of need and hardship in our community. Consequently a Hardship restricted reserve was set up to enable additional funds to be channelled to those facing hardship at this time. This year £174 was transferred to the CCSG reserve and numerous food vouchers and payments of up to £200 each were given to individuals within our community.                                                                                                                                                                                                                                                                       |
| Special collections  | Donors had the opportunity this year to tithe 10% of their donation to the Hillside building project and this raised £2,163 which was given 50/50 to Onelife and one of our link partners. In addition we received a £500 donation from outside the church membership to support various "community projects" including the "Love Christmas hampers" initiative.                                                                                                                                                                                                                                                                                                             |

### Designated Funds

Fixed Assets Fund representing the net book value of tangible fixed assets. Transfers relate to Additions and depreciation for the year.

ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

### 13 ANALYSIS OF NET ASSETS BY FUND

|                                      | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2021 | Restricted<br>Funds | Designated<br>Funds | Unrestricted<br>General<br>Fund | TOTAL<br>FUNDS<br>2020 |
|--------------------------------------|---------------------|---------------------|---------------------------------|------------------------|---------------------|---------------------|---------------------------------|------------------------|
|                                      | £                   | £                   | £                               | £                      | £                   | £                   | £                               | £                      |
| Fixed Assets                         | -                   | 171,264             | -                               | 171,264                |                     | 159,007             |                                 | 159,007                |
| Net Current Assets                   | 376,304             | -                   | 146,782                         | 523,086                | 18,965              | -                   | 178,615                         | 197,580                |
| Fund Balances at 31<br>December 2021 | 376,304             | 171,264             | 146,782                         | 694,350                | 18,965              | 159,007             | 178,615                         | 356,587                |

### 14 ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

### 15 STAFF PENSIONS - Church Workers Pension Fund (CWPF)

St Andrew's (Chorleywood) PCC (PB Classic & PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. **the Pension Builder Scheme, which has two subsections;**
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

#### Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2021: £8,036 2020: £7,255).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 3% following improvements in the funding position over 2021. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Andrew's (Chorleywood) PCC could become responsible for paying a share of the failed employer's pension liabilities.

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL  
OF  
ST ANDREW'S CHURCH, CHORLEYWOOD  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**CANSDALES AUDIT LLP**  
Chartered Accountants & Statutory Auditor  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

**LEGAL AND ADMINISTRATIVE INFORMATION**

**COUNCIL MEMBERS**

Philip Barton (from October 2020)

Jon Butterfield

Nigel Challis

Martin Dunkerton

John Ford \*

Jackie Gedling

Bill Harer \*

Catherine Harer

Izzie Jones

Matthew Jones (from October 2020)

Jonathan Logan

Rev Tim Horlock \*

Ben John

Ian Monument (to October 2020)

Adeola Oludemi \*

Judith Palfreman

Les Palmer

Alan Richards \* (to October 2020)

Bill Seddon \*

Rev Joe Sellers \*

Tanitha Wait (from October 2020)

Joanna Webb (to October 2020)

Corinne Williamson (from October 2020)

\* Members of the Standing Committee

**HONORARY TREASURER**

John Ford

**HONORARY SECRETARY**

Bill Harer

**INCUMBENT**

Rev Tim Horlock

**CHURCH MANAGER**

Simon Jones (until December 2020)

**PRINCIPAL OFFICE**

37 Quickley Lane

Chorleywood

Herts

WD3 5AE

**BANKERS**

Barclays

The Watford Group

32 Clarendon Road

Watford

WD1 1LD

**AUDITOR**

Cansdales Audit LLP

Chartered Accountants and Statutory Auditors

Bourbon Court

Nightingales Corner

Little Chalfont

Bucks

HP7 9QS

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

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## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

The Members of the Parochial Church Council (PCC) have pleasure in presenting their report together with the financial statements for the year ended 31 December 2020.

#### **Governance**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Chorleywood is registered as a charity with the Charity Commission. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956, as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The Objects of the charity are to promote in the ecclesiastical parish the whole mission of the church.

The Trustees of the charity, being the members of the PCC, either elected, co-opted or ex-officio, organise a formal election process each year in the run up to the Annual Parochial Church Meeting (APCM) to fill vacancies arising on the PCC. New members elected to the PCC then automatically become Trustees of the charity.

The newly elected members are given guidance on the role and responsibilities of PCC membership including what it means to be a Trustee.

Eligibility for membership of the PCC is in accordance with the guidelines set out by the Diocese. PCC members serve for a period of up to three years after which, if they so choose, they may stand for re-election. There are no limits to the number of times a person may stand for re-election. On standing down from the PCC, a member is then also removed from the list of Trustees of the charity. A full list of the Trustees of the charity is available on the Charity Commission website.

#### **Aim and Purposes**

The PCC of St Andrew's Chorleywood has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### **Objectives and Activities**

St Andrew's aligns itself with Bishop Alan's 'Living God's Love' vision of going deeper in God, transforming communities and making new disciples.

Our Vision statement is 'To pursue Jesus and play our part in a revival of holiness.'

When planning our activities for the year, the incumbent and PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. Activities include:

- Regular public worship open to all
- Pastoral work, including visiting the sick and bereaved
- Teaching Christianity through sermons, courses, conferences and small groups
- The provision of mid-week groups with a Christian ethos for children and young people
- Organising, jointly with other local churches, a summer holiday week for children
- Promoting the whole mission of the Church through activities for senior citizens, parents and toddlers and other special needs groups
- Supporting other charities in the UK and overseas

#### **Achievements and Performance**

*They devoted themselves to the apostles' teaching and to the fellowship, to the breaking of bread and to prayer.  
Acts 2 v42 – both in person and remotely...*

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

#### Worship and Prayer

Until the first lockdown in March, St Andrew's offered a range of in-person services during the week that are sensitive to different needs and styles of worship. For example, our 9am Sunday service follows a more traditional format, the 11am service is more contemporary and offers a broader range of children's activities while our 6.30pm service is more flexible, informal and more responsive to the preferences of our youth. Our monthly Funday Sunday services have been particularly helpful in appealing to new young families.

With the onset of the pandemic and the church closed for long periods during the year, the church worked hard to offer online worship services to both adults and children as well as prayer meetings, opportunities to stay connected through Zoom café after church, and youth and children's activities.

When restrictions have eased, we have where possible restarted in-person and 'mixed mode' services at 9am, 11am and 6.30pm ensuring that we follow strict safety protocols to minimise risks related to COVID-19.

All are welcome at our services with our reach expanded using online formats.

Statistics around attendance are more difficult to compile than usual given the environment. The statistics that we do have are as follows:

#### Electoral Roll

At the annual meeting in 2020 which, owing to the pandemic, was delayed until October, there were 262 on the Electoral Roll (248 at the 2019 meeting)

Sunday Attendance (adults) based on October 2019 was 250 adults (compared to 235 in 2018). Although we have statistics for livestream views it is difficult to translate these into comparable figures. The evidence suggests however that our weekly livestream services had a significant reach both to regular members and beyond.

The church has 20 Life Groups plus one 'Lockdown' Group involving over 200 people that meet throughout the week. There are around 40 younger (under 16) children who attend Sunday morning groups. In addition, 47 young people (11-18) attend midweek activities.

There are regular prayer meetings including an early morning prayer meeting which has continued online in times of lockdown, a Monday mid-morning prayer meeting (which was suspended after March) and special times of prayer during different seasons and in response to specific needs (which have happened online). A prayer ministry team is available to pray with people after the 9am, 11am and 6.30pm services and is available online.

#### Pastoral Care

The clergy and pastoral visiting team visit members of the church who are unable to attend church. There are currently around 27 church members involved in the pastoral visiting team. This team's activities have been crucial during the lockdown although some members of the team have been unable to participate given restrictions. The Chorleywood Corona Support Group has been led and administered by our Community Liaison Officer, Vanessa Rousseau and has assembled a team of 200 plus volunteers with a core group of Chorleywood Primary School parents playing a key role. The group has provided remarkable and much appreciated support throughout the pandemic to those unable to shop or get prescriptions, for example. It has also taken on the role of the Chorleywood Care network to help provide transport to those who need, for example, to get to hospital appointments and don't have their own transport.

#### Mission and Evangelism

St Andrew's works to engage with the community on many levels.

Detonate, the summer holiday week organised by St Andrew's and several churches in Chorleywood, could not happen in person in 2020, however, an online holiday week was broadcast and was well received.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020

### **Review of the Year**

The PCC met eight times in the year (twice in person and the other times online) with an average attendance of 88%.

In addition, the Standing Committee met ten times (three times in person and the other times online).

After a busy first two months of the year, plans had to change dramatically with the outbreak of the coronavirus pandemic. Following government and Church of England guidelines, the church building was closed from March 24<sup>th</sup>.

The lack of ability to meet in the church meant that we, along with many churches and organisations, had to embark on a rapid learning curve to enable the church to function online. The 11am service was livestreamed for the balance of the year; the morning prayer meeting took place by Google Meet; many Life Groups met by Zoom.

Looking back, it has felt as if the Lord had been preparing us for this time. Our investment in a new and powerful computer enabled us to livestream services. Our unofficial tech expert, Jake Dyer, was a true Godsend in organising and masterminding these services. Our investment in the new website and ChurchSuite came into its own as it not only facilitated communication but also enabled us to activate online giving to help compensate for the lack of opportunity to give in person.

Our creation of a communications and community liaison post led to ministry that we could not have imagined as our postholder, Vanessa Rousseau became the hub and administrator for 230 volunteers providing support to the vulnerable and self-isolating of our community through the Chorleywood Corona Support Group (CCSG). To support those struggling and to give financial support to CCSG where needed, a Hardship Fund was established.

Our staff restructuring, resignations and planned moves gave us the opportunity to postpone any hiring and significantly reduce our staff costs during this time. We placed our Premises Manager on furlough which further reduced our outgoings.

As restrictions began to be eased, we welcomed two new staff members to the team. Firstly, Martha Stringer joined us as our Youth Pastor. Towards the end of the year Rachel Pearce joined us as our Receptionist and Administrative Assistant. Both have hit the ground running and helped in what has been a very busy time for all the staff.

With restrictions easing and then being reimposed later in the year, we had a period when we adopted a 'mixed mode' approach with some in-person services while continuing to livestream 11am and latterly, 6.30pm services. The COVID Readiness Group was formed to vet any planned activities to ensure that we were compliant with best practice and minimised infection risk for those attending our in-person services. We would like to thank both staff and volunteers who worked so hard to enable these services to go ahead safely.

With the easing of restrictions, we were also able to restart our wonderful Mothers and Toddlers. The support given both in person and remotely has been hugely appreciated by both mothers and toddlers struggling to cope with the challenges of life in lockdown. Single mothers and those who had lost sources of income particularly appreciated the support.

We have, however, been unable to run our Friendship Club but have maintained contact and support with our regulars, some of whom have also been regular users of the Chorleywood Corona Support Group. It has also been a source of great regret that we have been unable to cater for our young people as we would have wished and in particular regular ministry to our under 12s has suffered.

We were also unable to run a full Detonate programme but the team put on an excellent online programme which was much appreciated by many families both locally and further afield.

Given the uncertain environment, we decided to put on hold our plans to purchase the Hillside Free Baptist Church buildings. We remained committed to the eventual purchase, however and to that end entered into an agreement with the Baptist Union to manage the property for a year or until we were in a position to purchase. Although the background remained uncertain,

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

after much prayer and consideration, we began fundraising towards the end of the year with a view to completing the purchase in the first half of 2021.

A highlight of the in-person services was the Christmas Carols in the Car Park as well as our first services in the Hillside building.

#### **Plans for Future Periods**

With restrictions in force again for the first months of 2021, our plans are necessarily somewhat fluid.

During periods of restrictions, we will continue to conduct as full a ministry as possible online. This will include continued livestream services at both 11am and 6.30pm. We will also continue to run our various prayer groups online, with the early morning meeting continuing and the more recently initiated Thursday evening meeting led by our vicar.

We have begun to offer a selection of online options as part of our Lenten preparation, and we will continue to run these until the end of Lent.

Assuming completion of negotiations to buy Hillside Free Baptist Church buildings, we will begin to refurbish and reshape the buildings to meet the needs of the community, church family and particularly youth ministry that we plan to build there.

Once lockdown restrictions are eased and we are able to meet again in person, we plan to restart our mixed mode services offering the opportunity to attend either in person or online at 11am and 6.30pm. It is also planned to restart in person youth and children's groups at the 11.00am service as soon as this can be done safely. The 9am services will likely continue to be in-person and will probably meet at Hillside initially while COVID cleaning protocols remain in force. The COVID Readiness Group will continue to vet any planned services or events.

When possible, we will restart our monthly Funday Sunday services reaching out to young families.

Mothers and Toddlers will begin meeting in person once restrictions allow; as will the Friendship Club

We will continue to support the CCSG both through Vanessa's work and through the Hardship Fund when needed.

The Pastoral visiting team will resume its excellent work. The small group network that is in place will continue to be an important support to members of the congregation.

If restrictions allow and we consider it safe and appropriate, along with the other local churches, we will run our Detonate programme in the summer in person. If not, another online event will be considered.

St Andrew's usually hosts a range of other social events for the community and, if possible, these will resume under the coordination of the Social Committee.

Our much-loved curate, Revd Joe Sellers, will be leaving us at the end of March to take up his post as vicar at All Souls, Twickenham. Joe has done a wonderful job and has been particularly outstanding over the past year in our livestream services while juggling the demands of a young family. We wish him and his family every blessing as they move to Twickenham. We look forward to welcoming our new curate, James Rigby, onto our team in July.

#### **Review of Financial Activities and Affairs**

Despite the uniquely challenging circumstances, voluntary giving was only down 1.5% or around £6k in 2020 compared to 2019. With the church closed for much of the year, many of those who had been accustomed to give through the plate or via our envelope scheme set up online giving. Consequently while 'one-off' giving was down £37k, standing orders were up £31k. Gift aid reclaimed was broadly unchanged at over £78k.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

Last year we described the new relationship with the Koinonia Trust whereby we pay rental to the trust which owns the two properties adjacent to the church. As a charity, Koinonia Trust is focused on the advancement of the gospel in and around our parish. In line with those charitable objects, the trustees agreed to donate £22k of their income to St Andrew's. This was £12k more than in 2019. In addition, we continue to also receive £6k management fee for managing the two properties on behalf of the trust.

We were blessed to receive a very significant legacy during the year from the estate of Olive Entwistle who had been a longstanding member of the church family. The total received was over £115k.

Attendance, which is a leading indicator of income, has been more difficult to measure than is usually the case. With online services, mixed mode services as well as in person services earlier in the year, any comparisons are not terribly meaningful. However, we have tracked various metrics around our livestream services and conclude that these have been well received both by the church family and further afield by those who used to worship at St Andrew's and have moved out of the area and a number of those who are new to us.

Restricted income collected at our regular Easter and Harvest services was usefully above levels of 2019. The ability to donate through our ChurchSuite app may well have helped. Having begun our fundraising effort for the purchase of Hillside Free Baptist Church in November, and the enormously generous response, it was perhaps unsurprising that the Christmas collection was somewhat below previous years.

With Detonate taking place online, restricted income was much below previous years. Reserves were used to enable the online event to take place and reach out to young families who were struggling with life in lockdown.

After the one-off cost increases of 2019, costs were down significantly in 2020. The staff team restructuring at the end of 2019 and the delay in recruiting replacements until the church reopened led to a £58k reduction in staff costs. As we began to rebuild the team, the monthly staff costs moved closer to budgeted levels.

The legacy from Olive Entwistle has enabled us to undertake some critical technology updates and upgrades. Around £28k has been spent to date. The expenditure was critical in our ability to livestream our services and we are so thankful for this provision. The legacy will enable us to further upgrade our equipment as well as undertake much overdue remedial and maintenance work on the exterior of the church and improve areas such as fire safety, energy efficiency and update the church flat for the first time in twenty years.

Turning to our grant expenditure, we have met our Parish Share request in full for the fifth year running and given away over £60,000 to mission

Putting all the above together, cash position increased by around £108k, which is a little less than the legacy received but after spending around £28k of the legacy. Our cash position is well above our policy but once we have used the legacy on the list of high priority infrastructure and upgrade investment items identified by the staff and PCC, we expect to be back at around our policy position of three months cover of core operating expenses.

If the negotiations with the Baptist Union are concluded successfully we will complete the purchase of Hillside Free Baptist Church. If our fundraising reaches the target of £400k, we will have around £150k to begin refurbishing and remodelling parts of the site to enable continued use by the community and new use particularly for our youth work. A group has been formed to oversee this work.

As is clear from all the above, despite the many challenges, we have also had many encouragements. Through all these ups and downs we know that God is the same yesterday, today and forever and that we can trust in Him as we draw near to Him.

## ST ANDREW'S CHURCH, CHORLEYWOOD

### ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

#### **Contribution of volunteers**

The work of St Andrew's could not be sustained without the contribution made by many volunteers in all aspects of its ministry. New areas have arisen as we have livestreamed services, with the contribution of the youth to operating the cameras a notable area. Given the constraints of the past year, many of our usual teams have been unable to operate for much of the year.

However, the work of CCSG, the three Toddler groups, pastoral visiting, preparation and cleaning before and after services to meet COVID protocols, the work of the COVID Readiness Group, the Hillside Group, the Worship Group – who worked so hard to produce amazing online worship for example, have all been remarkable. With our Church Manager stepping down, a number of volunteers have stepped forward to help fill the many and varied roles that he undertook for so many years. In addition, volunteers are involved in governance through the PCC and Standing Committee. As the church hopefully returns to in person services later in the year, teams such as flowers, hospitality and the Friendship Club will no doubt swing into action again. In addition, volunteers are involved in governance through the PCC and Standing Committee.

#### **Investment Policy**

Where funds are not protected by the Government Deposit Protection Scheme, the PCC invests in the CBF Church of England Deposit Fund which provides a diversified exposure to high quality short-term liquid assets.

#### **Reserves Policy**

It is the intention and policy of the PCC to hold sufficient cash to cover approximately three months of what it estimates to be ongoing core operating expenses in order to cover working capital, staff absences and short-term debts as well as to protect the church from sudden, unexpected loss of income or one-off, unbudgeted expense. In addition, from time to time the PCC identifies designated reserves to cover any anticipated shortfall or for significant expected items of expenditure. The reserves are monitored regularly, and the policy reviewed annually by the PCC and the Finance Group under the Treasurer. Following the receipt of the Entwistle legacy, reserves are currently well above policy at £178,615 of unrestricted funds which would cover 6 months of estimated core operating expenses. The PCC would need to hold £89,912 to meet the policy level. As described above, the PCC intends to use the resources provided by the legacy to undertake much overdue capital expenditure. It is anticipated that reserves will be closer to policy levels by end 2021.

#### **Risks Policy**

The PCC regularly reviews risks and policies under the following headings: Financial (e.g. Reserves/viability; expenditure limits); Operational and regulatory (e.g. Safeguarding of Children and Vulnerable Adults; Health and Safety); Staff (e.g. resourcing, compliance with correct HR procedures); and Insurable (e.g. property and accident). Financial controls are specified to give accountability and confidentiality. Financial reports are made to every Standing Committee and PCC meeting, and budgets agreed before the start of each year.

#### **Grant Making Policy**

The PCC has a policy of giving away 15% of unrestricted giving to support Mission work outside the Parish. The policy recognises that in times of financial pressure when other commitments such as payment of the parish share request are compromised then no less than 10% of unrestricted giving should be given to support Mission work outside the Parish. The beneficiaries of these grants are selected annually by the PCC under the guidance of the Missions Committee which works with individual overseas mission partners and the Mission Finance Group which assesses other potential beneficiaries as well as providing recommendations for beneficiaries of restricted collections made at various points in the year, particularly Easter, Harvest and Christmas. In addition, the PCC may give occasional small grants for other purposes from unrestricted funds. Grants are made directly overseas only to organisations that have been personally vetted by a member of the congregation and have provided a report on the application of any previous grants.

#### **Trustee Training Policy**

Each PCC Member is provided on election with an induction checklist that includes information or sources of information on the roles and responsibilities of PCC members; an introduction to the deanery and diocese - people, structures and synods; as well as a review of the finances of St Andrew's. This checklist is reviewed annually. An interactive session is held with each new member, separately or as a group, to ensure that any questions can be fully addressed.

ST ANDREW'S CHURCH, CHORLEYWOOD

ANNUAL REPORT OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020

**Statement of the Responsibilities of the Members of the Parochial Church Council**

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the auditors**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

For and on behalf of the PCC:



John Ford  
Honorary Treasurer

Dated: 22 April 2021

## ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020

We have audited the financial statements of The Parochial Church Council of St Andrew's Church Chorleywood (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020 (Continued)

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

ST ANDREW'S CHURCH, CHORLEYWOOD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2020 (Continued)

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Cansdales Audit LLP*

Cansdales Audit LLP  
Chartered Accountants & Statutory Auditor

Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

Dated: 22 April 2021

Cansdales Audit LLP is eligible to act as an auditor in terms of section 1212 of the companies act 2006

## ST ANDREW'S CHURCH, CHORLEYWOOD

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2020

|                                                        |      | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2020 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2019 |
|--------------------------------------------------------|------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                                        | Note | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>Income and Endowments from:</b>                     |      |                       |                     |                        |                       |                     |                        |
| Donations and legacies                                 | 2(a) | 618,397               | 51,892              | 670,289                | 496,183               | 45,059              | 541,242                |
| Charitable activities                                  | 2(b) | 14,290                | -                   | 14,290                 | 49,718                | -                   | 49,718                 |
| Other trading activities                               | 2(c) | 8,675                 | -                   | 8,675                  | 13,776                | -                   | 13,776                 |
| Investments                                            | 2(d) | 298                   | -                   | 298                    | 607                   | -                   | 607                    |
| Other                                                  | 2(e) | 1,742                 | -                   | 1,742                  | -                     | -                   | -                      |
| <b>Total</b>                                           |      | 643,402               | 51,892              | 695,294                | 560,284               | 45,059              | 605,343                |
| <b>Expenditure on:</b>                                 |      |                       |                     |                        |                       |                     |                        |
| Charitable activities                                  | 3(b) | 536,887               | 40,898              | 577,785                | 640,059               | 41,597              | 681,656                |
| <b>Total</b>                                           |      | 536,887               | 40,898              | 577,785                | 640,059               | 41,597              | 681,656                |
| <b>Net income/(expenditure)</b>                        |      | 106,515               | 10,994              | 117,509                | (79,775)              | 3,462               | (76,313)               |
| <b>Transfers between funds</b>                         | 12   | -                     | -                   | -                      | -                     | -                   | -                      |
| <b>Net movement in funds</b>                           |      | 106,515               | 10,994              | 117,509                | (79,775)              | 3,462               | (76,313)               |
| <b>Reconciliation of funds:</b>                        |      |                       |                     |                        |                       |                     |                        |
| Total funds brought forward at 1 January 2020          |      | 231,107               | 7,971               | 239,078                | 310,882               | 4,509               | 315,391                |
| <b>Total funds carried forward at 31 December 2020</b> |      | 337,622               | 18,965              | 356,587                | 231,107               | 7,971               | 239,078                |

All of the PCC's activities are classed as continuing operations

The movement on funds is shown in note 12 to the financial statements

The PCC has no recognised gains or losses other than the result for the year

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

BALANCE SHEET  
AS AT 31 DECEMBER 2020

|                                                | Note | 2020<br>£ | 2019<br>£ |
|------------------------------------------------|------|-----------|-----------|
| <b>FIXED ASSETS:</b>                           |      |           |           |
| Tangible fixed assets                          | 4    | 159,007   | 161,253   |
| <i>Total Fixed assets</i>                      |      |           |           |
| <b>CURRENT ASSETS:</b>                         |      |           |           |
| Stock                                          | 5    | 2,534     | 2,319     |
| Debtors                                        | 6    | 12,743    | 10,887    |
| Cash at bank and in hand                       |      | 206,601   | 110,304   |
| <i>Total Current assets</i>                    |      | 221,878   | 123,510   |
| <b>LIABILITIES:</b>                            |      |           |           |
| Creditors: Amounts falling due within one year | 7    | (24,298)  | (45,685)  |
| <i>Net Current assets</i>                      |      | 197,580   | 77,825    |
| <b>TOTAL NET ASSETS</b>                        |      | 356,587   | 239,078   |
| <b>THE FUNDS OF THE CHARITY</b>                |      |           |           |
| Restricted funds                               | 12   | 18,965    | 7,971     |
| Unrestricted funds (Designated)                | 12   | 159,007   | 161,253   |
| Unrestricted funds (General)                   | 12   | 178,615   | 69,854    |
|                                                |      | 356,587   | 239,078   |

Approved by the members of the Parochial Church Council on 22 April 2021 and signed on their behalf by:



T Horlock  
Chairman



J Ford  
Honorary Treasurer

The notes numbered 1 to 15 form part of these financial statements

## ST ANDREW'S CHURCH, CHORLEYWOOD

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2020

|                                                         | 2020<br>£       | 2019<br>£       |
|---------------------------------------------------------|-----------------|-----------------|
| Net movement in funds                                   | 117,509         | (76,313)        |
| Adjustments for:                                        |                 |                 |
| Depreciation                                            | 31,618          | 27,688          |
| Investment income                                       | (298)           | (607)           |
| Decrease/(increase) in trade and other receivables      | (1,856)         | 805             |
| Decrease/(increase) in stock                            | (215)           | (29)            |
| Increase/(decrease) in trade and other payables         | (21,387)        | 9,974           |
| <b>Net cash from operating activities</b>               | <b>125,371</b>  | <b>(38,482)</b> |
| <b>Investing activities</b>                             |                 |                 |
| Purchase of fixed assets                                | (29,372)        | (5,262)         |
| Investment income                                       | 298             | 607             |
| <i>Cash flow from investing activities</i>              | <i>(29,074)</i> | <i>(4,655)</i>  |
| <b>Net change in cash and cash equivalents</b>          | <b>96,297</b>   | <b>(43,137)</b> |
| <b>Cash and cash equivalents at start of year</b>       | <b>110,304</b>  | <b>153,441</b>  |
| <b>Cash and cash equivalents at the end of the year</b> | <b>206,601</b>  | <b>110,304</b>  |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**1. ACCOUNTING POLICIES**

St Andrew's Church is a charity registered in England & Wales. Details of the charities registered office can be found on the legal and administrative information page. The nature of the charity's operations and principal activities are to promote in the ecclesiastical parish the whole mission of the church.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Funds**

Funds held by the PCC are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Designated funds – these are funds which the PCC have designated for use for a particular purpose and are funds set aside by the PCC out of unrestricted general funds for specific future purposes or projects.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the PCC. Restrictions arise when specified by the donor or when funds are raised for particular restricted purpose. The cost of raising and administering such funds are charged against a specific fund. The aim and use of each restricted fund is set out in the notes to the financial statement.

**Income**

Collections are recognised only when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement to the amount due, the receipt is more likely than not and the amount receivable can be estimated with reasonable accuracy.

**Expenditure**Grants

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

Activities directly relating to the work of the church

The diocesan parish share is accounted for when paid. Any agreed parish share unpaid at 31 December is provided for in these financial statements as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020Allocation of Costs

The costs involved in supporting the PCC's work are allocated across the charitable activities on a pro rata basis of their total cost within the resources expended. This includes bank interest and charges payable. Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

**Leases**

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases") the assets are treated as if they have been purchased outright. The amount capitalised is the fair value of the assets concerned. The corresponding liability to the leasing company is included as an obligation under finance leases. Depreciation on leased assets is charged to the Statement of Financial Activities over the shorter of the lease term and the estimated useful life of the asset.

All other assets are treated as "operating leases" and the relevant annual rentals are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**Tangible Fixed Assets**

Fixed assets are initially recorded at cost. Items are capitalised when the component purchase price is over £2,500, apart from expenditure on consecrated or beneficed buildings, for which the limit is £5,000.

All expenditure on the repair of moveable church furnishings acquired before 1 January 2001 is written off in the Statement of Financial Activities.

Consecrated and beneficed property of any kind is excluded from the financial statements by s.10 (2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Communion silverware is not depreciated.

Depreciation is provided at the following rates per annum on a straight line basis:

- Property improvements – 5%
- Motor Vehicles – 20%
- Computer & other equipment – 33 1/3 %
- Organ - 10%
- Furniture, Fixtures and Fittings – 10% to 20%, depending on their useful life

Within computer and equipment there are assets that are silverware which is not depreciated

**Current assets and liabilities**

Amounts owing to the PCC at 31 December in respect of fees, rent and other income are shown as debtors, less provision for any amounts which may prove uncollectable. Amounts owed by the PCC at 31 December in respect of expenditure are shown as creditors.

**Stock**

Stock is stated at the lower of cost and net realisable value, where cost is the purchase price.

**Pensions**

The PCC encourages employees to join the Church Workers Pension Fund, which is a defined benefit pension scheme. The PCC matches contributions made by employees. The assets of the scheme are held separately from those of the PCC. The contributions payable by the PCC are charged to the Statement of Financial activities as they are incurred.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**2. INCOME**

|                                            | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2020 | Unrestricted<br>funds | Restricted<br>Funds | TOTAL<br>FUNDS<br>2019 |
|--------------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|                                            | £                     | £                   | £                      | £                     | £                   | £                      |
| <b>(a) Donations and legacies</b>          |                       |                     |                        |                       |                     |                        |
| Standing Orders & Other regular giving     | 375,105               | -                   | 375,105                | 344,095               | -                   | 344,095                |
| Legacies                                   | 115,774               | -                   | 115,774                | -                     | -                   | -                      |
| Detonate                                   | -                     | 1,994               | 1,994                  | -                     | 19,520              | 19,520                 |
| Sundry Donations                           | 37,234                | 3,956               | 41,190                 | 12,700                | 6,854               | 19,554                 |
| Collections at all services                | 11,828                | 40,017              | 51,845                 | 61,237                | 15,783              | 77,020                 |
| Gift Aid recovered                         | 78,456                | 5,925               | 84,381                 | 78,151                | 2,902               | 81,053                 |
|                                            | 618,397               | 51,892              | 670,289                | 496,183               | 45,059              | 541,242                |
| <b>(b) Charitable activities</b>           |                       |                     |                        |                       |                     |                        |
| Parochial Fees                             | 2,072                 | -                   | 2,072                  | 2,170                 | -                   | 2,170                  |
| Mission & Other Events & activities        | 2,897                 | -                   | 2,897                  | 19,459                | -                   | 19,459                 |
| Children's and youth events and activities | 9,321                 | -                   | 9,321                  | 28,089                | -                   | 28,089                 |
|                                            | 14,290                | -                   | 14,290                 | 49,718                | -                   | 49,718                 |
| <b>(c) Other trading activities</b>        |                       |                     |                        |                       |                     |                        |
| Bookstall                                  | 744                   | -                   | 744                    | 4,471                 | -                   | 4,471                  |
| Hire of facilities                         | 1,018                 | -                   | 1,018                  | 3,305                 | -                   | 3,305                  |
| Management fee                             | 6,913                 | -                   | 6,913                  | 6,000                 | -                   | 6,000                  |
|                                            | 8,675                 | -                   | 8,675                  | 13,776                | -                   | 13,776                 |
| <b>(d) Investments</b>                     |                       |                     |                        |                       |                     |                        |
| Interest received                          | 298                   | -                   | 298                    | 607                   | -                   | 607                    |
| <b>(e) Other</b>                           |                       |                     |                        |                       |                     |                        |
| Covid Job retention scheme grant           | 1,567                 | -                   | 1,567                  | -                     | -                   | -                      |
| Bank charges refund                        | 175                   | -                   | 175                    | -                     | -                   | -                      |
|                                            | 1,742                 | -                   | 1,742                  | -                     | -                   | -                      |
| <b>TOTAL INCOME</b>                        | <b>643,402</b>        | <b>51,892</b>       | <b>695,294</b>         | <b>560,284</b>        | <b>45,059</b>       | <b>605,343</b>         |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**3. EXPENDITURE**

|                                        | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2020<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>Funds<br>£ | TOTAL<br>FUNDS<br>2019<br>£ |
|----------------------------------------|----------------------------|--------------------------|-----------------------------|----------------------------|--------------------------|-----------------------------|
| (b) <b>Charitable activities</b>       |                            |                          |                             |                            |                          |                             |
| i Grants:                              |                            |                          |                             |                            |                          |                             |
| Overseas missions and support          | 35,104                     | -                        | 35,104                      | 37,144                     | -                        | 37,144                      |
| Home missions and support              | 20,090                     | -                        | 20,090                      | 22,970                     | -                        | 22,970                      |
| Special gift distribution              | -                          | 40,898                   | 40,898                      | -                          | 41,597                   | 41,597                      |
| Diocesan parish share                  | 157,150                    | -                        | 157,150                     | 152,405                    | -                        | 152,405                     |
| Church activities:                     |                            |                          |                             |                            |                          |                             |
| Bookstall                              | 744                        | -                        | 744                         | 3,779                      | -                        | 3,779                       |
| Mission & Other Events & activities    | 6,182                      | -                        | 6,182                       | 19,747                     | -                        | 19,747                      |
| Children's & youth events & activities | 4,237                      | -                        | 4,237                       | 12,389                     | -                        | 12,389                      |
| Church running costs:                  |                            |                          |                             |                            |                          |                             |
| Church running costs                   | 43,695                     | -                        | 43,695                      | 50,951                     | -                        | 50,951                      |
| Repairs & maintenance                  | 16,636                     | -                        | 16,636                      | 16,377                     | -                        | 16,377                      |
| Depreciation                           | 31,618                     | -                        | 31,618                      | 27,688                     | -                        | 27,688                      |
| Clergy:                                |                            |                          |                             |                            |                          |                             |
| Clergy & ministry expenses             | 38,545                     | -                        | 38,545                      | 46,035                     | -                        | 46,035                      |
| Salaries & staff costs:                |                            |                          |                             |                            |                          |                             |
| Administrative staff                   | 61,002                     | -                        | 61,002                      | 98,499                     | -                        | 98,499                      |
| Ministry Staff                         | 96,030                     | -                        | 96,030                      | 116,431                    | -                        | 116,431                     |
| Training and recruitment               | 1,025                      | -                        | 1,025                       | 2,640                      | -                        | 2,640                       |
| Pensions                               | 7,255                      | -                        | 7,255                       | 8,930                      | -                        | 8,930                       |
| Employer's national insurance          | 11,226                     | -                        | 11,226                      | 13,456                     | -                        | 13,456                      |
| Printing, Postage and stationery       | 1,148                      | -                        | 1,148                       | 3,402                      | -                        | 3,402                       |
| Bank charges                           | 305                        | -                        | 305                         | 419                        | -                        | 419                         |
| Professional fees                      | 156                        | -                        | 156                         | 2,357                      | -                        | 2,357                       |
| Audit fee                              | 4,739                      | -                        | 4,739                       | 4,440                      | -                        | 4,440                       |
| <b>TOTAL EXPENDITURE</b>               | <b>536,887</b>             | <b>40,898</b>            | <b>577,785</b>              | <b>640,059</b>             | <b>41,597</b>            | <b>681,656</b>              |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

| <b>3(b)i ANALYSIS OF GRANTS</b>                   | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2020</b> | <b>Grants to institutions</b> | <b>Grants to individuals</b> | <b>Support costs</b> | <b>Total 2019</b> |
|---------------------------------------------------|-------------------------------|------------------------------|----------------------|-------------------|-------------------------------|------------------------------|----------------------|-------------------|
|                                                   | £                             | £                            | £                    | £                 | £                             | £                            | £                    | £                 |
| Grants made to Link Partners                      | -                             | 35,104                       | -                    | 35,104            | -                             | 37,144                       | -                    | 37,144            |
| <b>Overseas missions and support</b>              | <b>-</b>                      | <b>35,104</b>                | <b>-</b>             | <b>35,104</b>     | <b>-</b>                      | <b>37,144</b>                | <b>-</b>             | <b>37,144</b>     |
| Onelife                                           | 3,350                         | -                            | -                    | 3,350             | 3,350                         | -                            | -                    | 3,350             |
| Evangelical Alliance                              | 300                           | -                            | -                    | 300               | 300                           | -                            | -                    | 300               |
| Philo trust                                       | 2,500                         | -                            | -                    | 2,500             | 2,500                         | -                            | -                    | 2,500             |
| London School of Theology                         | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| St Albans & Harp Christian Educ Project (STEP)    | 1,000                         | -                            | -                    | 1,000             | 1,000                         | -                            | -                    | 1,000             |
| Oak Church - Stevenage                            | 6,000                         | -                            | -                    | 6,000             | 6,000                         | -                            | -                    | 6,000             |
| Restore Hope Latimer                              | 1,000                         | -                            | -                    | 1,000             | 2,000                         | -                            | -                    | 2,000             |
| Gerard Le Feuvre (New UK mission partner)         | -                             | 4,500                        | -                    | 4,500             | -                             | 4,500                        | -                    | 4,500             |
| Hardship Payment                                  | -                             | -                            | -                    | -                 | -                             | 1,810                        | -                    | 1,810             |
| Anne Baron - Training grant for Lay Readership    | -                             | 200                          | -                    | 200               | -                             | 200                          | -                    | 200               |
| James Rigby - Book grant for Ordinand             | -                             | 200                          | -                    | 200               | -                             | 200                          | -                    | 200               |
| Donations from Toddlers Group                     | 40                            | -                            | -                    | 40                | 110                           | -                            | -                    | 110               |
| <b>Home missions and support</b>                  | <b>15,190</b>                 | <b>4,900</b>                 | <b>-</b>             | <b>20,090</b>     | <b>16,260</b>                 | <b>6,710</b>                 | <b>-</b>             | <b>22,970</b>     |
| FGA Pakistan                                      | 4,460                         | -                            | -                    | 4,460             | -                             | -                            | -                    | -                 |
| Samara's Aid                                      | 4,459                         | -                            | -                    | 4,459             | -                             | -                            | -                    | -                 |
| Tearfund                                          | -                             | -                            | -                    | -                 | 2,892                         | -                            | -                    | 2,892             |
| Message Trust                                     | -                             | -                            | -                    | -                 | 2,893                         | -                            | -                    | 2,893             |
| <b>Easter Collection - Restricted fund</b>        | <b>8,919</b>                  | <b>-</b>                     | <b>-</b>             | <b>8,919</b>      | <b>5,785</b>                  | <b>-</b>                     | <b>-</b>             | <b>5,785</b>      |
| Tearfund                                          | 4,447                         | -                            | -                    | 4,447             | -                             | -                            | -                    | -                 |
| Bishop's harvest appeal                           | 4,447                         | -                            | -                    | 4,447             | 2,378                         | -                            | -                    | 2,378             |
| Oak Church                                        | -                             | -                            | -                    | -                 | 2,379                         | -                            | -                    | 2,379             |
| <b>Harvest Collection - Restricted fund</b>       | <b>8,894</b>                  | <b>-</b>                     | <b>-</b>             | <b>8,894</b>      | <b>4,757</b>                  | <b>-</b>                     | <b>-</b>             | <b>4,757</b>      |
| Oak Church                                        | 1,954                         | -                            | -                    | 1,954             | -                             | -                            | -                    | -                 |
| Open Doors                                        | 1,954                         | -                            | -                    | 1,954             | -                             | -                            | -                    | -                 |
| Jenga                                             | -                             | -                            | -                    | -                 | 3,866                         | -                            | -                    | 3,866             |
| New Hope                                          | -                             | -                            | -                    | -                 | 3,866                         | -                            | -                    | 3,866             |
| Christians against Poverty                        | -                             | -                            | -                    | -                 | 63                            | -                            | -                    | 63                |
| Gideons                                           | -                             | -                            | -                    | -                 | 63                            | -                            | -                    | 63                |
| <b>Christmas Collection - Restricted fund</b>     | <b>3,908</b>                  | <b>-</b>                     | <b>-</b>             | <b>3,908</b>      | <b>7,858</b>                  | <b>-</b>                     | <b>-</b>             | <b>7,858</b>      |
| Jo Moody Collection                               | 3,911                         | -                            | -                    | 3,911             | 4,970                         | -                            | -                    | 4,970             |
| Children's collection - Kenyan children's project | -                             | -                            | -                    | -                 | 95                            | -                            | -                    | 95                |
| Megawatt - Donation for Children's work           | -                             | -                            | -                    | -                 | 166                           | -                            | -                    | 166               |
| Blaine Cooke collection                           | -                             | -                            | -                    | -                 | -                             | 780                          | -                    | 780               |
| Uganda Youth Mission trip                         | -                             | -                            | -                    | -                 | 138                           | -                            | -                    | 138               |
| <b>Special Collection - Restricted fund</b>       | <b>3,911</b>                  | <b>-</b>                     | <b>-</b>             | <b>3,911</b>      | <b>5,369</b>                  | <b>780</b>                   | <b>-</b>             | <b>6,149</b>      |
| Detonate                                          | -                             | -                            | 5,409                | 5,409             | -                             | -                            | 17,048               | 17,048            |
| Hillside                                          | -                             | -                            | 765                  | 765               | -                             | -                            | -                    | -                 |
| CCSG                                              | -                             | 7,505                        | -                    | 7,505             | -                             | -                            | -                    | -                 |
| Hardship                                          | -                             | -                            | 1,587                | 1,587             | -                             | -                            | -                    | -                 |
| <b>Special gift distribution</b>                  | <b>25,632</b>                 | <b>7,505</b>                 | <b>7,761</b>         | <b>40,898</b>     | <b>23,768</b>                 | <b>780</b>                   | <b>17,048</b>        | <b>41,597</b>     |
| Diocesan parish share                             | 157,150                       | -                            | -                    | 157,150           | 152,405                       | -                            | -                    | 152,405           |
| <b>Total Grants</b>                               | <b>197,972</b>                | <b>47,509</b>                | <b>7,761</b>         | <b>253,242</b>    | <b>192,433</b>                | <b>44,634</b>                | <b>17,048</b>        | <b>254,116</b>    |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**4. TANGIBLE FIXED ASSETS**

|                         | Property<br>Improvements<br>£ | Computers &<br>Equipment<br>£ | Fixtures<br>& Fittings<br>£ | Total<br>£ |
|-------------------------|-------------------------------|-------------------------------|-----------------------------|------------|
| <b>Cost</b>             |                               |                               |                             |            |
| At 1 January 2020       | 498,888                       | 145,827                       | 212,706                     | 857,421    |
| Additions               | -                             | 28,820                        | 552                         | 29,372     |
| Disposals               | -                             | -                             | -                           | -          |
| At 31 December 2020     | 498,888                       | 174,647                       | 213,258                     | 886,793    |
| <b>Depreciation</b>     |                               |                               |                             |            |
| At 1 January 2020       | 372,847                       | 138,388                       | 184,933                     | 696,168    |
| Charge for year         | 24,945                        | 3,533                         | 3,140                       | 31,618     |
| Eliminated on disposals | -                             | -                             | -                           | -          |
| At 31 December 2020     | 397,792                       | 141,921                       | 188,073                     | 727,786    |
| <b>Net Book Value</b>   |                               |                               |                             |            |
| At 31 December 2020     | 101,096                       | 32,726                        | 25,185                      | 159,007    |
| At 31 December 2019     | 126,041                       | 7,439                         | 27,773                      | 161,253    |

There is a residual balance of £7,439 on computers & equipment which relates to silverware and is not depreciated.  
All of the assets are held for the PCC's ongoing activities.

**5 STOCKS**

|                 | 2020<br>£ | 2019<br>£ |
|-----------------|-----------|-----------|
| Bookstall stock | 2,534     | 2,319     |

**6 DEBTORS**

|                      | 2020<br>£ | 2019<br>£ |
|----------------------|-----------|-----------|
| Prepayments          | 3,200     | 3,378     |
| Other debtors        | 2,425     | 845       |
| Gift Aid recoverable | 7,118     | 6,664     |
|                      | 12,743    | 10,887    |

**7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | 2020<br>£ | 2019<br>£ |
|------------------------------|-----------|-----------|
| Trade Creditors              | 2,228     | 3,452     |
| Other Creditors              | 2,686     | 15,345    |
| Accruals                     | 16,883    | 24,219    |
| Taxation and Social Security | 2,501     | 2,669     |
|                              | 24,298    | 45,685    |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**8. REMUNERATION OF PCC MEMBERS AND OTHER RELATED PARTY TRANSACTIONS**

The following payments were made or re-imbursed to PCC members and other related parties:

|             |            | <b>2020</b> | <b>2019</b> |                                            |
|-------------|------------|-------------|-------------|--------------------------------------------|
|             |            | <b>£</b>    | <b>£</b>    |                                            |
| Tim Horlock | PCC Member | 2,131       | 3,158       | Expenses and allowances                    |
| Joe Sellers | PCC Member | 784         | 1,306       | Expenses and allowances                    |
| Anne Baron  | PCC Member | -           | 200         | Lay Reader Book grant (Retired April 2019) |

Members of the Clergy also receive housing, telephone & travel costs that have been excluded from the above analysis  
No further expenses were reimbursed to other PCC members in 2020 (2019: £nil).

Donations received from PCC members and other charities of which PCC members are trustees totalled £84,105 (2019: £75,490) during the reporting period. The church made donations totalling £7,924 (2019: £12,245) to other charities of which PCC members are trustees.

**9. EMPLOYEE COSTS**

Employee costs, excluding clergy paid by the Diocese, were as follows:

|                       | <b>2020</b>    | <b>2019</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Salaries & wages      | 152,105        | 187,785        |
| Redundancy Payments   |                | 11,603         |
| Social security costs | 11,226         | 13,456         |
| Pension costs         | 7,255          | 8,930          |
|                       | <b>170,586</b> | <b>221,774</b> |

The Clergy receive a Stipend from the Diocese and are classed as "office holders" for tax purposes. They are not paid directly by the PCC although the "parish share" paid to the Diocese includes an element to cover the clergy Stipend.

The key management personnel are either self-employed or volunteers and as such do not receive employee benefits.

No employees were paid at a rate of more than £60,000 pa (2019: none).

The average number of paid staff during the year was 7.3 (2019: 11.8) while the full time equivalent of paid staff was 5.5 (2019: 8.0).

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**10. CONTINGENT LIABILITIES**

There were no contingent liabilities as at 31 December 2020 (2019: £nil).

**11 OPERATING LEASE COMMITMENTS**

At 31 December 2020, the PCC had commitments under non-cancellable operating leases as follows  
Operating lease payments in the year were £1,812 (2019: £1,812).

|                                                   | <b>2020</b>      |       | <b>2019</b>      |       |
|---------------------------------------------------|------------------|-------|------------------|-------|
|                                                   | Land & Buildings | Other | Land & Buildings | Other |
|                                                   | £                | £     | £                | £     |
| Future minimum lease payments                     |                  |       |                  |       |
| not later than one year                           | -                | 1,562 | -                | 1,812 |
| later than one year and not later than five years | -                | 4,811 | -                | 452   |
| later than five years                             | -                | -     | -                | -     |
|                                                   | -                | 6,373 | -                | 2,264 |

The current 4 year photocopier lease expires in April 2021 and is to be replaced by a new 4 year lease.

**12 SUMMARY OF FUND MOVEMENTS**

|                                   | <b>Balance at 1<br/>January 2020</b> | <b>Income</b> | <b>Expenditure</b> | <b>Transfers</b> | <b>Balance at 31<br/>December 2020</b> |
|-----------------------------------|--------------------------------------|---------------|--------------------|------------------|----------------------------------------|
|                                   | £                                    | £             | £                  | £                | £                                      |
| <b>Restricted Funds</b>           |                                      |               |                    |                  |                                        |
| Easter                            | -                                    | 8,919         | 8,919              | -                | -                                      |
| Harvest                           | -                                    | 8,894         | 8,894              | -                | -                                      |
| Detonate                          | 6,981                                | 1,994         | 5,409              | -                | 3,566                                  |
| Christmas Collection              | -                                    | 3,908         | 3,908              | -                | -                                      |
| Hillside                          | -                                    | 11,101        | 765                | -                | 10,336                                 |
| CCSG                              | -                                    | 6,946         | 7,505              | 559              | -                                      |
| Hardship                          | -                                    | 5,720         | 1,587              | (559)            | 3,574                                  |
| Special collections               | 990                                  | 4,410         | 3,911              |                  | 1,489                                  |
|                                   | 7,971                                | 51,892        | 40,898             | -                | 18,965                                 |
| <b>Designated Funds</b>           |                                      |               |                    |                  |                                        |
| Fixed Assets                      | 161,253                              | -             | -                  | (2,246)          | 159,007                                |
|                                   | 161,253                              | -             | -                  | (2,246)          | 159,007                                |
| <b>General Unrestricted Funds</b> | 69,854                               | 643,402       | 536,887            | 2,246            | 178,615                                |
| <b>TOTAL FUNDS</b>                | 239,078                              | 695,294       | 577,785            | -                | 356,587                                |

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Easter               | Funds were split equally and given to "FGA Pakistan" to help over 200 pastors and Christian workers hit hard by the epidemic. Funds were also given to "Samara's Aid" whose focus in Syria is to provide food and essentials for orphans and widows, elderly, disabled, sick and those who are now unable to work because of the pandemic restrictions. The construction team are also continuing to prepare the building which will be their first permanent medical centre in Syria.                                                                                                                                                                                                                |
| Harvest              | Our harvest offering was divided 50% to support Tear Fund's general fund and 50% to support the Bishop's Harvest Appeal which is going to the Tear Fund partner in Nepal "Creating a Buzz" which works to help create sustainable incomes through beekeeping in Nepal - a country still rebuilding after the devastation of the 2015 earthquake which killed 9000 people.                                                                                                                                                                                                                                                                                                                             |
| Detonate             | Detonate is a local children's summer activity, which the church runs in conjunction with local churches and fellowships.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Christmas Collection | For our Christmas Offering 2020 we stood in support of persecuted Christians through Open Doors alongside our local support for youth-orientated Oak Church in Stevenage. Funds were split equally between the two charities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Hillside             | St Andrew's Church held a live streamed 'Pledge Sunday' service from St Andrew's Church on Sunday 15th November to share the vision for Hillside Church. The congregation were asked if they might like to pledge a lump sum or pledge monthly by standing order designated for The Hillside Appeal. To date, we are so grateful to have received enough donations to cover the purchase cost of the buildings.                                                                                                                                                                                                                                                                                       |
| CCSG                 | CCSG continues to offer support in the community. Funds raised to date have supported many projects over the last 12 months since the last lockdown in March 2020. Donations supported vulnerable and isolated people and financially struggling families within the WD3 community with: <ul style="list-style-type: none"> <li>• Supermarket voucher scheme to fund essential food, toiletries and cleaning items</li> <li>• Fresh fruit and vegetable food boxes</li> <li>• Essential baby supplies (milk, nappies, wipes etc)</li> <li>• Creative arts and crafts boxes for vulnerable children</li> <li>• Senior community hampers</li> <li>• PPE equipment for CCSG volunteer drivers</li> </ul> |
| Hardship             | The coronavirus pandemic has led to an exceptional level of need and hardship in our community. Consequently a Hardship restricted reserve was set up to enable additional funds to be channelled to those facing hardship at this time. This year £559 was transferred to the CCSG reserve and numerous food vouchers and payments of up to £200 each were given to individuals within our community.                                                                                                                                                                                                                                                                                                |
| Special collections  | A collection for "Jo Moody and Team" raised £3,910 to cover the costs of their trip. Prior to the pandemic an additional £499 was also raised through cake sales towards St Andrew's 2020 Youth Team mission trip to Uganda to help Jenga. Unfortunately this has now been postponed but the £1,489 raised to date will be held until a similar trip can be run in the future.                                                                                                                                                                                                                                                                                                                        |

**Designated Funds**

|              |                                                                                                                             |
|--------------|-----------------------------------------------------------------------------------------------------------------------------|
| Fixed Assets | Fund representing the net book value of tangible fixed assets. Transfers relate to Additions and depreciation for the year. |
|--------------|-----------------------------------------------------------------------------------------------------------------------------|

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**13 ANALYSIS OF NET ASSETS BY FUND**

|                                      | Unrestricted        |                     |                 |                     | Unrestricted        |                     |                 |                     |
|--------------------------------------|---------------------|---------------------|-----------------|---------------------|---------------------|---------------------|-----------------|---------------------|
|                                      | Restricted<br>Funds | Designated<br>Funds | General<br>Fund | TOTAL<br>FUNDS 2020 | Restricted<br>Funds | Designated<br>Funds | General<br>Fund | TOTAL<br>FUNDS 2019 |
|                                      | £                   | £                   | £               | £                   | £                   | £                   | £               | £                   |
| Fixed Assets                         | -                   | 159,007             | -               | 159,007             |                     | 161,253             |                 | 161,253             |
| Net Current Assets                   | 18,965              | -                   | 178,615         | 197,580             | 7,971               | -                   | 69,854          | 77,825              |
| Fund Balances at 31<br>December 2020 | 18,965              | 159,007             | 178,615         | 356,587             | 7,971               | 161,253             | 69,854          | 239,078             |

**14 ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party.

**15 STAFF PENSIONS - Church Workers Pension Fund (CWPF)**

St Andrew's (Chorleywood) PCC (PB Classic & PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020: £7,255, 2019: £8,930).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

## ST ANDREW'S CHURCH, CHORLEYWOOD

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Andrew's (Chorleywood) PCC could become responsible for paying a share of that employer's pension liabilities.