

Charity registration number 1130714 (England and Wales)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST JAMES WEYBRIDGE**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST JAMES WEYBRIDGE**

**LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Reverend Father Damian Harrison-	
	Miles	
	Jane Alexander	
	Charles Beresford	
	Lindy Fozard	
	Alan Knowles (PCC Treasurer)	
	Deborah Langston	
	Juliet Marsh	
	Jane Mason	
	Stephen Mason (Churchwarden)	
	Donna Miller (PCC Secretary)	
	Neill Rubidge (Diocesan Synod Representative)	
	Susan Rubidge (Deanery Synod Representative)	
	Sue Scrivener	
	Gretchen Spalt	
	Margaret Wicks	
	Jill Wilson (Churchwarden)	
	Reverend Tom Musson	(Appointed 1 July 2024)
	Reverend Barry Hengist	(Appointed 20 May 2024)
<b>Minutes Secretary</b>	Donna Miller	
<b>Charity number (England and Wales)</b>	1130714	
<b>Principal address</b>	The Parish Centre Church Lane Weybridge Surrey KT13 8DN	
<b>Independent examiner</b>	Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF	

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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The trustees present their annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the PCC's governing document, the Charities Act 2011 and "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) (effective 1 January 2019)".

### Objectives and activities

St James' Church has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church itself, the Parish Centre and for the residential properties within the Parish at 87 Greenlands Road, Weybridge and pays some expenses of The Rectory, Churchfields Avenue, Weybridge. This latter property is owned by the Diocese of Guildford.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the PCC should undertake.

### Achievements and performance

#### St James' New Leadership

January 2024 saw the first anniversary since we celebrated the Institution and Induction of Reverend Father Damian Harrison-Miles as our new Rector.

Our new Assistant Curate, The Reverend Tom Musson was made a deacon at Guildford Cathedral on Sunday 30th June 2024 in a wonderful ceremony attended by Tom's family and close friends. He then joined us formally on Sunday 7th July which was followed by a lunch.

We have welcomed a new era in which St James' has renewed its leadership and offering of Ministry, in a post-Covid lockdown world, with the aim of re-building finances and stabilising attendance at worship, and increased community engagement.

#### A summary of the year at St James'

- The PCC met on the 3rd Monday of January, March, May, July, September and November. The PCC held an away day in January 2024, setting a new Church Development Plan.
- Bi-monthly Standing Committee meetings were held in preparation for each PCC (including Finance & Safeguarding) with the Chair (Incumbent), Churchwardens, PCC Secretary and Treasurer.
- Other sub-committees of the PCC met quarterly including Properties, Liturgy & Ministry, Communications, Stewardship, Family & Children, and a Charities/Missions group. A new Eco Church group was also established following a series of consultations on the Church Development Plan.
- A monthly Family Service at 11:30am on the 2nd Sunday monthly was held lasting 30 minutes.
- New congregation copies of Complete Anglican (orange cover) were purchased to provide a more up to date selection of more songs and reduce the amount of printing. The new hymn book also makes the process of copyright data returns somewhat easier.
- Services of Holy Baptism were held on most of the 4th Sundays of the month at 12noon, sometimes with as many as three families included in each. Some baptisms were also included in the 10am Eucharist on the 1st Sunday monthly.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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In January 2024 Fr Damian held a meeting in Church of Marriage Preparation for the five wedding couples planning to get married at St James' Church during 2024. Following this a guide to getting married at St James' was circulated, entitled 'Your Wedding Explained' including all the possibilities and restrictions, as well as legal obligations upon couples. Initially this was emailed to all couples but later hard copies were found to be more effective.

The Communications team continued to innovate and develop the weekly Notice Sheet. Apart for services information and news, this sheet includes bible readings, the collect, post communion prayer and any printed hymns. One side is colour printed, with the reverse black and white to help keep costs to a minimum. A new logo for St James' was designed and approved and we moved to Calibri as our standard type face. Banners and posters for major festivals were produced, enhancing our visual outreach.

Lent Course – we followed the course provided by Christian Aid, Act on Poverty 2024, with 34 people taking part with daytime and evening sessions held on a Tuesday. We reflected upon the hidden poverty around our parish, wider country and world and how we as Christians can challenge it. We also thought about our impact upon creation and our need for a new approach to the environment – to tread more lightly upon all things God given and made.

The APCM was held on Sunday 21st April 2024, at 11:30am in church. It was a positive celebration of the past year and many achievements, including our LED lighting projects and the start of the re-ordering works. We formally adopted ChurchSuite as a new digital data system, to further integrate the management of important information in accordance with data protection legislation. We chose to integrate rotas, administered by Jane Mason, and thanks is given to the team and volunteers who have made everything possible, including Rev'd Barry Hengist for the time he has spent training people up and the oversight he has kindly provided.

Following the success of our monthly visit to Norfolk House care home with holy communion, we expanded our services in July 2024 to Bridge Court, a residential complex for elderly people, where a regular group of between 6 and 10 residents gather monthly with Fr Damian and a small team of volunteers. All Our Yesterdays, a dementia service in church, resumed in September 2024 and we hope during 2025 to further expand this from a small start, with the support of staff from Norfolk House.

Remembrance Sunday was very well attended and saw the act of witness at Weybridge War Memorial enhanced with outdoor sound, Marshalls and many local uniformed groups participating, followed by a full house at the Civic service later in the afternoon. It is anticipated that we can grow renewed relationships with local uniformed organisations moving forward.

Weybridge Christmas Festival and Christmas Lights 2024 proved popular again with attendance estimated at around 3,000 people across the afternoon. The event was partly hosted by St James' in and around our buildings and grounds with stalls, crafts and food, and further stalls out in Churchfields Car Park. Inside Church local choirs from various schools and community groups, drama and hand bells provided a flow of activity and entertainment, with the traditional Advent Sunday Christingle service at 3pm. Following the lights switch on, the event concluded with carols in church. Our thanks to the team from Cala Homes, who in addition to generous sponsorship of the event, installed sets of sparkling lights high up in the trees around the west end of the churchyard, which looked stunning.

I am so thankful for the hours of time donated by members of the congregation, not least installing festive illuminations and sound, and preparing wonderful cakes for sale, looking after stalls, Santa's Grotto, offering a warm welcome, H&S/management and so much more. This event set the scene for what would be a very successful Advent and Christmas season, with significant numbers in attendance, some 1300 souls across Christmas Eve/Day!

Advent & Christmas Services were beautiful, creative, inclusive and very well attended with excellent good collections (matched by a very generous parishioner) and money raised for external charities too including The Children's Society. We hosted Lodge Brother's Annual Memorial Service which also saw their best attendance. The choir worked exceptionally hard on some new material, and thanks go to everyone who made the very hectic Christmas Eve/Day period such a joy – everything ran without a hitch. The church looked beautiful during Advent with greenery and lovely flowers for Christmas.

The high altar Crib was given a make-over with a new sparkling backdrop and the scene topped with a shimmering star which drew worshippers in as it appeared and disappeared from sight, with beautiful Christmas Trees dressed in purple and white lights for the Advent season as the Crib underneath the altar evolved towards Christmas with characters appearing until Christmas Eve when the trees were redecorated in gold and silver, the Christ child arrived, and the Crib blessed at the second (packed!) Crib service including children's nativity and a bumper haul of gifts for Home Start, Walton.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Church Development Plan (CDP)

Our Parochial Church Council and supporting teams have spent many months and much time reflecting, praying and consulting on a plan of priorities for our church community. At the heart of our values and vision is the Inclusive Church statement:

*"We believe in inclusive church – a church which celebrates and affirms every person and does not discriminate.*

*We will continue to challenge the church where it continues to discriminate against people on grounds of disability, economic power, ethnicity, gender, gender identity, learning disability, mental health, neurodiversity, or sexuality.*

*We believe in a Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ."*

See: <https://www.inclusive-church.org>

### Parish Needs Process

The Parish Needs Process (PNP) of which St James' Church is a part, focuses on a listening process; to God, through all aspects of parish life - the church, the schools and the wider community. The goal of the PNP is to support all Diocese of Guildford parishes as they identify top priorities for mission and growth, which forms the heart of a Church Development Plan (CDP). The Mission Enabler Team, from the Diocese of Guildford, with its range of specialisms, works with parishes to help confirm and implement this plan.

### Church Development Plan for Weybridge

Our plan has been drawn together over several months following a PCC away day back in January 2024. It is a living document that we will re-visit at each PCC meeting and remains under regular review. Some aspects of our plan are reliant upon generating additional income, while others are more about discipleship, identifying skills and sharing gifts (Time & Talents).

Our plan was submitted to the Diocese of Guildford and part of The Archdeacon of Dorking's Visitation in July 2024 was to review this plan with the Rector and Churchwardens. We identified four priority areas:

#### Goal 1—Growing Diversity

*We are an intergenerational church and need to ensure we are meeting the needs of each age group with a particular focus on children and young people.*

- a. New Thursday monthly Compass Group for those aged 18 - 30 years.
- b. Establish a new fund to finance family & children's work moving forward. Investigate funding for a paid family & children's worker.
- c. Create a new family & children's team to draw together existing and new groups including Tots Praise, Sunday School, Lego Club, Family Service, etc.
- d. Ensure full compliance with all safeguarding procedures and protocols.
- e. Possible after school club, summer holiday club, and preparation for children to have communion before confirmation.
- f. Continue to grow positive working relationships and support with St James CofE primary school and seek new connections with Manby Lodge Infant School, Heathside School and Brooklands College.

One of our main achievements in this regard has been the transformation of Tots Praise into The Ark, a weekly children's activity on a Monday in church during term time which has attracted up to 30 young children with their parents/carers at a time. Our Lego club, held on the third Sunday of each month during term time, has also been a huge hit with young children and their parents. There have been some great Lego creations during the year and there is always some very tasty food too!

Donations and associated costs supporting children and families are allocated to a specific Family & Friends fund to support this vital work going forward.



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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#### Goal 2—Growing Community—Improved communication

*Celebrating who we are, an inclusive, intergenerational community at the heart of Weybridge Town Centre.*

- a. A new brand/logo/identity for St James' with a new colour scheme and simplified values based on the Inclusive Church network statement.
- b. Create a functioning updated or new simpler, but more dynamic, website with more cross-over with social media and functionality with ChurchSuite.
- c. Establish ChurchSuite digital church management system and embed into church management and church life. ChurchSuite will help us to manage our parish database, Electoral Roll, mailing lists, pastoral care contacts, parish centre/church bookings, rotas, children, etc.
- d. Update all notice boards, external signage, service sheets and newsletter and documents with our new branding.

We have made some significant improvements in introducing ChurchSuite into our daily activities during 2024 to help make our administrative processes more efficient and streamlined, particularly in relation to rotas, managing the Electoral Roll and maintaining up to date contact information.

We have also introduced our new branding/logo/identity which has been very successfully received.

#### Goal 3—Growing Community—Eco Church

*To strive to safeguard the integrity of creation and sustain and renew the life of the earth.*

- a. Create a group of interested people to lead/advise the PCC and progress ECO initiatives/projects and gain ECO Church accreditation (bronze/silver awards/accreditation with A Rocha).
- b. Replace our incredibly old church boiler with A rated condensing boilers and introduce electric under carpet heat pads in some areas. (Permission received/faculty in December 2023.) Possible new and relocated radiators, if appropriate.
- c. Investigate solar electric generation systems for the parish centre and church (south) facing roof spaces.
- d. Fair Share - expand the summer vegetable and fruits stall to a possible community fridge.
- e. Use social media to draw upon a possible wider community of support for ECO initiatives beyond the congregation.

Significant progress has been made during the year to replace the church boiler with a more efficient heating system and this work will continue in 2025 as we seek to add more radiators in church to ensure it is as warm and inviting as possible, particularly in the colder winter months.

#### Goal 4—Growing discipleship

*To teach and deliver a programme of engagement with the core, the wider church community and those beyond as we seek to grow our inclusive community.*

- a. Be transparent about what we do, who we are, and what we believe. Engender boldness to preach the gospel for all.
- b. Assess different groups of people and what we are doing for them. Issue a whole Electoral Roll time & talents survey at the April 2024 APCM to identify new opportunities for the church family to engage.
- c. Attract clubs and other groups to use our space including the re-ordered All Souls Chapel/Warm Space post September 2024.
- d. Use our networks to be more visible in the community, building individual confidence in sharing faith at home, work, and in our social circles.
- e. Review and where possible, extend our daily opening hours to allow wider access to the church building for private prayer.
- f. Create a heated, flexible space inside the church (the Lady chapel) for small groups, meetings, bible study, prayer, and pastoral meetings.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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In 2024 we continued to build on our Access for All plans by undertaking a significant reordering programme to ensure the church is suitable to be used by many different church and Community groups. We reordered our All Souls Chapel and the Lady Chapel to offer warm flexible carpeted spaces for both church and community use and we took out some pews from the back of the church to reinstate the original cross and to create more space for our Served.

The PCC have kept this Church Development Plan under review and met for a day in January 2025 to further review and refine our priorities moving forward.

#### Our Vision Prayer

Living God, by the guidance of your Holy Spirit, make us heralds of good news in Weybridge.

Stir us your people, that in Word and Sacrament, prayer and service we may be inspired to share your love for all, with generosity and joy, imagination and courage, for the sake of Jesus Christ our Lord. Amen.

#### Donations to Charities

We made several donations to UK charities during the year following specific collections organised by the congregation at St James'.

- Our 2024 Lent Appeal focused on the idea of giving £1 per day for the 40 days of Lent and thereby aiming to give a donation of £40 in aid of the Manna Centre, a charity running a day centre for homeless people in and around central London, providing food, housing and welfare advice and a change of clothes. Alternatively, donors could purchase small value Aldi gift cards so that they could be given out to the homeless to buy food. In total we raised £2,163 for this worthy cause.
- During 2024, a further £1,326 was raised for the Runnymede & Weybridge Foodbank through individual regular donations and retiring collections.
- Following a very successful Harvest Festival collection we were able to donate £650 each to two local charities – Rentstart, a charity helping people in Elmbridge who are homeless or vulnerably housed, and Elmbridge Can, a charity helping refugees within the local community.
- Christian Aid week raised £816 including gift aid, with a further £220 being donated directly to Christian Aid through their own website.
- A total donation sum of £290 collected from the 2024 Christingle service was made to the Children's Society. Many more donations were paid directly to the Children's Society using their specific QR donation codes throughout the church.

Other donations were made to:

- Deafblind UK - £206
- Guildford Diocese Bell Ringers Fund- £25.00
- SOS Rio Grande - £53.00

#### Safeguarding

The PCC of St James, Weybridge has adopted the Church of England "Promoting a Safer Church" Policy Statement, House of Bishops Practical Guidance and supporting diocesan safeguarding protocols. This policy statement actively underpins all safeguarding work within the church.

"Promoting a Safer Church" sets out the Church of England's commitment to making the church a safer place for all.

The Policies and Practice Guidance apply to all Church bodies and church officers. All clergy, bishops, archdeacons, licensed readers and lay workers, church wardens and PCCs must have due regard to safeguarding guidance issued by the House of Bishops.

The Policy Statement, Policies, Guidance and Protocols are available to view on the diocesan website at [www.cofeguildford.org.uk/safeguarding](http://www.cofeguildford.org.uk/safeguarding).



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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As a PCC we are committed to the support, nurture and protection of all in our church community. The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and vulnerable adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Following advice from the DSA support and manage the safe involvement of any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that procedures and risk assessments are in place for all activities and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

### Financial Review

As a Charity we are wholly reliant on income from voluntary donations and the letting of our Parish Centre to allow us to carry out our ministry in Weybridge.

#### Income

In 2024 our total annual unrestricted income has increased by 11.2% to £293,320 from 2023 levels.

There has been a welcome growth in our donation income, our investment income with the rental of our Curate's house for part of the year and also our service fee income where there has been a significant increase in church services. Additionally, we continued our fundraising activities in 2024 raising £10,000 towards the Chair Fund in church, £5,000 from the Weybridge Christmas Festival and nearly £15,000 from the Christmas Giving campaign (mainly due to a very generous parishioner matching donations).

We are very grateful for all the financial support we have received throughout the year in the following ways:

- Through our online donation platform on the St James' website.
- Through the weekly Plate.
- Our mobile contactless SumUp card readers at regular services to assist people avoiding the use of handling cash donations.
- Our two permanent card reading machines in Church
- The Parish Giving Scheme and the former Stewardship scheme
- External grants and sponsorship income

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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We were very fortunate to receive external grants towards some of our expenses and larger projects in 2024 and beyond as follows:

- £40,000 grant from the Friends of St James which has been allocated to a separate restricted fund to help fund some of the repair and maintenance of the fabric of the Church in 2025.
- £15,000 grant from the Elmbridge Community Infrastructure Levy towards the replacement of our gas boilers in church
- £3,362 grant from the National Churches Trust towards the costs of inspecting our church spire following our quinquennial inspection
- £5,203 grant from Your Fund Surrey Small Community Projects Fund towards two projects:
  - Fixed electrical power supplies in the churchyard to accommodate a Christmas lighting display in the heart of Weybridge
  - The provision of under carpet heating pads in the All Souls Chapel and the Lady Chapel to create warmer and more flexible spaces for our community activities

Additionally, we were very fortunate to receive sponsorship income of £3,000 from Cala Homes Ltd which was put towards the costs of our Christmas Festival activities in December 2024, including, for example, Christmas light displays and the hire of a marquee etc.

#### Expenditure

Total annual unrestricted expenditure has decreased by 7.9% to £253,514 from 2023 levels.

By far the biggest single expense was the Parish Share which provides the stipends and housing for the clergy and a contribution to the shared costs of the Diocese. A sum of £113,763 (2023: £107,266) in relation to the Parish Share was paid during the year to the Diocese.

Other significant expenditure has been the replacement of the church boiler with two significantly more effective gas boilers which should have a much-reduced energy consumption and therefore ongoing cost and Phase 2 of our Access for All project which involved a further reordering of the church to create warm and flexible carpeted areas for greater church and community use by removing and/or relocating pews. Both projects were funded by a combination of restricted and unrestricted funds.

In 2024 we launched the Alleluia Fund, a restricted fund to raise money to fund projects outside of the PCC's regular operating budget, to help St James' strengthen its physical presence and spiritual mission in Weybridge. Within its first year we have achieved the following:

- Fixed power supplies in the churchyard for lighting and sound displays and signage
- Under carpet heating padding in All Souls Chapel & the Lady Chapel
- 2 bike rack garden planters in the church garden
- A live streaming movable sound desk/cabinet
- New PTZ camera for live streaming services
- A memorial garden bench

The net effect of the above unrestricted income and expenditure flows has resulted in a net inflow, after gains/(losses) on investments and transfers between funds, of £26,878 (2023: net outflow of funds of £4,818). This is a welcome result given all that has been achieved in 2024.

#### Electoral Roll

The electoral roll, which has been completely renewed for the Annual Parochial Church Meeting ("APCM"), shows a membership of 164 persons, of whom 79 were resident in the Parish and 85 were non-resident.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

***FOR THE YEAR ENDED 31 DECEMBER 2024***

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### **Reserves Policy**

It is PCC policy to maintain a balance which equates to at least six months of unrestricted payments to cover emergency situations that could arise from time to time, and this has been achieved throughout 2024.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund and investments in the form of CCLA and M & G Charifund Shares held with M & G Securities.

Although the PCC has general reserves of £240,012 as at 31 December 2024, the amount of unrestricted cash held in bank accounts at that date is only £92,730. The remainder of the value of the general fund comprises a mixture of other debtors and creditors -£17,443 with £164,725 held as "fixed" assets e.g., those not so easily converted into cash such as investments, buildings and equipment.

The trustees have assessed the major risks to which the PCC is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Structure, governance and management

The PCC members who served during the year were:

Reverend Father Damian Harrison-Miles

Jane Alexander

Charles Beresford

Lindy Fozard

Stephen Gillam-Smith

(Resigned 21 April 2024)

Alan Knowles (PCC Treasurer)

Deborah Langston

Juliet Marsh

Jane Mason

Stephen Mason (Churchwarden)

Donna Miller (PCC Secretary)

Neill Rubidge (Diocesan Synod Representative)

Susan Rubidge (Deanery Synod Representative)

Sue Scrivener

Gretchen Spalt

Margaret Wicks

Jill Wilson (Churchwarden)

Reverend Tom Musson

(Appointed 1 July 2024)

Reverend Barry Hengist

(Appointed 20 May 2024)

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

New trustees are provided with information from the Charity Commission website and talk with existing trustees regarding trustee responsibilities. Trustees are also encouraged to go on training courses to ensure they can undertake their own responsibilities on the PCC.

The full PCC met six times during the year for their regular business as usual PCC meetings. There were further meetings by Zoom for matters arising between the usual bi-monthly meetings which required urgent attention and approval.

Additional meetings were held by the Standing Committee to deal with matters that arose between PCC meetings.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the PCC should undertake. Applications for employment by disabled persons are always fully considered, bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled, every effort is made to ensure that their employment within the PCC continues and that the appropriate training is arranged. It is the policy of the PCC that the training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### Looking Forward

2025 is already shaping up to be a busy year as we seek to complete the heating works and celebrate formally the completion of the Access for All and Re-ordering projects. These have enabled us to start new and exciting activities from The Ark to new courses and opening St James' Church for wider community use.

We look forward to further community events, like the Weybridge Summer Festival, the Christmas Festival, concerts and services, and the further development of the Foodbank with the addition, we pray, of Citizen's Advice Bureau services. We are also looking forward to Rev'd Tom's Ordination to the priesthood and first Sunday Eucharist in June.

### Approval and Signing

The trustees' report was adopted by the Board of Trustees and subsequently submitted to the Annual Parochial Church Meeting on 18 May 2025 where it was formally approved by those therein present.



Reverend Father Damián Harrison-Miles  
**Chairman**

Date: 18 MAY 2025



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St James Weybridge (the PCC) for the year ended 31 December 2024.

#### Responsibilities and basis of report

As the trustees of the PCC you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the PCC's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### Independent examiner's statement

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared accounts in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 PCC as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



**Frances Wilde FCCA DChA**

Warner Wilde

Chartered Certified Accountants

4 Marigold Drive

Bisley

Surrey

GU24 9SF

Date: ..... 29 May 2025

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

### Current financial year

		Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Total 2023 £
	Notes						
<b>Income from:</b>							
Donations and legacies	3	148,309	-	97,066	-	245,375	186,523
Income from charitable activities	4	27,567	-	-	-	27,567	21,040
Other trading activities	5	12,764	-	-	-	12,764	16,923
Investments	6	104,680	-	-	-	104,680	94,694
<b>Total income</b>		<b>293,320</b>	<b>-</b>	<b>97,066</b>	<b>-</b>	<b>390,386</b>	<b>319,180</b>
<b>Expenditure on:</b>							
Charitable activities	7	253,514	-	88,914	-	342,428	313,364
<b>Net gains/(losses) on investments</b>	<b>12</b>	<b>3,523</b>	<b>-</b>	<b>2,847</b>	<b>68</b>	<b>6,438</b>	<b>17,901</b>
<b>Net incoming resources before transfers</b>		<b>43,329</b>	<b>-</b>	<b>10,999</b>	<b>68</b>	<b>54,396</b>	<b>23,717</b>
Gross transfers between funds		(16,451)	15,000	1,451	-	-	-
<b>Net movement in funds</b>		<b>26,878</b>	<b>15,000</b>	<b>12,450</b>	<b>68</b>	<b>54,396</b>	<b>23,717</b>
Fund balances at 1 January 2024		213,134	122,500	184,475	3,986	524,095	500,378
<b>Fund balances at 31 December 2024</b>		<b>240,012</b>	<b>137,500</b>	<b>196,925</b>	<b>4,054</b>	<b>578,491</b>	<b>524,095</b>

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Prior financial year

		Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	131,135	-	55,388	-	186,523
Income from charitable activities	4	21,040	-	-	-	21,040
Other trading activities	5	16,923	-	-	-	16,923
Investments	6	94,694	-	-	-	94,694
<b>Total income</b>		<u>263,792</u>	<u>-</u>	<u>55,388</u>	<u>-</u>	<u>319,180</u>
<b>Expenditure on:</b>						
Charitable activities	7	<u>275,426</u>	<u>-</u>	<u>37,938</u>	<u>-</u>	<u>313,364</u>
Net gains/(losses) on investments	12	<u>7,151</u>	<u>-</u>	<u>10,493</u>	<u>257</u>	<u>17,901</u>
<b>Net incoming resources before transfers</b>		<u>(4,483)</u>	<u>-</u>	<u>27,943</u>	<u>257</u>	<u>23,717</u>
Gross transfers between funds		<u>(336)</u>	<u>-</u>	<u>336</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>(4,819)</u>	<u>-</u>	<u>28,279</u>	<u>257</u>	<u>23,717</u>
Fund balances at 1 January 2023		<u>217,953</u>	<u>122,500</u>	<u>156,196</u>	<u>3,729</u>	<u>500,378</u>
<b>Fund balances at 31 December 2023</b>		<u><u>213,134</u></u>	<u><u>122,500</u></u>	<u><u>184,475</u></u>	<u><u>3,986</u></u>	<u><u>524,095</u></u>

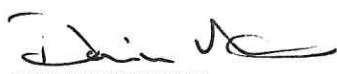
# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## BALANCE SHEET

AS AT 31 DECEMBER 2024

		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		127,889		96,180
Investments	15		254,434		272,996
			<u>382,323</u>		<u>369,176</u>
<b>Current assets</b>					
Debtors	16	46,944		9,720	
Cash at bank and in hand		213,611		190,154	
		<u>260,555</u>		<u>199,874</u>	
<b>Creditors: amounts falling due within one year</b>	17	(64,387)		(44,955)	
Net current assets			<u>196,168</u>		<u>154,919</u>
<b>Total assets less current liabilities</b>			<u>578,491</u>		<u>524,095</u>
<b>Capital funds</b>					
<u>Endowment funds</u>					
General endowment funds		2,250		2,250	
Revaluation reserve		1,804		1,736	
	19		4,054		3,986
<b>Income funds</b>					
General restricted funds		122,285		112,682	
Revaluation reserve		74,640		71,793	
	21		196,925		184,475
<u>Unrestricted funds</u>					
Designated funds	23	137,500		122,500	
General unrestricted funds		154,359		131,861	
Revaluation reserve		84,796		81,273	
			<u>377,512</u>		<u>335,634</u>
			<u>578,491</u>		<u>524,095</u>

The accounts were approved by the Trustees on 18 MAY 2025



Reverend Father Damian Harrison-Miles  
Trustee



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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

---

### 1 Accounting policies

#### Charity information

The Parochial Church Council of the Ecclesiastical Parish of St James Weybridge operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the PCC's governing document, the Charities Act 2011 and "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) (effective 1 January 2019)". The PCC is a Public Benefit Entity as defined by FRS 102.

The PCC has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the PCC. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the PCC.

#### 1.4 Income

Income is recognised when the PCC is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Collections are recognised 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 income is recognised.



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities and the resulting expenditure are recognised when either a legal or constructive obligation is recognised.

##### **Grants**

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

##### **Activities directly related to the work of the Church**

The Diocesan Parish Share is accounted for when paid. Any amounts unpaid at 31 December are provided for in the accounts as an operational (though not a legal) liability and is shown as a creditor on the balance sheet.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold property & improvements	40 years straight line, Improvements - 10 years straight line.
Fixtures & equipment	Straight line over 4 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated or beneficed property of any kind is excluded from these accounts by virtue of Section 10 of the Charities Act 2011. Items acquired since 1 January 1995 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight line basis. All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £250 or on the repair of moveable church furnishings acquired before 1 January 1995 is written off.

##### **Other fixtures, fittings and office equipment**

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £250 or less are written off when the asset is acquired.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

##### **Investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

#### 1.8 Impairment of fixed assets

At each reporting end date, the PCC reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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

---

### 1 Accounting policies

(Continued)

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The PCC has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the PCC's balance sheet when the PCC becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently measured at the cash or other consideration expected to be received and not discounted unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently measured at the cash or other consideration expected to be paid and not discounted.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the PCC's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the PCC is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.13 Reserves

The PCC policy is to hold (i) current funds equivalent to 6 months income in order to cover any unforeseen changes in circumstances, and (ii) designated funds for general repairs to cover any unforeseen and uninsured major repairs or refurbishment of the properties under the care of the PCC.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 2 Critical accounting estimates and judgements

In the application of the PCC's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	143,947	36,563	180,510	130,135	29,345	159,480
Legacies	1,000	-	1,000	-	-	-
Grants	3,362	60,503	63,865	1,000	26,043	27,043
	<u>148,309</u>	<u>97,066</u>	<u>245,375</u>	<u>131,135</u>	<u>55,388</u>	<u>186,523</u>
<b>Donations and gifts</b>						
Planned giving - Gift Aid donations	85,774	24,186	109,960	78,050	-	78,050
Planned giving - other planned giving	16,898	-	16,898	18,638	-	18,638
Collections (open plate) at all services	7,396	-	7,396	7,518	-	7,518
Special collections	-	10,475	10,475	-	11,154	11,154
Sundry donations	4,764	-	4,764	4,456	-	4,456
Income tax recoverable	29,115	1,902	31,017	21,473	18,191	39,664
	<u>143,947</u>	<u>36,563</u>	<u>180,510</u>	<u>130,135</u>	<u>29,345</u>	<u>159,480</u>
<b>Grants</b>						
Friends of St James	-	40,000	40,000	-	11,043	11,043
Access for All	-	-	-	-	15,000	15,000
DBF Energy grant	-	-	-	1,000	-	1,000
Surrey County Council	-	5,503	5,503	-	-	-
Community Infrastructure Levy	-	15,000	15,000	-	-	-
National Churches Trust	3,362	-	3,362	-	-	-
	<u>3,362</u>	<u>60,503</u>	<u>63,865</u>	<u>1,000</u>	<u>26,043</u>	<u>27,043</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Service fees</b>		
Fees	18,483	21,040
<b>Miscellaneous</b>		
Other income	9,084	-
	<u>27,567</u>	<u>21,040</u>

### 5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Non-charitable trading activities	2,512	1,753
Fundraising events	10,252	15,170
Other trading activities	12,764	16,923
	<u>25,528</u>	<u>33,846</u>

### 6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Rental income	89,509	81,823
Income from listed investments	9,175	9,075
Interest receivable	5,996	3,796
	<u>104,680</u>	<u>94,694</u>



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

7 Expenditure on charitable activities		Ministry		Church Expenditure		Property Expenditure		Total		Ministry		Church Expenditure		Property Expenditure		Total	
		2024	£	2024	£	2024	£	2024	£	2023	£	2023	£	2023	£	2023	£
	<b>Direct costs</b>																
	Staff costs	25,998		-	-	-	-	25,998		21,820		-	-	-	-	21,820	
	Depreciation and impairment	-		-	-	10,003		10,003		-		-	-	12,034		12,034	
	Parish share	113,763		-	-	-		113,763		107,266		-	-	-		107,266	
	Clergy expenses	2,732		-	-	-		2,732		1,835		-	-	-		1,835	
	Access for All project	-		-	-	64,274		64,274		-		-	-	10,814		10,814	
	Events	7,401		-	-	-		7,401		5,277		-	-	-		5,277	
	Heat, light & insurance	-		-	-	-		23,043		-		22,580		-		22,580	
	Church repairs	-		-	-	8,023		8,023		-		49,165		-		49,165	
	Service fees	-		-	-	11,241		11,241		-		10,944		-		10,944	
	Choir & organ expenses	-		-	-	4,068		4,068		-		2,982		-		2,982	
	Bells	-		-	-	955		955		-		850		-		850	
	Alleuia fund expenses	-		-	-	-		4,837		-		-		-		-	
	Parish Office	-		-	-	4,039		4,039		-		3,788		-		3,788	
	Irrecoverable debts	2,008		-	-	-		2,008		-		-		-		-	
	Other charitable expenditure	6,222		-	-	-		6,222		9,494		-		-		9,494	
		158,124		51,369		79,114		288,607		145,692		90,309		22,848		258,849	
	<b>Share of support and governance costs (see note 8)</b>																
	Support	51,763		-	-	-		51,763		53,375		-		-		53,375	
	Governance	2,058		-	-	-		2,058		1,140		-		-		1,140	
		211,945		51,369		79,114		342,428		200,207		90,309		22,848		313,364	
	<b>Analysis by fund</b>																
	Unrestricted funds - general	203,768		46,339		3,407		253,514		189,187		79,215		7,024		275,426	



**FOR THE YEAR ENDED 31 DECEMBER 2024**

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 8 Support costs allocated to activities

	2024 £	2023 £
Parish centre running costs	35,530	33,760
The Rectory	1,230	831
Greenlands Road	8,900	8,836
Miscellaneous expenses	5,408	9,948
Staff training	695	-
Governance costs	2,058	1,140
	<u>53,821</u>	<u>54,515</u>

#### Analysed between:

Ministry	<u>53,821</u>	<u>54,515</u>
----------	---------------	---------------

	2024 £	2023 £
<b>Governance costs comprise:</b>		
Accountancy	720	-
Independent examination	1,338	1,140
	<u>2,058</u>	<u>1,140</u>

### 9 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	1,338	1,140
Depreciation of owned tangible fixed assets	<u>10,003</u>	<u>12,034</u>

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year (2023: None).

### 11 Employees

The average monthly number of employees during the year was 2 part time employees, which equates to 1 full time staff.

2024 Number	2023 Number
<u>2</u>	<u>2</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST JAMES WEYBRIDGE**

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

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<b>11 Employees</b>	<b>(Continued)</b>	
<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	25,676	21,469
Other pension costs	322	351
	<hr/>	<hr/>
	25,998	21,820
	<hr/>	<hr/>

There were no employees whose annual remuneration was more than £60,000.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

12 Gains and losses on investments	Unrestricted funds	Restricted Endowment funds		Total	Unrestricted funds	Restricted Endowment funds		Total
	2024	2024	2024		2023	2023	2023	
	£	£	£	£	£	£	£	£
Gains/(losses) arising on:								
Revaluation of investments	3,523	2,847	68	6,438	7,151	10,493	257	17,901

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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

### 13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 14 Tangible fixed assets

	Leasehold property & improvements £	Fixtures & equipment £	Total £
<b>Cost</b>			
At 1 January 2024	399,006	48,991	447,997
Additions	41,712	-	41,712
	<u>440,718</u>	<u>48,991</u>	<u>489,709</u>
At 31 December 2024			
<b>Depreciation and impairment</b>			
At 1 January 2024	309,279	42,538	351,817
Depreciation charged in the year	7,681	2,322	10,003
	<u>316,960</u>	<u>44,860</u>	<u>361,820</u>
At 31 December 2024			
<b>Carrying amount</b>			
At 31 December 2024	<u>123,758</u>	<u>4,131</u>	<u>127,889</u>
At 31 December 2023	<u>89,727</u>	<u>6,453</u>	<u>96,180</u>

The freehold land and buildings comprise the curate's house located at Greenlands Road and the Parish Centre. For accounting purposes the historical cost of Greenlands Road is deemed to be its 1995 valuation and the historical cost of the Parish Centre is deemed to be its 1996 valuation. These valuations have not been updated.

### 15 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2024	272,996
Valuation changes	6,438
Disposals	(25,000)
	<u>254,434</u>
At 31 December 2024	
<b>Carrying amount</b>	
At 31 December 2024	<u>254,434</u>
At 31 December 2023	<u>272,996</u>



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 15 Fixed asset investments

(Continued)

#### Fixed asset investments revalued

Investments are shown at market value at the balance sheet date. The historical cost of £132,623 is based on the 2009 valuation which is the earliest for which figures are available.

### 16 Debtors

	2024	2023
Amounts falling due within one year:	£	£
Other debtors	46,944	9,583
Prepayments	-	137
	<u>46,944</u>	<u>9,720</u>

### 17 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	-	97
Accruals and deferred income	64,387	44,858
	<u>64,387</u>	<u>44,955</u>

### 18 Retirement benefit schemes

Defined contribution schemes	2024	2023
	£	£
Charge to profit or loss in respect of defined contribution schemes	<u>322</u>	<u>351</u>

The PCC operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the PCC in an independently administered fund.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 19 Endowment funds

Endowment funds represent assets which must be held permanently by the PCC. Income arising on the endowment funds can be used in accordance with the objects of the PCC and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 January 2024	Gains and losses	At 31 December 2024
	£	£	£
<b>Permanent endowments</b>			
Thomson Grave	2,986	68	3,054
Dr Kinzie legacy	1,000	-	1,000
	<u>3,986</u>	<u>68</u>	<u>4,054</u>
	<u><u>3,986</u></u>	<u><u>68</u></u>	<u><u>4,054</u></u>
<b>Previous year:</b>	<b>At 1 January 2023</b>	<b>Gains and losses</b>	<b>At 31 December 2023</b>
	£	£	£
<b>Permanent endowments</b>			
Thomson Grave	2,729	257	2,986
Dr Kinzie legacy	1,000	-	1,000
	<u>3,729</u>	<u>257</u>	<u>3,986</u>
	<u><u>3,729</u></u>	<u><u>257</u></u>	<u><u>3,986</u></u>

The Dr Kinzie legacy of £1,000 has been analysed as an endowment fund following the publication of research information relating to the origin of various restricted funds.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 20 Unrestricted funds - designated

These are unrestricted funds which are material to the PCC's activities.

	At 1 January 2024	Transfers	At 31 December 2024
	£	£	£
Church Building	50,000	-	50,000
Curate's House	15,000	-	15,000
Parish Centre	50,000	-	50,000
Access for All	7,500	-	7,500
Families & Children's Fund	-	15,000	15,000
	<u>122,500</u>	<u>15,000</u>	<u>137,500</u>

#### Previous year:

	At 1 January 2023	Transfers	At 31 December 2023
	£	£	£
Church Building	50,000	-	50,000
Curate's House	15,000	-	15,000
Parish Centre	50,000	-	50,000
Access for All	7,500	-	7,500
	<u>122,500</u>	<u>-</u>	<u>122,500</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 21 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	At 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2024
	£	£	£	£	£	£
Joe Sharp Memorial fund	2,350	-	-	-	-	2,350
Legacy	1,000	-	-	-	-	1,000
Manna Centre	-	2,163	(2,163)	-	-	-
Special donations & fundraising	413	3,817	(3,881)	358	-	707
Families & Children's Fund	336	1,017	(312)	-	-	1,041
Weybridge Educational Trust	9,073	-	(4,530)	-	-	4,543
Locke King Trust	26,132	-	-	-	598	26,730
Portmore Land Estates	95,890	-	-	(25,000)	2,249	73,139
Friends of St James - FOSJ	-	40,000	-	-	-	40,000
Runnymede & Weybridge Foodbank	3,284	1,326	(1,326)	-	-	3,284
Heating Project	-	15,000	-	25,000	-	40,000
Access for All Appeal	39,800	24,354	(64,274)	120	-	-
Access for All - servery doors	6,197	-	(2,066)	-	-	4,131
Alleluia Fund	-	9,389	(10,362)	973	-	-
	<u>184,475</u>	<u>97,066</u>	<u>(88,914)</u>	<u>1,451</u>	<u>2,847</u>	<u>196,925</u>



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 21 Restricted funds

(Continued)

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2023
	£	£	£	£	£	£
Joe Sharp Memorial fund	2,350	-	-	-	-	2,350
Janet Rubidge Sunday School	69	-	(69)	-	-	-
Organ appeal	150	-	(150)	-	-	-
Legacy	1,000	-	-	-	-	1,000
Bishop of Guildford Community Fund	-	489	(489)	-	-	-
Manna Centre	-	3,032	(3,032)	-	-	-
Special donations & fundraising	-	4,567	(4,154)	-	-	413
Families & Children's Fund	110	226	-	-	-	336
Weybridge Educational Trust	12,018	-	(2,945)	-	-	9,073
Locke King Trust	23,885	-	-	-	2,247	26,132
Portmore Land Estates	87,644	-	-	-	8,246	95,890
Friends of St James - FOSJ	-	11,043	(11,379)	336	-	-
Foodbank	3,284	2,840	(2,840)	-	-	3,284
Access for All Appeal	25,686	24,928	(10,814)	-	-	39,800
Access for All - servery doors	-	8,263	(2,066)	-	-	6,197
	<u>156,196</u>	<u>55,388</u>	<u>(37,938)</u>	<u>336</u>	<u>10,493</u>	<u>184,475</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

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

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### 21 Restricted funds

(Continued)

**Joe Sharp Memorial Fund** - Established in memory of the late Joe and Betty Sharp and to be used towards funding of the church fabric.

**Janet Rubridge Sunday School** - Established to contribute to the promotion of Christian activities at Sunday School.

**Organ Appeal** - Established to contribute to the funding of the repair and maintenance of the organ.

**Legacy** - An anonymous legacy to be used towards funding of the church fabric.

**Bishop of Guildford Community Fund** - This Fund provides grants to support parishes and other church-linked organisations to reach out into the most challenged parts of communities in the Diocese.

**Manna Centre** - A charity running a day centre for homeless people in and around Central London, providing food, housing and welfare advice and a change of clothes.

**Families & Children's Fund** - established for the promotion of Christian activities that support families and children.

**The Weybridge Educational Trust** - This arose from the interest of the Parish of St James in the sale of the site of St James' Church of England First School that was closed in August 1992. The funds received from that sale were wholly expended on the building of the New Hall in 1996 and the value of this fund is therefore represented by buildings rather than by cash at bank. Each year in accordance with applicable accounting standards, an estimate of the amount the buildings have worn out by (depreciation) is set against the remainder of this fund and will continue each year until the value remaining is £nil.

**Locke King Trust** - The capital of this Fund should remain intact and the PCC should from time to time apply the income to augment the Assistant Clergy Fund of the Parish or towards the stipend of the Curate or otherwise for ecclesiastical purpose per Section 5 PCC (Powers) Measure 1921.

**Portmore Land Estates** - This Fund comprises the Portmore Estate Fund and the Portmore Park Land Sale investments. The PCC may access the capital and income for ecclesiastical purpose guided by Section 5 PCC (Powers) Measure 1921.

**Friends of St James** - A charity formed of local people and organisations who appreciate the value of St James Church in Weybridge and who raise funds for the repair, restoration and maintenance of the Church.

**Runnymede & Weybridge Foodbank** - This charity aims to provide a lifeline for families in the Runnymede and Weybridge communities experiencing financial hardship and who are desperately short of food.

#### **Access for All Appeal**

Phase 1 - to raise funds for the installation of a servery with a running water facility and to modify the North and South doors to allow for independent access for disabled people via the North Door.

Phase 2 - to enable some significant reordering of the Church to create a more flexible space in the All Souls Chapel, the Lady Chapel and the rear of the Nave.

**Alleluia Fund** - To raise money to fund projects outside of the PCC's regular operating budget. Funding for such projects helps St James' continue to strengthen our physical presence and our spiritual mission in Weybridge and beyond.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 22 Analysis of net assets between funds

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
<b>At 31 December 2024:</b>					
Tangible assets	14,215	65,000	48,674	-	127,889
Investments	150,510	-	99,870	4,054	254,434
Current assets/(liabilities)	75,287	72,500	48,381	-	196,168
	<u>240,012</u>	<u>137,500</u>	<u>196,925</u>	<u>4,054</u>	<u>578,491</u>
	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
<b>At 31 December 2023:</b>					
Tangible assets	256	80,654	15,270	-	96,180
Investments	146,988	-	122,022	3,986	272,996
Current assets/(liabilities)	65,890	41,846	47,183	-	154,919
	<u>213,134</u>	<u>122,500</u>	<u>184,475</u>	<u>3,986</u>	<u>524,095</u>

### 23 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	Gains and losses £	At 31 December 2024 £
General funds	<u>213,134</u>	<u>293,320</u>	<u>(253,514)</u>	<u>(16,451)</u>	<u>3,523</u>	<u>240,012</u>
<b>Previous year:</b>	<b>At 1 January 2023 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Gains and losses £</b>	<b>At 31 December 2023 £</b>
General funds	<u>217,953</u>	<u>263,792</u>	<u>(275,426)</u>	<u>(336)</u>	<u>7,151</u>	<u>213,134</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES WEYBRIDGE**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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**24 Related party transactions**

There were no disclosable related party transactions during the year, except as disclosed in Note 10.