

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CRANLEY OTHERWISE CRANLEIGH

England & Wales · Charity number 1131701

Details

Other names	PCC ST NICOLAS CHURCH CRANLEIGH
Status	Registered
Legal form	Previously excepted
Registered	2009-09-18
Register	View on the Charity Commission register

Contact

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Activities

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

Activities: Religious activities and community outreach

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£312,791	£307,756	-	-
2024-12-31	£261,130	£243,379	-	-
2023-12-31	£240,938	£239,447	-	-
2022-12-31	£240,900	£252,696	-	-
2021-12-31	£264,862	£317,747	-	-

Trustees

Name	Role	Appointed
Alan Walton		2021-05-12
Alison Hendy		2024-04-17
Bryn Jones		2021-05-12
JOAN CONNOLLY		2013-06-10
James Lester		2025-04-30
Jane Anne Etherington		2025-04-30
MARGIE NURSEY		2012-05-08
Maurice Bowles		2018-04-18
Nigel Lynn		2023-03-29
Paul Michael Jenkins		2021-05-12
Richard Tuck		2024-04-17
SANDRA KEEPING		2011-04-18
SUSAN ANN KNIGHT		2022-04-27
Sarah Jane Smith		2025-04-30
Susan Birgitta Clarke		2019-04-24

Accounts



Trustees Annual Report and Financial Statements of the PCC

Year Ended 31st December 2025

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Administrative Information

This document is prepared by the Parochial Church Council (PCC) of the Ecclesiastical Parish of Cranley otherwise Cranleigh.

Rector and Advisers:

Rector: Reverend Canon Roy Woodhams until November 2025. Then in vacancy

Registered Charity No: 1131701

Bankers: Lloyds Bank Plc
PO Box 1000
BX1 1LT

Independent Examiner: Oakwood Business Consultants
The Dairy
Tilehouse Farm offices
East Shalford Lane
Shalford
Guildford
GU4 8AE

St Nicolas Church Cranleigh is situated in the High Street, Cranleigh, Surrey. It is part of the Diocese of Guildford within the Church of England. The registered name is 'The Parochial Church Council of the Ecclesiastical Parish of Cranley otherwise Cranleigh' and referred to as 'PCC St Nicolas Church Cranleigh.'

The following have served on the PCC during the period from 1st January 2024 until the date of this report unless otherwise indicated. All PCC members serve as a Trustee of the registered charity:

Chair (Rector): The Reverend Canon Roy Woodhams until November 2025. Now in vacancy

Curate: The Reverend Erik Heemskerk
Rev'd Dr Susan Tresman from September 2025

Churchwardens: Mrs Susan Clarke (Vice Chair from November 2025)
Mr Alan Walton

Hon. Secretary: Mr Paul Jenkins

Hon. Treasurer: Mr Alistair Smith

Parish Administrator: Mrs Nicola Craven-Smith

Childrens and Families Mrs Steff Shepherd

workers: Mrs Claire Jones

Deanery Synod: Mr Maurice Bowles

Mrs Joan Connolly

Mr Bryn Jones

Miss Margie Nursey

Mrs Sandra Keeping

Elected Members: Mrs Jane Etherington from APCM 2025

Mr Richard Tuck

Mrs Alison Hendy

Mrs Susan Knight

Mrs Sarah Smith from APCM 2025

Mr James Lester from APCM 2025

Vision Statement

St Nicolas Cranleigh – Caring, Sharing & Daring

A Community Growing in Faith, Hope and Love, Reaching into the heart of the local community, Leading all to the liberating truth of Christ.

To achieve this, we seek:

- to be an inclusive church, welcoming all in the love of Christ
- to be a light shining in the community
- to uphold Christian values
- to make a stand for truth and justice on issues local, national and international
- to respond to the changing culture of the 21st Century
- to deepen our faith and understanding of what it means to be Christian
- to encourage 'All Member Ministry' – we all have a part to play in church life and promoting Christian values
- to be a church representing the whole age and social profile of the community
- to encourage the building of Community Spirit within the Village
- to grow our current membership

At the heart of everything we do are our 3 F's: Faith, Family and Friendship. You will find us Welcoming, Caring, Listening, Supportive, Passionate and Engaging.

Safeguarding

The PCC is committed to Safeguarding all Children, Young People, Victims of Domestic Abuse and Vulnerable Adults.

Public Benefit

As the Parish Church for Cranleigh, St Nicolas is open to all denominations for Christian worship. The Church is at the heart of our community and open every day. It is an active Church with a wide age range, aiming to show the love of Christ through all we say and do. There are a rich variety of services to suit different ways of worshiping God ranging from Common Worship Holy Communion to informal Family Services, traditional 1662 Holy Communion and Evensong. Furthermore, St Nicolas appeals to young people and families with an increasing breadth of Christian fellowship, activities and events.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 and is registered with the Charity Commission.

The day-to-day management of the PCC is vested in the Rector (the PCC Chairman) with support from the two Churchwardens and many other volunteers.

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.

Statement of Trustees' Responsibilities

The trustees (members of the PCC) are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees 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:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient 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, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are 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.

Standing Committee

This is the only committee required by law and must have not less than five members; the Rector, two Churchwardens and two others appointed by members of the PCC. The Standing Committee has the power to transact the business of the PCC between PCC meetings, subject to any direction given by the PCC. During our vacancy, the vice chair of the PCC acts as chair of the Standing Committee.

PCC Meetings

In 2025 there were 6 PCC meetings and the APCM held on 30th April 2025. All meetings were in person except for the January meeting which was on zoom.

Team Structure

It is intended that all PCC members serve on at least one of the teams, thus providing the means for the PCC to enquire upon any points raised within team meeting minutes presented to the PCC. Some teams meet on a regular basis whilst others are brought together to plan and organise specific events or activities. The teams include:

- **Finance Team**

The Finance Team includes a Chair, the Treasurer, the accounts bookkeeper, a Churchwarden and the Stewardship Officer. The team oversees the financial governance and day to day finances of the Church. It monitors all income and expenditure, sets the Annual Budget and prepares the Annual Report and Financial Statements. It is responsible for establishing an overall system of financial controls, including establishing financial policies, and for bringing to the PCC items which the PCC are required to approve. The Stewardship Officer is responsible for monitoring and maintaining confidential records of all planned giving including the claiming of gift aid.

- **Buildings Team**

The team is chaired by a Churchwarden and focuses on the maintenance of the Church, Churchyard, Church car park, Church Rooms and the curate's house. The Buildings Team has authority to carry out minor works, and to make recommendations to the PCC via the Finance Team, where appropriate, for major repairs or alterations including any matter involving a faculty or Archdeacon's certificate.

- **Young People's Team**

The Young People's team was formed to coordinate support for young people and families.

- **Magazine Team**

The team oversees all matters concerning the Parish Magazine relating to editorial, advertising and financial management.

- **Outreach and Missions Team**

Establishes and maintains practical contact with the missions and charities supported by St Nicolas, reviews local outreach opportunities and identifies local, national and international missions /charities to whom St Nicolas Church's annual mission funding can be made. The team's recommendations are reviewed and agreed by the PCC prior to grants being made.

- **Social Team**

Advises, initiates, promotes and assists in providing a range of social activities to appeal not only to the Church congregation but also to the wider community.

Risk Management

The PCC addresses the key areas of risk management regarding safeguarding and health and safety. Insurance prevails on major risks and a Fire Risk Assessment and Health and Safety Report are formally documented and regularly reviewed. Risk assessments are carried out on all activities and events which are the responsibility of the PCC. Any third party hiring the church or church rooms for a public event must complete their own risk assessment and submit it to the churchwardens.

St Nicolas, Cranleigh has adopted the Church of England 'Promoting a Safer Church' Policy Statement, the House of Bishop's Practice Guidance and supporting Diocesan Safeguarding Protocols.

The PCC maintains a Finance Committee with relevant or related professional experience. The committee regularly reviews financial governance, updating its terms of reference and its policies as required.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Roy Woodhams, in promoting the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has responsibility for financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, and curate's house. It also must agree to any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC gives careful consideration to the Charity Commission's general guidance on public benefit.

Parishioner and Church Member Involvement

The PCC is continuously indebted to all parishioners who give their time and talent to care for all aspects of Church life. Through the various teams, Church groups and individual volunteers, all aspects of worship, social activities, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of faithful helpers, upkeep of the services provided and the Church property, would not be viable.

Mission Giving

The policy of the PCC is to make Mission Giving grants each year equivalent to 10% of agreed income streams. In 2020 and 2021 concerns over income levels meant that Mission Giving in these years was restricted. However, since 2022, using planned giving income as a base, Mission Giving was increased, although grants are still below the 10% target.

REVIEW OF THE YEAR 2025

Worship

On Trinity Sunday we had Bishop Paul visiting for a special service of Baptism and Confirmation, at which two adults were baptised and confirmed, two adults were confirmed, alongside six teenagers (two of whom were from the Parish of Dunsfold and Hascombe).

In September, anticipating the vacancy, we changed our services. The Discovery service was paused for the duration of the vacancy, and we decided to adapt our services to include all ages better in our worship every Sunday at our main 10am service. All Age Worship on the 1st Sunday of the month continued as it was, all the other Sundays became All Age Communion, though varying in style.

Pastoral Ministry

Our church is open every day which leads to many spontaneous pastoral conversations with visitors who come in to the church for quiet prayer.

Our occasional offices all involve one or more pastoral visit and this year we ministered to the families of 30 baptisms, 37 funerals and 8 weddings which took place at St Nicolas.

We are very grateful to Revd Martin Booth who has been leading our Pastoral Assistants Team and been working on mapping and streamlining our pastoral care.

2025 Electoral Roll: In 2025 a new Electoral Roll was prepared. There were 209 parishioners, representing a decrease of 95 on 2024. 10 have died, 10 are new, the rest have moved away or have chosen not to re-apply.

Church attendance in 2025:

The average weekly attendance at services on a Sunday was 145 (up from 132 in 2024), with an average of 17 attending live via livestream, and around 50 watching on catchup.

Easter attendance stood at 300 this year, up from 198 in 2023. (In 2024 attendance figures were boosted (to 395) by an extra Baptism/Confirmation service on Easter Eve.)

Christmas services were popular, with a total of nearly 1,100 attending services on Christmas Eve and Christmas Day, compared to 999 last year.

Livestreamed Christmas services attracted viewings of 56 (Advent Carol Service), 89 (Nine Lessons and Carols), 53 (Midnight Communion), and 68 (Family Carols).

Many positive comments have been received about the livestreaming service, from people in nursing homes, ill at home, away on holiday, or watching as their marriage banns are read. It is also a popular feature of wedding and funeral services.

Services

The Sunday pattern of services continued as it was in 2024, until the summer when changes were made to streamline our services ahead of the vacancy period:

8 am Every Sunday - Communion service

10 am 1st Sunday - All-Age Worship

10 am 2nd, 3rd, 4th and 5th Sundays, All Age Communion, with Trackers

6 pm 1st and 3rd Sundays - Evening service fortnightly alternating between Choral Communion and Evensong

The 10am service continues to be live streamed via our YouTube channel 'St Nicolas Church Cranleigh' each week.

Other events this year

The Social Team organised a hugely enjoyable Quiz Night with a Fish and Chip supper on 22nd March.

The Rectory Fete in July was a great success and much enjoyed by all.

There was also a much-appreciated Harvest Lunch attended by 80 people at the beginning of October.

Our Harvest Lunch took place one week after the ordination of Sue Tresman as deacon and we are so grateful to have her working with us now as part-time curate.

The '1170' team laid on another interesting and well-attended Heritage Day in the church, with an exhibition of church records and registers, organ demonstration and tours of the bell tower. 1170 also helped arrange another successful concert in Advent – an evening of festive music with The Queen's Six.

The Rector entertained with an afternoon concert of piano and organ music in October, followed by tea and cakes in the Church Rooms.

The return of the Christmas Tree Festival was welcomed and enjoyed by hundreds of visitors.

All these events were a good way of promoting community spirit and also provided a welcome boost to church funds.

Soon after Roy's departure, our kitchen was out of action for a few weeks while we had a complete re-fitting and refurbishment, including an extension of the serving hatch. This is now much appreciated by all users and we hope to launch a series of parish breakfasts and community lunches in 2026 to make the most of the new facilities. The building work was made possible by a grant from Surrey County Council's Small Grants Fund, and the new hatch was sponsored by a legacy from Tom Avery.

The most significant event of the year, however, was when we said our fond farewells to our rector Roy Woodhams and his wife Kate. Roy has moved into a part-time role at Holmbury St Mary. Although having now also taken on the role of Assistant Archdeacon of Surrey, he will soon be busier than ever!

At a special farewell service on October 19th at which all our congregations combined, Roy spoke encouragingly of the time ahead for us, and our churchwardens gave appreciative thanks for all his hard work in and dedication to this parish. This was followed by a spectacular bring-and-share lunch at the Cranleigh Sports and Social Club where everyone had a chance to say their goodbyes, and eat cake!

Associate Archdeacon Ven Phil Andrew led a congregational meeting after Roy's departure, outlining the timeline for the vacancy, and we are all grateful for the work and commitment of our ministry team to making this a fruitful and positive time for the church as we seek God's guidance in the appointment of a new incumbent.

- **Fellowship groups**

A number of home groups operate in the parish, and there was another Lent series, this year using the film 'Chocolat' as a basis to explore issues about God, the world and what it is to be human.

- **Eco church**

We were delighted to achieve Silver in our Eco church quest and are now travelling the road towards a Gold award.

- **Buildings**

In addition to our annual safety and service checks, including servicing of 3 gas boilers, PAT, RCD, lightning conductor testing, gutter clearances, church clock, fire extinguishers and pest control the following were major works:-

(N.B. – excludes 22 Orchard Gardens, which is managed by Hestia Lettings & Property Management on behalf of the PCC. There were no repair and maintenance costs for this property).

Repairs & Maintenance

1. Church

1.1 Temporary repair carried out to wooden flooring at entrance to choir vestry. To be kept under review.

1.2 Vision 2030 - Roy introduced this new title to describe the accessibility and reordering of the church, for which work has progressed to define the next stages in the project to -

- a) improve access and providing toilets for people with disabilities and baby changing facilities in church
- b) incorporating a 'hidden' kitchen and providing space for serving refreshments, and welcoming visitors and enabling Christian fellowship,
- c) giving more flexibility for contemporary worship, concerts and other activities.

The Vision 2020 Project Team continued to meet regularly and in liaison with Adam Heiki, the Church's Inspecting Architect, of Nye Saunders Architects Ltd, Godalming.

During 2026 the submitted floor plan will be enhanced by Artist Impression and 3D imagery detailing the planned changes.

The Amenity Societies and Waverley Borough Council will also be consulted on the proposals. For which the PCC has agreed an additional £17,500 covering the above works.

2. Churchyard

2.1 Members of the Building Team jet washed the church paths and applied a chemical treatment to kill the lichen and algae that cause the surface to become slippery.

2. Thanks especially to:-

3.1 Mike Roberts, for his continuing support with clock adjustments for heating of the church and external lighting of the church and churchyard and the ordering of cleaning supplies for the church rooms and church.

3.2 All members of the Church Hall Management Team and Buildings Team (and its associate members), who meet regularly throughout the year to support the churchwardens in their roles regarding repairs and maintenance of the church, churchyard and church offices and rooms.

3.3 Sue Tresman for her co-ordination of our ECO Church moving us forward to the Silver Award.

3.4 Malcolm Keeping and all the Mowing Team for keeping our churchyard and church rooms grassed areas looking amazing throughout the year.

- **Church Rooms**

Thanks to a successful application to Surrey Community Fund, and the use of a legacy from Tom Avery, we were able to refurbish our St Nicolas hall kitchen in October this year. We now have a brand new kitchen including new flooring

and ceiling, ovens and integrated fridge and freezer. The works also included extending the hatch opening into the hall. We are excited to be able to make the use of these new facilities with community lunches, parish breakfasts and more, and hope it will also prove appealing to our current and potential hirers.

- **Car Park**

Since December 2023, our car park is managed by Euro Car Parks and we are very pleased with calmer usage. Church members on church business can have their registration number added to an exemption list so that they can park without a fee. Other users are asked to pay a charge starting at £1 for two hours.

The car park is raising an average of £650 per month towards church funds.

We re-sited the disabled parking bays to make them more accessible and to improve safety around the footpath that travels through the car park

- **Prayer**

We thank God for the many members of our church who across the year have spent hours praying for the Lord's work here in Cranleigh, and we ask you all to continue to pray for the Lord's blessing and guidance over all we do at St Nicolas Church.

- **Elmbridge Retirement Village Community**

Church services at Elmbridge Retirement Village continue to prosper. The Faith Group in the Village plan our church activities throughout the year, with the usual three Tuesday services led by St Nicolas Church and one by the Methodist Church each month. We continue our non-denominational objectives by inviting other Christian churches to lead services when there is a fifth Tuesday in the month.

Rev Roy's contribution to our services, over the years, has been a really important factor in the spiritual wellbeing of the Christian and ecumenical community in the village. He is greatly missed and especially as he wasn't available to play the grand piano for our annual Christmas Carol service this Christmas. Rev Paul Glass, ably assisted by John Ashworth on the grand piano, entertained us, in his inimitable way, to a very well attended Carol service. Over 80 residents attended, raising a significant donation for the RNLI.

The Harvest Service on 14th October proved to be Rev Roy's last service here. We bid farewell to Roy with a well attended supper afterwards in our restaurant. The usual donations of produce were taken to the local Food Bank.

Sunday November 11th, our Remembrance Day Service was also very well attended, with similar attendance numbers. The Godalming Brass Band accompanied our service as usual.

Our All-Souls service, on 4th November, was led by Rev Erik ably assisted by Rev Dr Sue Tresman.

The opportunity of the interregnum at St Nicolas Church has happily given us the pleasure of the company of Rev Dr Sue Tresman and Rev Martin Booth as we pray for the appointment of the new incumbent at St Nicolas Church.

- **Choir and Music**

Michael Clarke continued to lead the choir and music group/band in providing musical support for services in St Nicolas.

For the choir this meant morning Parish Communion on 2nd, 4th and 5th Sundays, an evening Choral Communion on 1st Sundays, and Evensong on 3rd Sundays – full Choral Evensongs in January, March, April (on Easter Day), July and September, and chanted Evensongs in February, May, June and November.

Our biannual partnership with the choir of St James's Shere continued: as in 2024 we joined them in St James's on the evening of Palm Sunday for a service of words and music, and as in 2023 they came to St Nicolas to share in our Advent Carol Service.

The choir also sang at a number of weddings and funerals during the year, at midweek services for Ash Wednesday, Maundy Thursday and Ascension Day, at the Confirmation Service in June, and at the Christmas Carol Service, joined again for the latter by singers from other Cranleigh churches and 'extras' from our own congregation. Finally, on the social side the choir Summer Dinner reverted to July this year, and they enjoyed the usual Advent Supper after the Advent Carol Service (with the St James's choir).

On a sadder note, we mourned the passing of Chris Robinson after a long and debilitating illness. Chris was a very longstanding member of the choir who was initially persuaded to join by his wife Tricia and became a faithful (and for many years the only) member of the basses. After Tricia died in 2016 Chris remained in the choir, and continued singing despite his illness long after others would have given up. At his funeral in October, the choir were honoured to perform again the lovely anthem written first for Tricia's funeral by their daughter Elizabeth.

The band was responsible for supporting the music for All Age Worship and Communion services on 1st and 3rd Sunday mornings respectively, and the Christingle Service and two Crib Services in December, and the band and the choir were involved together in the (5th Sunday) All Age Communion on Mothering Sunday, the Family Communion on Easter Day, and Roy's final service in October. It has been great this year to have had more frequently some of the younger members of our church family singing in the band!

- **Bell Ringing**

In February and March some of us attended training sessions, run by the Guildford Guild, where we get the chance to try things we don't have the numbers for at our own practices.

In May we rang to mark the 80th anniversary of VE Day.

We had a good response to our recruitment efforts in August, which consisted mainly of a recruitment banner hung on the church front wall. In fact, I had to take it down as we were getting more enquiries than we could handle. The three new learners that 'stuck' continue to be very keen and are making good progress, as are all our ringers who we encourage to progress in their ringing achievements. Some of which came to the fore during the Annual Quarter Peal Weekend in October where ringers from across the Guild gather at various towers to ring Quarter Peals, that is 45 mins of continuous ringing. Twelve Quarter Peals were successful and included eight 'firsts', which is where someone rings a quarter peal of something they have not rung a quarter peal of before - four of those eight firsts were by Cranleigh ringers.

Of course, we lost Chris Robinson in August. Having been Tower Captain for many years, it was a massive loss for us when he had to give up ringing a couple of years ago. We rang for his funeral with ringers from far and wide attending, some of whom came up to ring with us. In November, some of the best ringers in the Guild, together with my wife Sarah and me, rang a peal in memory of Chris, in 3 hours and 6 minutes. A new peal board has still to be commissioned which will mark a permanent memorial in the Ringing Chamber.

- **Child and Adult Safeguarding**

PCC Actions

Following the APCM in 2025, the PCC agreed to continue to adopt the Diocese Safeguarding Policy and ensure that the PCC will comply with the duty to have due regard to the House of Bishop's Practice Guidance.

Brian Boxall the Parish Safeguarding Officer (PSO) attended a PCC meeting early in the new church year, to introduce himself to new members, and to remind all members of their safeguarding duties and the responsibilities of the PCC. Safeguarding is a standing PCC agenda item.

In September 2025 Brian stepped down as PSO and has been succeeded by Katherine Tuck. Brian, thankfully, remains the DBS manager for the parish.

The Parish Dashboard is a Diocese tool which records the level of safeguarding measures within a parish. We continue to work toward level 3.

The term Vulnerable Adults was replaced by Adults with Safeguarding Needs (although I suspect Vulnerable adults will continue to be used)

A livestreaming policy was introduced in November 2025 to protect any children who may appear on the camera – anyone without consent must not be filmed.

There have been two raised concerns, but these have not been substantiated and so there remains no safeguarding incidents during the year.

Recruitment, Training

Katherine has worked on the required Safer Recruitment procedures for the parish, and these are now in place and ready to be put into practice. We have role descriptions for the various volunteer positions and there are just some induction procedures outstanding.

We have worked on ensuring all who are in contact with children or adults with safeguarding needs have completed the necessary training and this included our welcome team and home groups.

Following Safeguarding Sunday in November an invitation was issued to the whole church family to complete the basic training. I am pleased that some have taken this up and a parish group session is planned for February / March.

Following a reported Data Breach in August 2025 a hold was placed on all DBS checks. A temporary provider was secured but the appointment of a permanent new DBS provider is still ongoing, with some questions to be answered. The process has become somewhat frustrating for those applying for a DBS. Hopefully it will be resolved soon.

There are currently 35 individuals with DBS checks.

14 PCC members (Including 2 Churchwardens)

9 working with children

4 Pastoral Assistants

5 Open the Book

1 Director of music

1 working with adults

1 PSO

And 7 DBS are pending at this time

2 PCC (new)

1 PA (renewal)

1 Bell lead (renewal)

3 adults (new)

Conclusion

See It, Hear It, Report It.

The church should be a place in which the most vulnerable individuals, adults or children, are safe and feel supported. Whilst we have the policies in place and individuals trained, we need to remember that it is the responsibility of each one of us to look out for the children, young people and those adults with safeguarding needs in our parish, and take immediate positive action if we have concerns.

- **Children, Youth and Family Work**

The year we continued our employment of two part-time Young People and Families Leaders to coordinate our children's and youth work, especially taking the lead on Trackers and Ignite groups. The children's corner in Baynards chapel offers colouring, books and toys and this is popular with under-fives and their families.

Service pattern

In all our services children of all ages are welcome, and as a church we think it is important that children can be children in church. Each week, the 10am service is aimed at all ages, so worship and fellowship can be enjoyed together. The first Sunday is a more informal service of the word with the remaining Sundays being All-Age Communion, during which our Trackers group for children up to year 6 has been running as well.

During communion services we have made accommodation for those who are younger or have special educational needs by providing a visual timetable for people to track where we are in the service.

We are delighted that some of our young people now choose to sing with the band on the first and third Sundays of the month.

Trackers

Trackers has been running in each 10 o'clock service with the exception of the first of the month which is an all age service where accommodations are made to make the service more accessible.

On the 2nd, 3rd, 4th and 5th Sundays of the month the 'Trackers' Group meets in church and is prayed for with the whole church before going out to the St Andrew's room for their own teaching. Teaching follows a programme of study called "Click" by the Good Book Company. The curriculum provides a structure that spans over four years and works with age ranges from 3-5, 5-7 and 7-12, allowing for future development of other groups as numbers grow. The use of this curriculum was in response to leaders wanting to work "off lectionary". This year Trackers ran throughout August with some success allowing for more consistency for families. A few of the older children sometimes volunteer to help with the running of Trackers who give a welcome extra pair of hands and some extra energy.

Ignite

Ignite is our teenager group which was set up to provide for our youth ages 11-16 meeting twice a month. We have 8 – 10 teenagers who regularly attend. The session is made up of an activity such as Win It In A Minute challenge, Legomasters, Edible Art, Recycle Upcycle Challenge and quizzes. At the end of the evening, we then have the God spot where we discuss issues relevant to the teens such as friendships, families, peer pressure and bullying but also to see where God figures in these issues and how He can help us.

We also held a movie night for all Teens and Tweens to attend at Christmas and 16 young people attended a showing of "Elf" and managed to eat 7 pizzas between them!

Little Nic's Baby and Toddlers

Little Nic's Baby and Toddler Group has continued to run every Friday in term time.

We have extended our time and now start at 9.30. This is so that those adults who drop children at school or nursery at 9.00 and live too far away to go home again do not have to wait too long in the village before we open. This has been appreciated by many.

We always have a good number of children each Friday and we are pleased to see they bring a range of adults, not just parents but grandparents, aunts and uncles, friends and childminders.

We continue to have a time of free play and a craft linked to our story that week, serve snacks and drinks and finish with a simple Bible story, singing and our goodbye song.

Some people come every week, others occasionally but we extend a warm welcome to all and aim to be a core activity to reach out to parents and toddlers, as well as other adults caring for young children and connecting them to the life of the church.

We are very grateful for the team of volunteers who regularly give their time to help run Little Nic's.

One such volunteer was Janet Lillywhite and it was with great sadness that we heard of her very sudden death in February 2025, she is much missed by us all.

Toddler Praise

This group meets in the Church Rooms for 40 minutes every Wednesday 9:30 to 10:10 and occasionally in the church.

It is run by Ann Beresford for parents and toddlers to enjoy making music together through singing, movement and playing instruments. Ann leads from guitar and among the familiar toddler songs introduces ones which share stories of the love of God and His world.

Ann would be very happy to have a helper if anyone is interested.

Schools and Open the Book

In term time there are weekly assemblies in the Church of England school. We are also from time to time invited to local schools to assist in RE lessons. Acorn Nursery, Longacre, Duke of Kent, and Park Mead Schools also used the church for carol services at Christmas.

St. Nicolas Church has been taking part in 'Open the Book' since May 2023 at St. Cuthbert Mayne School (weekly) and Park Mead (fortnightly). This has extended also to the Church of England School (once a half term). We have a team of 12 volunteers from three different churches in Cranleigh. We are currently telling stories about Jesus and his miracles. The children in all three schools thoroughly engage and enjoy the assemblies and members of the OtB team are regularly recognised when out and about in the village!

Occasional Events

We have continued to try and include the young people wherever possible in services such as Christmas, Easter and Mothering Sunday.

The singing group now regularly has a couple of the young people singing with them, and we will continue to encourage them to do so, and for others to join them.

Cranleigh Mothers' Union

We are a membership of 76 of which 6 are now what we call twilight members as they do not leave their homes or are in care/nursing Homes. We have enrolled 5 new members.

On an average monthly meeting over the last year we had attendance of 30. During the year we have speakers, coffee mornings and lunches.

Our MU communion is on the 4th Friday of the month and is attended between 20-30 which is at 10am in Church. We help at Cedar Court Nursing Home and Knowle Park Care/Nursing Home once a month with a short service at which our members support the clergy.

- **Sewing/Knitting Group**

We meet most Mondays between 10-12noon in St Andrews Room. Not all ladies or visitors are church goers, and are happy to part take in any projects. A very happy and social group.

We now have a total of 30 ladies, who have been over the last year, and we tend to have 22+ each week.

We are happy to do mending for anyone that comes to see us, also do our own projects, plus church mending, outfits and mending for open the book and any other church groups that ask. Our last project was for Christmas crackers which we made 240 for giving out on Christmas Day after the service.

- **Christmas Festival**

We held our Christmas Tree festival over the first weekend in December, with 35 trees on display. We were delighted to have a number of new entrants this year, and were pleased to see that one of these new entries won Overall Best in Show with their 'Where's Wally' tree.

We raised over £3000 for church funds. This was in no small part thanks to the continued generosity of Hans Christmas Andersen (Santa Fir Christmas Tree Farm, Guildford Road, GU5 0SQ) who donated all 35 trees, as well as our two Church Christmas trees.

- **Social Events**

Events organized by the Social Team during 2025 starting with a Quiz Evening with Fish and Chip Supper in March, attended by 60 people and for which rector Roy Woodhams as expert Quizmaster provided 9 excellent rounds of quizzing. The evening was an enormous success.

There was also a much-appreciated Harvest Lunch attended by 80 people at the beginning of October, with an attractive range of delicious food.

After the Rector's Sunday afternoon concert, also in October, the Social Team provided tea and a beautiful array of cakes in the Church Rooms providing a chance for the audience to meet socially.

- **The Rectory Fête**

We were again blessed with good weather and attendance at our Rectory Fete this year and raised a total of £7,904 thanks to the generosity of the church and village community.

The basic format was very similar to last year with entertainment running continuously throughout the day which, even with the very high temperatures encouraged people to stay. The Horsham Brass Band and the singing groups again proved very popular.

We had a number of new people running stalls this year for the first time which was greatly appreciated.

- **1170 Charity**



1170 is a separate Charity with the intention of raising money for the maintenance of this Heritage building. Although there is representation from the PCC, Trustees are drawn from the wider community. This year Jane Briggs retired as chair of the Trustees, as a well known and respected member of the Village we have been very grateful for her leadership and we are delighted that she will continue to be involved with the organisation of the 1000 Club. Derek Trawber has stepped up to be the new chair having already been a Trustee. He is a key member of Cranleigh Lions.

A successful Heritage Day was held and a concert by Queen Six encouraging the wider public to attend events in the wonderful community and Heritage building that is St Nicolas.

A request from the PCC for help with the cost of the guttering and work on the South aisle roof was agreed and £4000 was given.

- **Outreach and Annual Mission Giving**

St Nicolas' church family are very mindful of the need to focus both locally and in the world at large in supporting charities financially.

St Nicolas through the deliberations of the Outreach & Mission Team and the support of the Church Council has included charities and organisations with whom we have an existing relationship and a couple that are new to us. The financial support is indicated.

In 2025 grants were made to the Rowley's Centre for the Cranleigh Community (£1000), Jigsaw Plus (£2,000) based in Dunsfold Park with its commitment to supporting young adults with Autism.

Similarly, support is given to A Rocha UK (£2,000), a Christian charity focussed on advising and supporting churches across the UK in practical ways on how to protect and restore the environment – for God, nature and all people. St Nicolas through the practical efforts of the Church Family have achieved the silver standard award with work continuing to achieve the gold standard.

Ride 4 A Woman (£500) is aimed at helping women socially and economically in the local community of Bwindi, Uganda. In particular, our financial support is focussed on helping meet the costs of a child being able to go to school, so desperately needed.

Hope into Action (£1000), through prayer, invests to fight the injustice of homelessness by acquiring property that provides much needed homes.

United Society for Partnership in the Gospel (£1000), partners with churches and communities worldwide in God's mission to enliven faith, strengthen relationships, unlock potential and champion justice.

A donation of £1,500 was made to Wintershall specifically for the Education Programme and acknowledged as restricted for that purpose

It was agreed that the remaining balance of £1000 was placed in a restricted account with St Nicolas Church, for supporting costs associated with outreach activities. Recommendations for drawing on these funds for an Outreach activity to be made by the Outreach Team and agreed with the PCC

- **Letting and Rental Income**

The hiring out of the Church Rooms brought in approximately £27,000 this year. In addition to hiring out the church rooms they are well used by the Parish for a variety of Church and Community activities including the Toddler group, Mothers' Union, PCC meetings, refreshments after services, social committee events and other social gatherings.

The curate's house in Orchard Gardens has continued to be let out for 2025 whilst a property owned by the Diocese is being rented for the current curate.

- **Parish Magazine**

During 2025, we continued to produce and distribute a full colour, glossy magazine each month, thanks to the efforts of everyone on the magazine committee. The members of the committee were: Margie Nursey, Josephine Scurry, Fiona Cantelo, Jackie Vale, Nicola Craven-Smith, Michael Wild (who acts as our in-house photographer), Peter Bond and Annie Cotterill, who oversees magazine distribution and the final few information pages of the magazine.

Each month, one of the five people on the editorial team – Margie Nursey, Josephine Scurry, Nicola Craven-Smith, Fiona Cantelo and Peter Bond - kindly give their time to put the magazine together.

We are very grateful to the people who send in articles for publication each month, but we are always seeking interesting new articles and photographs from other contributors. This year, largely due to the efforts of Michael

Wild, we continued to include a series of in-depth profiles of members of our church community. We also produced a special issue dedicated to Roy Woodhams, who retired as Rector on 19 October.

The print run for each month was 400 copies, most of which were distributed by 32 volunteers to homes and public buildings in the village. We are most grateful for their assistance. We also continued to leave copies of the magazine in the church for individual purchase. In addition, 15 copies are posted each month to interested organisations and people who have moved away.

Subscribers are able to make payments either by internet banking or by cheque/cash given to the magazine treasurer, Jackie Vale, who then provides an invaluable service by logging and paying in the subs.

We are pleased to report that the income from advertising and subscriptions exceeded the expenditure, providing additional funds for the church. Once again, Nicola Craven-Smith did a splendid job of chasing up and liaising with advertisers, and all slots were filled. Due to the prevailing commercial pressures on businesses, we decided to keep the same advertising rates during 2025, but introduced a modest increase for 2026. The cover price of each magazine also remained the same.

Many thanks to our printer, C&A Tickner Ltd., who has been most helpful and supportive, producing a high quality product for our readers.

- **Stewardship Recorder's Report**

The table below provides some details of regular Church income.

A Parish Giving team was set up to look at ways to increase our parish giving, working off the Cornerstones initiative from the Diocese.

Donation Scheme	2025
PGS Donations	£47773.37
PGS Gift Aid received	£11412.25
No. of PGS Givers	49
Standing Orders, Blue & White Envelopes Gross	£54621.03
Gift Aid on Standing Orders, Blue & White Envelopes Gross	£13655.29
Gift Aid Small Donation Scheme St Nicolas	£1671.30
Gift Aid Small Donation Scheme Elmbridge	£272.37

FINANCIAL REVIEW

Summary

Total income for the year was £312,720 (2024: £261,130) of which £242,444 was in the General Fund (2024: £249,870). The principle causes of the increase over previous year being a grant from Surrey Council towards the Kitchen and some legacies.

Total expenditure in the year was £307,756, an increase from £243,379 in 2024. The majority of this increase was for the new Kitchen in the church rooms at £35,911. Additionally, maintenance costs on church buildings and church yard continue to increase and this year represents a further increase over last year of £3,633.

Total reserves at the end of 2025 (excluding those relating to fixed assets) were £172,421 (2024: £167,386). The increase in reserves reflects a surplus in the Building Fund of £7,915 and a further increase of £4,146 in funding for our Outreach Leaders. This is offset by a reduction of £7,097 in the general funds.

Unrestricted Funds

In 2025 the General Fund shrank by £7,097.

Although in Total General Fund income increased to £312,720 from £261,130 in 2024. A significant part of the increase came from legacies and grants while other income was really rather static.

Expenditure in the General Fund of £249,041 increased by £20,113 with expenditure on employment costs and churchyard maintenance being the bulk of this. The churchyard costs were driven in the main by Tree maintenance.

Restricted Funds

Restricted Funds increased by £2,313 from £1,308,169 at the end of 2024 to £1,310,482 at the end of 2025. This is a net movement of the aforementioned funding for a youth leader and a decrease in the building fund. Of the total £1,280,000 relates to Land and Building fixed assets which were unchanged in the year.

Investment policy

It is not the policy of the PCC to speculate when investing reserve balances, but it is the policy to maximise financial returns whilst taking a low approach to risk. During the year the PCC retained its holding of income shares in The CBF Church of England Investment Fund as a means of improving financial returns on its reserves in the medium term. Other reserves, not required for short-term working capital requirements, are held on deposit with the Central Board of Finance of the Church of England benefitting in the year from higher interest rates.

Reserves

Total reserves at the end of 2025 were £1,452,421 an increase in the year of £5,035 reflecting the surplus generated in the year

Tangible Fixed Assets account for £1,280,000 of reserves leaving a balance £172,421 for future expenditure and working capital requirements of the Parish.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three months' expenditure of the General Fund. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Approved by the Parochial Church Council on 11 / 03 / 2026 and signed on its behalf by:



13th April 2026

Chair

Date

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

BALANCE SHEET

AS AT 31 DECEMBER 2025

			2025		2024	
		Note	£	£	£	£
FIXED ASSETS						
	Tangible	5		1,280,000		1,280,000
	Investments	6		19,897		19,897
				<u>1,299,897</u>		<u>1,299,897</u>
CURRENT ASSETS						
	Debtors	7	13,201		13,397	
	Short term deposits		120,461		114,700	
	Cash at bank and in hand		<u>42,810</u>		<u>42,148</u>	
			176,472		170,245	
CURRENT LIABILITIES		8	<u>(23,948)</u>		<u>(22,756)</u>	
NET CURRENT ASSETS/ (LIABILITIES)				152,524		147,489
TOTAL ASSETS LESS LIABILITIES				<u>1,452,421</u>		<u>1,447,386</u>
PARISH FUNDS		9 & 10				
	Unrestricted			141,939		147,914
	Restricted			1,310,482		1,299,472
				<u>1,452,421</u>		<u>1,447,386</u>

Approved by the Parochial Church Council on March 11th 2026 and signed on its behalf by:



Chairman



Alistair Smith ACMA
Hon. Treasurer

The notes on pages 20-27 form part of these accounts.

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2025

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the relevant requirements of FRS102 (Financial Reporting Standards); the recommendations of the SORP 2015 (Statement of Recommended Practice) and the selection of appropriate accounting policies that comply with FRS102 and the SORP (2015).

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

Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Other funds, designated for a specified purpose by the donor, are held as Restricted Funds.

Incoming resources

Voluntary income

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in note 10, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Regular giving under Gift Aid is recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the funds are received into the PCC bank.

Other income

Rental income from the letting of church premises is recognised when the rental is due. Income raised through parish activities and similar events is accounted for gross.

Income from investments

Interest and dividend income, which is received gross, is accounted for when it is received.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2025

Resources expended

Expenditure is generally recognised when it is incurred and is accounted for gross.

Grants

Grants are made under Mission Giving each year up to the maximum the PCC considers reasonable and affordable.

Activities directly relating to the work of the Church

The Diocesan Parish Share is paid to the Guildford Diocesan Board of Finance in accordance with the amount advised annually. The Parish Share covers an allocated share of total Diocesan ministry, education, development, management and administration costs. The amount payable for the year ended 31st December 2024 has been paid in full.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold Land and Buildings

Freehold Land and Buildings are included in the accounts at their open market values. The last valuation was carried out for the 2019 accounts

Other fixtures, fittings and office equipment

Individual items with a cost of less than £10,000 are written off on acquisition.

Investments

Investments are included in the accounts at their market value on the 31st December.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits represent cash held on deposit with the Central Board of Finance of the Church of England.

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

For the year ending 31 December 2025

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2025	2024
	Note	£	£	£	£
INCOMING RESOURCES					
Voluntary Income	2(a)	144,429	14,117	158,546	157,130
Other voluntary incoming resources	2(b)	26,021	-	26,021	5,000
Incoming resources from charitable activities	2(c)	92,058	-	92,058	93,127
Income from investments	2(d)	6,028	-	6,028	4,732
Other incoming resources	2(e)	-	30,138	30,138	1,141
TOTAL INCOMING RESOURCES		268,536	44,255	312,791	261,130
RESOURCES EXPENDED					
Cost of generating voluntary income	3(a)	86	-	86	97
Charitable activities	3(b)	10,000	-	10,000	10,000
Church activities	3(c)	195,453	45,882	241,335	191,312
Activities related to generating funds	3(d)	22,692	-	22,692	14,855
Church management and administration	3(e)	33,643	-	33,643	27,115
TOTAL RESOURCES EXPENDED		261,874	45,882	307,756	243,379
Net gains/(losses) on investments	6	-	-	-	-
NET INCOMING / (OUTGOING) RESOURCES		6,662	(1,627)	5,035	17,751
BALANCES BROUGHT FORWARD AT 1st JANUARY 2025					
		139,288	1,308,169	1,447,457	
BALANCES CARRIED FORWARD AT 31st DECEMBER 2025					
		145,950	1,306,542	1,452,492	-

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2025

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2025 2024 £ £	
2(a) Voluntary income				
Regular giving from donors	93,553	14,117	107,670	107,088
Collections	15,096		15,096	14,286
Sundry donations	14,740	-	14,740	10,125
Income tax recoverable on Gift Aid	21,040	-	21,040	25,631
Total 2025	144,429	14,117	158,546	-
Total 2024	147,170	9,960		157,130
2(b) Other voluntary incoming resources				
Legacies and Grants	26,021		26,021	26,021
Total 2025	26,021	-	26,021	
Total 2024	5,000			5,000
2(c) Incoming resources from charitable activities				
Church rooms letting and rents	28,424		28,424	24,000
Magazine income	5,757		5,757	6,976
rents	33,519		33,519	33,819
Miscellaneous sales	391		391	1,616
Fees paid to the PCC	9,940		9,940	12,549
Church events and fundraising	14,027		14,027	14,167
Total 2025	92,058	-	92,058	
Total 2024	93,127			93,127
2(d) Income from investments				
Dividends	417	-	417	417
Interest	5,611	-	5,611	4,315
Total 2025	6,028	-	6,028	
Total 2024	4,732	-	4,732	4,732
2(e) Other incoming resources				
Grants		30,138	30,138	1,141
Total 2025	-	30,138	30,138	
Total 2024	1,141	-		1,141
TOTAL INCOMING RESOURCES	268,536	44,255	312,791	
Total 2024	251,170	9,960		261,130

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2025

3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	Total Funds	
			2025 £	2024 £
3(a) Cost of generating voluntary income				
Stewardship costs	86		86	97
Total 2025	86	-	86	
Total 2024	97	-		97
3(b) Charitable activities				
Mission giving	10,000	-	10,000	10,000
Total 2025	10,000	-	10,000	
Total 2024	10,000	-		10,000
3(c) Church activities				
Ministry: Diocesan parish share	116,005		116,005	116,005
Rector's housing	1,964		1,964	947
Rector's working expenses	3,020		3,020	2,987
Curate's housing	16,676		16,676	22,310
Curate's working expenses	1,004		1,004	1,124
Church running expenses	14,085		14,085	14,496
Church maintenance	20,212	35,911	56,123	18,079
Upkeep of services	2,372		2,372	2,547
Employment costs	6,576	9,971	16,547	6,100
Young People's Minister activities	454		454	574
Upkeep of churchyard	13,085		13,085	6,143
Total 2025	195,453	45,882	241,335	
Total 2024	177,361	13,951		191,312
3(d) Activities related to generating funds				
Magazine expenses	5,315		5,315	4,752
Church Rooms expenditure	16,075		16,075	9,137
Other expenditure	1,302		1,302	966
Total 2025	22,692	-	22,692	
Total 2024	14,855	-		14,855
3(e) Church management and administration				
Audit fees	2,500		2,500	3,000
Administration	7,944		7,944	7,333
Employment costs	23,199		23,199	16,782
Total 2025	33,643	-	33,643	
Total 2024	27,115	-		27,115
TOTAL RESOURCES EXPENDED	261,874	45,882	307,756	
Total 2024	229,428	13,951		243,379

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 December 2025

4 STAFF COSTS

	2025 £	2024 £
Wages and salaries	39,746	22,882
	<u>39,746</u>	<u>22,882</u>

these costs reflect all employment costs incurred by the parish

5 FIXED ASSETS

Tangible fixed assets

Consecrated and benefice property are not included in the accounts. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory.

The Church Rooms, adjoining office and Hazelwood Room (valued together) and 22 Orchard Gardens are included at open market including land values as revalued by Oxborough Chartered Surveyors for the 2019 accounts.

Office and Church Rooms equipment with an individual value greater than £1,000 had previously been capitalised and depreciated. In 2021 the Fixed Asset policy was changed to only capitalise individual assets with a value greater than £10,000 of which there have been none in recent years. The remaining book value of the equipment assets has been fully depreciated since 2021.

Whilst there was significant expenditure on the new Kitchen it has been decided not to include i

	Buildings £	Equipment £	Total £
Open Market Value			
Church Rooms	735,000		735,000
22 Orchard Gardens	545,000		545,000
Sub total buildings	<u>1,280,000</u>		<u>1,280,000</u>
Equipment Original Cost		14,259	14,259
Additions in year	-	-	-
Total	<u>1,280,000</u>	<u>14,259</u>	<u>1,294,259</u>
Depreciation			
to 31/12/24	-	14,259	14,259
for 2025	-	-	-
Total Depreciation	<u>-</u>	<u>14,259</u>	<u>14,259</u>
Net Book Value	<u>1,280,000</u>	<u>-</u>	<u>1,280,000</u>

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh**NOTES TO THE FINANCIAL STATEMENTS (continued)**
For the year ended 31 December 2024**6 INVESTMENTS**

	2025	2024
	£	£
Income Shares	19,897	19,897
	<u>19,897</u>	<u>19,897</u>

In August 2022 the PCC acquired 880.20 Income Shares in The CBF Church of England Investment Fund at a cost of £20,000. Given market instability at the moment it was decided it would be prudent not to revalue these this year although the dividends have been recognised in the year

7 DEBTORS

	2025	2024
	£	£
tax recoverable	-	-
Prepayments and accrued income	13,201	13,397
	<u>13,201</u>	<u>13,397</u>

Prepayments and accrued income include amounts due to the PCC at 31st December 2025 but received in 2026, and amounts paid in advance for services received in 2026.

8 CURRENT LIABILITIES

	2025	2024
	£	£
Accruals	24,066	16,590
Deferred income	-	-
	<u>24,066</u>	<u>16,590</u>

Accruals mainly include invoices received after 31st December 2025 for goods and services provided in 2025.

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	-	1,280,000	1,280,000
Investments and bank balances	156,681	26,534	183,215
Debtors	13,201	0	13,201
Current liabilities	(24,066)	-	(24,066)
	<u>145,816</u>	<u>1,306,534</u>	<u>1,452,350</u>

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2025

10 FUND DETAILS	Balance 01.01.2025 £	Incoming Resources £	Resources Expended £	Revaluations Gains/(Losses) £	Transfers £	Balance 31.12.2025 £
Unrestricted						
General Fund	60,504	242,515	(249,541)		-	53,478
PCC Building Fund	78,713	56,159	(35,911)		(10,500)	88,461
Total Unrestricted	139,217	298,674	(285,452)	-	(10,500)	141,939
Restricted						
Outreach Leader's Fund	23,412	14,117	(9,971)			27,558
Church Building Fund	2,902		(12,333)		10,500	1,069
Audio Visual Fund	1,855					1,855
Christmas Day Lunch Fund	-					-
Land & Buildings	1,280,000					1,280,000
Total Restricted	1,308,169	14,117	(22,304)	-	10,500	1,310,482
TOTAL FUNDS	1,447,386	312,791	(307,756)	-	-	1,452,421

We transferred in the year £10,500 to cover costs of the church building fund from the PCC buildings fund.

11 CAPITAL COMMITMENTS

At the year end there were no capital commitments contracted for but not provided for within the accounts (nil at end 2025).



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

The Parochial Church Council of the Ecclesiastical Parish of Cranley
otherwise Cranleigh

**On accounts for the year
ended**

31 December 2025

**Charity no
(if any)**

1131701

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025.

**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 Trust's accounts carried out under section 145 of the 2011 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**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Certified Public Accountants Association.

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

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

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

Signed:

Date:

10th April 2026

Name:

Jane Briggs

**Relevant professional
qualification(s) or body
(if any):**

Certified Public Accountants Association

Address:	Oakwood Business Consultants, Unit 3, The Dairy, Tilehouse Farm Offices,
	East Shalford Lane, Guildford, Surrey, GU4 8AE

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to disclose.

Accounts



Trustees Annual Report and Financial Statements of the PCC

Year Ended 31st December 2024

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Administrative Information

This document is prepared by the Parochial Church Council (PCC) of the Ecclesiastical Parish of Cranley otherwise Cranleigh.

Rector and Advisers:

Rector: Reverend Canon Roy Woodhams

Registered Charity No: 1131701

Bankers: Lloyds Bank Plc
PO Box 1000
BX1 1LT

Independent Examiner: Oakwood Business Consultants
The Dairy
Tilehouse Farm offices
East Shalford Lane
Shalford
Guildford
GU4 8AE

St Nicolas Church Cranleigh is situated in the High Street, Cranleigh, Surrey. It is part of the Diocese of Guildford within the Church of England. The registered name is 'The Parochial Church Council of the Ecclesiastical Parish of Cranley otherwise Cranleigh' and referred to as 'PCC St Nicolas Church Cranleigh.'

The following have served on the PCC during the period from 1st January 2024 until the date of this report unless otherwise indicated. All PCC members serve as a Trustee of the registered charity:

Chair (Rector): The Reverend Canon Roy Woodhams
Curate: The Reverend Erik Heemskerk

Churchwardens: Mrs Susan Clarke
Mr Alan Walton

Hon. Secretary: Mr Paul Jenkins

Hon. Treasurer: Mr Rogan Dixon until APCM 2024

Parish Administrator: Mrs Nicola Craven-Smith without voting rights

Deanery Synod: Mr Maurice Bowles

Mrs Joan Connolly

Mr Bryn Jones

Miss Margie Nursey

Mrs Sandra Keeping

Elected Members: Mrs Jane Etherington until APCM 2024

Mr Richard Tuck from APCM 2024

Mr Bill Rothwell

Mrs Susan Knight

Mr Nigel Lynn

Mrs Steff Shepherd

Mr John Watson

Mrs Alison Hendy from APCM 2024

Dr Susan Tresman from APCM 2024

Mrs Katherine Tuck until APCM 2024

Vision Statement

St Nicolas Cranleigh – Caring, Sharing & Daring

A Community Growing in Faith, Hope and Love, Reaching into the heart of the local community, Leading all to the liberating truth of Christ.

To achieve this, we seek:

- to be an inclusive church, welcoming all in the love of Christ
- to be a light shining in the community
- to uphold Christian values
- to make a stand for truth and justice on issues local, national and international
- to respond to the changing culture of the 21st Century
- to deepen our faith and understanding of what it means to be Christian
- to encourage 'All Member Ministry' – we all have a part to play in church life and promoting Christian values
- to be a church representing the whole age and social profile of the community
- to encourage the building of Community Spirit within the Village
- to grow our current membership

At the heart of everything we do are our 3 F's: Faith, Family and Friendship. You will find us Welcoming, Caring, Listening, Supportive, Passionate and Engaging.

Safeguarding

The PCC is committed to Safeguarding all Children, Young People, Victims of Domestic Abuse and Vulnerable Adults.

Public Benefit

As the Parish Church for Cranleigh, St Nicolas is open to all denominations for Christian worship. The Church is at the heart of our community and open every day. It is an active Church with a wide age range, aiming to show the love of Christ through all we say and do. There are a rich variety of services to suit different ways of worshiping God ranging from Common Worship Holy Communion to informal Family Services, traditional 1662 Holy Communion and Evensong. Furthermore, St Nicolas appeals to young people and families with an increasing breadth of Christian fellowship, activities and events.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 and is registered with the Charity Commission.

The day-to-day management of the PCC is vested in the Rector (the PCC Chairman) with support from the two Churchwardens and many other volunteers.

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.

Statement of Trustees' Responsibilities

The trustees (members of the PCC) are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees 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:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient 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, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are 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.

Standing Committee

This is the only committee required by law and must have not less than five members; the Rector, two Churchwardens and two others appointed by members of the PCC. The Standing Committee has the power to transact the business of the PCC between PCC meetings, subject to any direction given by the PCC.

PCC Meetings

In 2024 there were 6 PCC meetings and the APCM held on 17th April 2024. All meetings were in person.

Team Structure

It is intended that all PCC members serve on at least one of the teams, thus providing the means for the PCC to enquire upon any points raised within team meeting minutes presented to the PCC. Some teams meet on a regular basis whilst others are brought together to plan and organise specific events or activities. The teams include:

- **Finance Team**

The Finance Team includes a Chair, the Treasurer, the accounts bookkeeper, a Churchwarden and the Stewardship Officer. The team oversees the financial governance and day to day finances of the Church. It monitors all income and expenditure, sets the Annual Budget and prepares the Annual Report and Financial Statements. It is responsible for establishing an overall system of financial controls, including establishing financial policies, and for bringing to the PCC items which the PCC are required to approve. The Stewardship Officer is responsible for monitoring and maintaining confidential records of all planned giving including the claiming of gift aid.

- **Buildings Team**

The team is chaired by a Churchwarden and focuses on the maintenance of the Church, Churchyard, Church car park, Church Rooms and the curate's house. The Buildings Team has authority to carry out minor works, and to make recommendations to the PCC via the Finance Team, where appropriate, for major repairs or alterations including any matter involving a faculty or Archdeacon's certificate.

- **Young People's Team**

The Young People's team was formed to coordinate support for young people and families.

- **Magazine Team**

The team oversees all matters concerning the Parish Magazine relating to editorial, advertising and financial management.

- **Outreach and Missions Team**

Establishes and maintains practical contact with the missions and charities supported by St Nicolas, reviews local outreach opportunities and identifies local, national and international missions /charities to whom St Nicolas Church's annual mission funding can be made. The team's recommendations are reviewed and agreed by the PCC prior to grants being made.

- **Social Team**

Advises, initiates, promotes and assists in providing a range of social activities to appeal not only to the Church congregation but also to the wider community.

Risk Management

The PCC addresses the key areas of risk management regarding safeguarding and health and safety. Insurance prevails on major risks and a Fire Risk Assessment and Health and Safety Report are formally documented and regularly reviewed. Risk assessments are carried out on all activities and events which are the responsibility of the PCC.

St Nicolas, Cranleigh has adopted the Church of England 'Promoting a Safer Church' Policy Statement, the House of Bishop's Practice Guidance and supporting Diocesan Safeguarding Protocols.

The PCC maintains a Finance Committee with relevant or related professional experience. The committee regularly reviews financial governance, updating its terms of reference and its policies as required.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Roy Woodhams, in promoting the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has responsibility for financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, and curate's house. It also must agree to any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC gives careful consideration to the Charity Commission's general guidance on public benefit.

Parishioner and Church Member Involvement

The PCC is continuously indebted to all parishioners who give their time and talent to care for all aspects of Church life. Through the various teams, Church groups and individual volunteers, all aspects of worship, social activities, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of faithful helpers, upkeep of the services provided and the Church property, would not be viable.

Mission Giving

The policy of the PCC is to make Mission Giving grants each year equivalent to 10% of agreed income streams. In 2020 and 2021 concerns over income levels meant that Mission Giving in these years was restricted. However, since 2022, using planned giving income as a base, Mission Giving was increased, although grants are still below the 10% target.

REVIEW OF THE YEAR 2024

Church attendance

2024 Electoral Roll: There were 304 parishioners, representing a decrease of 7 on 2023.

In-person attendance at church services:

The average weekly attendance at services on a Sunday is stable at 132, with between 10 and 20 attending live via livestream, and rather more (50-60) watching on catchup.

Easter attendance (395 this year compared with 198 last) received a boost this year from our Baptism/Confirmation service on Easter Eve.

Christmas services were popular, with a total of 999 attending services on Christmas Eve and Christmas Day, compared to 867 last year. Around 100 viewers watched the Carol Service online (live or within 7 days).

Services

The Sunday pattern of services continued for 2024:

8 am Every Sunday - Communion service

10 am 1st and 3rd Sundays - All-Age Worship 1st Sun and All-Age Communion 3rd Sun

10 am 2nd, 4th and 5th Sundays, Parish Communion followed by

11.30 am 'Discovery' service – worship, teaching and prayer with families in a contemporary style.

6 pm 1st and 3rd Sundays - Evening service fortnightly alternating between Choral Communion and Evensong

The 10am service continues to be live streamed via our YouTube channel 'St Nicolas Church Cranleigh' each week.

Other events this year

Barbara Pearson and helpers hosted another popular Betty's Tea Room.

The Social Team laid on a board games afternoon, a Desert Island Discs evening and a sumptuous Harvest Lunch.

The Rectory Fete was much enjoyed by all, with better weather this year.

The '1170' team helped arrange the successful 'Queen's Six' concert in church, and laid on another interesting and well-attended Heritage Day in the church, with an exhibition of church records and registers, organ demonstration and tours of the bell tower.

The Rector entertained with an afternoon concert of piano and organ music in October.

The return of the Nativity Festival was welcomed and enjoyed by hundreds of visitors.

All these events were a good way of promoting community spirit and also provided a welcome boost to church funds.

- **Fellowship groups**

A number of home groups operate in the parish, and there was another Lent series, this year following a diocesan focus on 'Jesus and calling'.

- **Eco church**

We were delighted to achieve Silver in our Eco church quest and are now travelling the road towards a Gold award.

- **Card reader**

We acquired a free new card reader from the diocese which was installed in March at the back of church. This works well although still occasionally suffers from a dropped WiFi connection.

- **Buildings**

Orchard Gardens continues to be let through Hestia Lettings and Management of Cranleigh. This provides income to cover the rent on the curate's house in Charts Close (owned by the Diocese of Guildford) with the balance contributing to costs of readying Orchard Gardens for letting.

The church has had a repair to a 14th Century pillar (close to the organ console) and arch which neighbours the Lady Chapel and Chancel. The damage was caused by rain water ingress from the external walls. Repairs included re-plastering of the pillar and coating of the external walls with a breathable waterproof membrane. Extensive repairs to the rain gutter fascia boarding, rain gutters and downpipe pipe were also required. Whilst undertaking the roof repairs the builder identified and repaired cracked tiles to the lady chapel roof (this roof will require retiling in the next 5 years +). It is likely that this external water ingress is the cause of damage to the Lady Chapel window art work.

Smart Meters for electricity and gas were fitted to the church and church rooms.

Two Hive thermostats were fitted in the church rooms for the two boilers.

External drainage work was undertaken in the Spring to prevent further blockages in the ladies toilets of the church rooms.

Two new electric, oil fired heaters were installed in the church office and Hazelwood room, as well as a new fire door between the office and St Andrews.

Annual safety checks were completed in our buildings for gas, electric (inc. PAT of all portable electrical equipment and RCD fuse box testing). In addition the checks also included the church lightning conductor check and pest control.

Ash Die Back - Ten trees behind the church offices and rooms were reduced with approval from the Tree Officer, Waverley Borough Council.

The annual cleaning of rain gutters and downpipes was completed for the church and church offices and church rooms.

- **Church Rooms**

We were sadly unsuccessful in our application for a grant from Biffa for refurbishing the St Nicolas kitchen, so the Church Rooms Management Committee is now considering the next step.

- **Car Park**

Since December 2023, our car park is managed by Euro Car Parks and we are very pleased with calmer usage. Church members on church business can have their registration number added to an exemption list so that they can park without a fee. Other users are asked to pay a charge starting at £1 for two hours.

The car park is raising an average of £650 per month towards church funds.

Our hirers have reported that their members now find it easier to get a space when attending their activity in the halls, and misuse of the car park has drastically improved.

With permission from Waverley Borough Council, we had the overhanging trees cut back to allow for pleasanter parking conditions.

- **Prayer**

We thank God for the many members of our church who across the year have spent hours praying for the Lord's work here in Cranleigh, and we ask you all to continue to pray for the Lord's blessing and guidance over all we do at St Nicolas Church.

- **Elmbridge Village**

Tuesday services in Elmbridge Village have continued to prosper. We average 25/30 residents attending our services. For special services we get more, such as our Carol Service in December when we got close on 90 residents attending. Our Remembrance Sunday Service, saw similar numbers attending. We were joined by the Godalming Brass Band and their bugler played a very moving "Last Post" for us. The retiring collection made a significant donation to The Royal British Legion. We tucked into mulled wine and mince pies afterwards!

In October we enjoyed a visit from the choirs of Viborg Diocese churches. This combined youth choir from Houkaer and Ikast churches entertained us to some wonderful, traditional songs in both Danish and in English. It was a lovely mix of religious and secular songs.

Our Bible Studies Group meet fortnightly, on Friday afternoon, they number 15/20.

We are also fortunate to have Revd Allan Taylor as our Chaplain. He visits us on Tuesdays and Fridays most weeks. His visits are very welcome to many of our residents, especially following the effects of Covid and in bringing comfort and company to the bereaved or those living alone.

Our Faith Group meets every few months to plan our services. This year our services continued to embrace as broad an ecumenical plan as possible. In addition to our Anglican services, led by Rev Roy and Rev Erik, we have had services led by Fr Alistair, Rev Paul Glass, Rev Allan Taylor and several of our in-house leaders as well. This year we are planning to provide more extensive services over Easter week.

Sadly, we have lost several of our Christian community at Elmbridge this year, but we have also had a number of new members moving into the Village. Our Christian Community at Elmbridge Village continues to prosper, and we look forward to a peaceful year ahead.

- **Choir and Music**

Michael Clarke continued to lead the choir and music group/band in providing musical support for services in St Nicolas.

For the choir this meant morning Parish Communion on 2nd, 4th and 5th Sundays, an evening Choral Communion on 1st Sundays, and Evensong on 3rd Sundays. It has proved difficult to resource a full Choral Evensong every month, so in 2024 Choral Evensongs took place in February, March (on Easter Day), May, June, September and November, and simpler Evensongs (Ferial Responses and chanted canticles, which also allow for greater congregational participation) on other 3rd Sunday evenings.

Our biannual partnership with the choir of St James's Shere continued. Since we had had three joint events in 2023 there was one this year, a service of words and music in St James's for the evening of Palm Sunday, which was again a great success.

The choir also sang at a number of weddings and funerals during the year, at midweek services for Ash Wednesday, Maundy Thursday and Ascension Day, at the Confirmation Service in March, and at the Christmas Carol Service, joined again for the latter by singers from other Cranleigh churches and 'extras' from our own congregation. Finally on the social side the choir had a delayed Summer Dinner in September and their usual Advent Supper after the Advent Carol Service.

The band was responsible for supporting the music for All Age Worship and Communion services on 1st and 3rd Sunday mornings respectively, as well as for the Christingle Service and two Crib Services in December. It was great to have the band and the choir involved together in the (2nd Sunday) All Age Communion on Mothering Sunday, the Family Communion on Easter Day, and Erik's first communion service.

- **Bell Ringing**

2024 was not without incident, when in April, Bell 4 broke unexpectedly whilst ringing. With the other bells down, a visit to the belfry revealed not just the expected broken stay but also the pit-end brace of the bell (an inch-thick, cast iron cross piece) still in place, but now broken into three pieces.

Fortunately two bell hangers were able to visit us quickly and give us the go-ahead to start ringing again, having missed just one Sunday, one evening practice and, unfortunately, one funeral.

Our Tower Captain worked hard getting quotes for the repair of our bell frame, the paperwork for the grant, and permissions from the Diocesan Advisory Committee. We were fortunate to receive a grant from the Guildford Diocesan Guild of Church Bell Ringers Restoration Fund and no faculty was required. We are pleased to say the repair was completed in September by Whites of Appleton and all is good.

The band enjoyed a tower outing to five other churches in Spring and had a wonderful time together, albeit with various success at ringing other bells.

We had a stall at the rectory fete this year which was well received. We had a fun time, many people came and spoke to us and even though we made no profit we will be back again next year.

Finally we have to mention two of our young ringers, Theo de Vos van Steenwijk and Jenna McDermott who represented St Nicolas in the Guildford team at the annual Ringing World National Youth Contest in London, and led the band by calling the changes. The team competed in the 6-bell call changes category at St James, Garlickhythe. The award ceremony was held at a private event in St Paul's Cathedral and we are very proud to say Guildford finished a very respectable joint 5th place out of 14, in the 6-bell call changes category, with a score of 7.5 out of 10!

- **Child and Adult Safeguarding**

PCC Actions

In July 24, the PCC agreed to continue to adopt the Diocese Safeguarding Policy and ensure that the PCC will comply with the duty to have due regard to the House of Bishop's Practice Guidance.

Brian Boxall the Parish Safeguarding Officer (PSO) attended a PCC meeting early in the new church year, to introduce himself to new members, and to remind all members of their safeguarding duties and the responsibilities of the PCC. Safeguarding is a standing PCC agenda item.

Bryn Jones was appointed the PCC safeguarding rep. He has started to work closely with the PSO.

The Parish Dashboard is a Diocese tool which measures the level of safeguarding measures within a parish. The challenge for 2025 is to ensure the Parish reaches level 3 on the dashboard. .

There have been no reported safeguarding incidents during the year.

Recruitment, Training

In the absence of a Young People's Minister, the PSO has worked with the Church Wardens to ensure that the youth and adult group leads have the relevant DBS checks and training.

There are currently 29 individuals with DBS checks. This is broken down as follows:

13 PCC members (including 2 Church Wardens)
8 Children & young persons
3 Pastoral Assistants
3 Open the Book
1 Music lead
1 Bell ringer lead

At the time of writing there are a number of checks pending.

2 Children and young person workers.
1 Open the Book

Conclusion

The safeguarding of adults and children must remain a priority for all members of St Nicolas. Whilst we have the policies in place and individuals trained, we need to remember that it is the responsibility of us all to look out for the children, young people and vulnerable adults in our parish and take positive action if we have concerns.

- **Children, Youth and Family Work**

The year included the following as part of our ministry to the young people of Cranleigh.

Service pattern

In all our services children of all ages are welcome, and as a church we think it is important that children can be children in church. The younger ones often play in the Baynards Chapel during the service where toys and colouring material are provided and parents can watch them whilst also engaging actively in worship. On the 1st and 3rd Sunday of the month, the 10am services are aimed at all ages, so worship and fellowship can be enjoyed together. The first Sunday is a more informal service of the word. The third Sunday is an All-Age Communion, during which our Trackers group for children up to year 6 has been running as well. From September we have also been providing Trackers Groups at the more formal Parish Communion Services on the 2nd, 4th and 5th Sundays of the month.

Discovery Service

In 2024 our Discovery service continued on second and fourth Sundays in the month. It is an informal contemporary service with no fixed structure and is often lay led. The aim is to provide worship for all ages, and to help congregants discover more about faith and themselves. Services have included small group discussions, prayer stations, interactive teaching, and more contemporary worship.

Trackers

Trackers has been running during Discovery and during the All-Age Communion, and since September at Parish Communion. Trackers, at Discovery, focuses on quality rather than quantity, and this is possible because the teaching within Trackers, is a part of the larger service as a whole. Adults and children alike, will all be focusing on the same topic.

On the on the 2nd, 3rd, 4th and 5th Sundays of the month we also have our 'Trackers' Group meeting during the 10am services, for children up to year 6. Trackers, during these services aims to mirror the topic of the whole service (generally lectionary based). This follows the liturgy and whatever the service leader and preacher have in mind.

Ignite

Ignite is our teenager group which was set up to provide for our youth ages 11-16 happening twice a month. We've been doing youth club style events at the Church Rooms including table tennis, pool, games, etc., occasional Movie Nights, and including 10-15 minutes of talk about a Bible passage and prayer. From the Summer we have moved to alternating between 'Ignite Thinks' and 'Ignite Plays'. In Ignite Thinks we are thinking about some bigger topic or doing a longer Bible study (followed by various games), and Ignite Thinks are social events that include a 10-15 minute talk about God. This new pattern seems to work well, and we consistently have between 5 and 10 teenagers at these events.

Little Nic's Baby and Toddlers

The toddler group has continued to run every Friday morning during term time in the Church Rooms. Each week we enjoy free playtime, a chat, snack and end the morning with a simple Bible story, singing and our Goodbye song. This has become a very popular activity with sometimes nearly thirty children present and has been a core activity to reach out to parents and toddlers in Cranleigh, and connecting them to the life of the church.

Toddler Praise

This group has been running on a Wednesday morning, and has this year moved from Cranleigh Methodist Church into our own Church Rooms (and occasionally in Church). This is led by Anne Beresford. The group is a place where parents and toddlers sing children's songs together, play some instruments themselves, and hear short Bible stories.

Schools and Open the Book

In term time there are weekly assemblies in the Church of England school. We are also from time to time invited to local schools to assist in RE lessons. Acorn Nursery, Longacre, Duke of Kent, and Park Mead Schools also used the church for carol services at Christmas. St. Nicolas Church has been taking part in 'Open the Book' since May 2023 at St. Cuthbert Mayne School (weekly) and Park Mead (fortnightly). This has extended also to the Church of England School (once a half term). We have a team of 12 volunteers from three different churches in Cranleigh. We have recently finished telling stories about Joseph at the schools, and are now looking at Saul and David. The children in all three schools thoroughly engage and enjoy the assemblies and members of the OtB team are regularly recognised when out and about in the village!

We have continued to build good links with Cranleigh C of E primary and regularly take part in their school events that are put on by the PTA. We run a stall at their summer fayre and we provided a craft activity at their Christmas Café, which we then displayed in church during the Nativity Festival. We were delighted that many of the children came with their families to visit the festival and see their crafts displayed.

Occasional Events

At a number of big events in the church year children were very much involved. We did, with success, a Messy Church for Easter and Pentecost. Key cases of this were Family Communion for Mothering Sunday, Palm Sunday and Easter, Pentecost, the Christingle Service, and our crib services.

We have gently encouraged some young people to join the worship band on occasion to sing, while this has not yet become a regular membership, worship band continues to be open to any children or youth who would like to play their instruments or sing. Similarly one child has, together with her mother, joined our choir in the past year, and there is a desire from choir members for more children and young people to come and join them in the mastery of church music.

A group went to Spring Harvest, and a place was part funded for a young person who would not normally be able to attend due to costs. This helped them to explore their faith with like-minded people and had additional benefits to their mental health.

Looking to the future

We are indebted to our volunteers, a committed team, encouraged by Steff Shepherd, Claire Oxborough and Claire Jones who have been an important part of our ministry to children, families and young people. Having been unable to recruit a full time Young People's Minister, we have recently appointed Claire Jones for 1.5 days per week to coordinate this work and support the volunteers, so that we can help them to grow in faith and love for God and for each other, and so that our church gives children and young people their proper place in the heart of the life of our church.

- **Cranleigh Mothers' Union**

We have a membership of 74 in the Cranleigh branch. Meetings are held on the 2nd Wednesday of each month in the church rooms. We have an average attendance of 40 members at each meeting.

Our MU communion service takes place on the 4th Friday of the month at 10am in Church.

We help at Cedar Court Nursing Home and Knowle Park Care Home once a month with a short service at which our members support the clergy.

During the year we have had various speakers on the Wednesday morning meetings. January meeting was soup and pudding lunch, June was our summer lunch, and October was open coffee morning instead of the normal Wednesday meetings. We have a craft afternoon in October. In December we have just a 10am Communion service followed by coffee and mince pies.

- **Sewing/Knitting Group**

We meet most Mondays between 10-12.30pm in St Andrews Room.

We started with about 8 ladies but this has grown and we are often up to 20. Not all who come are church goers or Mothers' Union members.

We do our own projects, church mending, bunting for the flagpole for all occasions, outfits for Open the Book. We also do mending for anyone that asks.

- **Nativity Festival**

Our second Nativity Festival was held over the first weekend of December, with over 30 entries being submitted. We welcomed visitors into the festival to admire the displays, enter the hamper raffles, and enjoy refreshments.

Children were able to search for the knitted church mice which they all enjoyed. On the Monday evening we closed the festival with some carols and by presenting the winner, Guildford Beekeepers, with their prize and certificate. At the time of writing, final amounts are to be confirmed, but we believe in the region of £1800 was raised for church funds.

- **Social Events**

The Social Team organised and hosted three events during 2024 starting with a brand-new event in March. The Church rooms were transformed into a brightly coloured, interesting and exciting multi games room. There were games to suit all ages and abilities and the afternoon was a great experience and success which we will repeat. The event raised £ 111.50.

Desert island Discs followed in May. It was a huge success attended by 50 people. We are so lucky to have such interesting people living locally who are prepared to share their knowledge and experiences with use. Nicola Craven-Smith, Steff Shepherd, Bill Bruford, Peter Bond, Erik Heemskerk and Michael Wild were the stars of the evening. Their music choices were varied, sometimes surprising and very enjoyable. The event raised £ 479.50.

The final event was the ever-popular Harvest Lunch in October enjoyed by 66 people. The event raised £ 728.85. In addition, the proceeds from the raffle, amounting to £86, were donated to the Cranleigh Food Bank.

Total raised in 2024 for Church Funds £1,319.85 plus £86 donation to Cranleigh Food Bank.

- **The Rectory Fête**

Our annual Rectory fete in 2024 had something for everyone, including a 1922 steam traction engine and an under 10's driving challenge. In addition to our many regular stalls we were pleased this year to welcome our Bell Ringers stall and the return of face painting for children.

Entertainment was provided by a Rock choir, a Brass Band and The Street Party trio.

We were blessed with perfect weather for the day which encouraged people to stay, spend money and enjoy the entertainment. Thanks to the hard work of our many volunteers and the generosity of our village community we raised a fabulous grand total of £8,082.

- **1170 Charity**



1170 is a separate Charity from the church, with the Trustees being from the wider community. This independent charity continues as before. No grants for repairs were requested this year.

- **Outreach and Annual Mission Giving**

St Nicolas' church family are very mindful of the need to focus both locally and in the world at large.

The re-assessment carried out by the Outreach & Mission Team has included charities and organisations with whom we have an existing relationship and a couple that are new to us. The financial support is indicated.

In 2024 grants were made to Rowleys Centre for the Cranleigh Community (£1000), Jigsaw Plus (£2,000) based in Dunsfold Park with its commitment to supporting young adults with Autism. A Rocha UK (£2,000), a Christian charity focussed on protecting and restoring the environment – for God, nature and all people. Ride4AWoman (£1000) aimed at helping women socially and economically in the local community of Bwindi, Uganda.

Hope into Action (£1000), to mobilise, unite and unleash Christian prayer, investments, donations and relationships to fight the injustice of homelessness. Christian Aid (£1500) to fight injustice, respond to humanitarian emergencies, campaign for change.

United Society for Partnership in the Gospel (£1000), partners with churches and communities worldwide in God's mission to enliven faith, strengthen relationships, unlock potential and champion justice.

Tear Fund (£1000), working directly, and/or alongside local partners and churches, in underserved communities in more than 50 countries to tackle complex poverty.

Other donations were made in the year to the Children's Society, following the Christingle Service, and donations to various charities were made following retiring collections.

• Letting and Rental Income

The hiring out of the Church Rooms brought in a reduced income this year, of £23,363.10. In addition to hiring out the church rooms they are well used by the Parish for a variety of Church and Community activities including the Toddler group, Mothers' Union, PCC meetings, refreshments after services, social committee events and other social gatherings. Lloyds Bank continued to take space in the church car park until the end of 2024 when their mobile banking services ceased to operate.

The curate's house in Orchard Gardens has been let out for 2024 whilst a property owned by the Diocese is being rented for the current curate.

• Parish Magazine

During 2024, we continued to produce and distribute a full colour, glossy magazine each month, thanks to the efforts of everyone on the magazine committee. The members of the committee were Fiona Cantelo, Margie Nursey, Josephine Scurry, Jackie Vale, Nicola Craven-Smith, Michael Wild (who acts as our in-house photographer) and Peter Bond. Annie Cotterill also made a valuable contribution by overseeing magazine distribution.

Each month, one of the five people on the editorial team – Margie Nursey, Josephine Scurry, Nicola Craven-Smith, Peter Bond, and Fiona Cantelo - kindly gave of their time to put the magazine together.

We are very grateful to the various parishioners who send in articles each month, but please bear in mind that we are always seeking interesting new articles and photographs from other contributors. This year, largely due to the initiative of Michael Wild, we included once again a series of profiles of members of our church community.

The print run for each month was 400 copies, most of which were distributed by 32 volunteers to homes and public buildings in the village. We are most grateful for their assistance. We also continued to leave copies of the magazine in the church for individual purchase. In addition, some 20 copies were posted each month to interested organisations and people who have moved away.

Subscribers now make payments either by internet banking or by cheque/cash given to the magazine treasurer, Jackie Vale, who then provides an invaluable service by logging and paying in the subs.

We are pleased to report that the income from advertising and subscriptions exceeded the expenditure by over £1,600. Once again, Nicola Craven-Smith did a splendid job of chasing up and liaising with advertisers, and all slots were filled. Due to the prevailing commercial pressures on businesses, we decided to keep the same advertising rates as for 2023. The cover price of each magazine also remained the same.

Many thanks to our printer, C&A Tickner Ltd., who has been most helpful and supportive, producing a high quality product for our readers.

• Stewardship Recorder's Report

The table below provides some details of regular Church income and shows a continuing fall in overall amounts.

Gift Aid relief cannot be claimed for contactless giving unless a declaration accompanies the donation which is rarely the case.

As previously mentioned, there is a need to address the level of giving to ensure the Church has sufficient funds protect its reserves and enable St Nicolas Church to fulfil its mission.

Donation Scheme	2022	2023	2024
Parish Giving Scheme PGS Gross	£54,633	£58,192	£55,175
PGS Number of Givers	48	49	47

Standing Order, Blue & White Envelopes Gross	£71,332	£61,212	£56,672
Standing Order, Blue & White Envelopes Gift Aid Claimed	£17,833	£15,303	£14,166
Gift Aid Small Donation Scheme Gift Aid Claimed (Financial Year)	£119	£455	£2000

FINANCIAL REVIEW

Summary

Total income for the year was £261,130 (2023: £240,938) of which £249,870 was in the General Fund (2023: £224,736).

Total expenditure in the year was £243,379, a small increase from £239,447 in 2023 almost entirely from increased maintenance on church buildings and churchyard in the year.

Total reserves at the end of 2023 (excluding those relating to fixed assets) were £167,386 (2022: £149,635). The increase in reserves reflects a surplus in the General Fund of £19,942, and £11,760 of funding for a potential future Outreach Leader. Inversely there was a reduction in the building fund of £13,951

Unrestricted Funds

In 2024 the General Fund recorded a small surplus of £5,991.

Total General Fund income increased to £243,379 from £239,447 in 2023. A significant part of the increase came from a legacy received early in the year with the remainder from car park charges. However, voluntary income reduced again this year by a further £7,149 from the previous year reflecting a trend seen in recent years. Income in most other areas increased including Church Room lettings and rents received (£7,176), Fundraising Events (£464)

Expenditure in the General Fund of £229,428 was a reduction of £8,169 on 2023 with expenditure on employment costs down by £5,798 and church rooms down by £6,501 whilst churchyard running costs rose by £4,360

Restricted Funds

Restricted Funds decreased by £2,191 from £1,301,663 at the end of 2023 to £1,299,472 at the end of 2024. This is a net movement of the aforementioned funding for a youth leader and a decrease in the building fund. Of the total £1,280,000 relates to Land and Building fixed assets which were unchanged in the year.

Investment policy

It is not the policy of the PCC to speculate when investing reserve balances, but it is the policy to maximise financial returns whilst taking a low approach to risk. During the year the PCC retained its holding of income shares in The CBF Church of England Investment Fund as a means of improving financial returns on its reserves in the medium term. Other reserves, not required for short-term working capital requirements, are held on deposit with the Central Board of Finance of the Church of England benefitting in the year from higher interest rates.

Reserves

Total reserves at the end of 2024 were £1,447,386 an increase in the year of £17,751 reflecting the surplus in the General Fund, donations to the Outreach Leader's Fund and limited expenditure in Restricted Funds.

Tangible Fixed Assets account for £1,280,000 of reserves leaving a balance £167,386 for future expenditure and

working capital requirements of the Parish..

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three months' expenditure of the General Fund. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Approved by the Parochial Church Council on 6th April 2025 and signed on its behalf by:



Rev Canon Roy Woodhams



Date

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Note	2024	2023
		£	£
FIXED ASSETS			
Tangible	5	1,280,000	1,280,000
Investment	6	<u>19,897</u>	<u>19,897</u>
		1,299,897	1,299,897
CURRENT ASSETS			
Debtors	7	13,397	10,819
Short term deposits		114,700	108,380
Cash at bank and in		<u>42,148</u>	<u>24,065</u>
		170,245	143,264
CURRENT LIABILITIES	8	<u>(22,756)</u>	<u>(13,526)</u>
NET CURRENT ASSETS/ (LIABILITIES)		147,489	129,738
TOTAL ASSETS LESS LIABILITIES		<u>1,447,386</u>	<u>1,429,635</u>
PARISH FUNDS	9 & 10		
Unrestricted		147,914	127,972
Restricted		1,299,472	1,301,663
		<u>1,447,386</u>	<u>1,429,635</u>

Approved by the Parochial Church Council on April 6th 2025 and signed on its behalf by:



Reverend Canon Roy Woodhams
Chairman



Alistair Smith ACMA
Hon. Treasurer

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the relevant requirements of FRS102 (Financial Reporting Standards); the recommendations of the SORP 2015 (Statement of Recommended Practice) and the selection of appropriate accounting policies that comply with FRS102 and the SORP (2015).

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

Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Other funds, designated for a specified purpose by the donor, are held as Restricted Funds.

Incoming resources

Voluntary income

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in note 10, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Regular giving under Gift Aid is recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the funds are received into the PCC bank.

Other income

Rental income from the letting of church premises is recognised when the rental is due. Income raised through parish activities and similar events is accounted for gross.

Income from investments

Interest and dividend income, which is received gross, is accounted for when it is received.

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued) **For the year ended 31 December 2024**

Resources expended

Expenditure is generally recognised when it is incurred and is accounted for gross.

Grants

Grants are made under Mission Giving each year up to the maximum the PCC considers reasonable and affordable.

Activities directly relating to the work of the Church

The Diocesan Parish Share is paid to the Guildford Diocesan Board of Finance in accordance with the amount advised annually. The Parish Share covers an allocated share of total Diocesan ministry, education, development, management and administration costs. The amount payable for the year ended 31st December 2024 has been paid in full.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold Land and Buildings

Freehold Land and Buildings are included in the accounts at their open market values. The last valuation was carried out for the 2019 accounts

Other fixtures, fittings and office equipment

Individual items with a cost of less than £10,000 are written off on acquisition.

Investments

Investments are included in the accounts at their market value on the 31st December.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits represent cash held on deposit with the Central Board of Finance of the Church of England.

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2024

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2024 £	2023 £
2(a) Voluntary income				
Regular giving from donors	98,088	9,000	107,088	108,005
Collections	14,286		14,286	9,658
Sundry donations	9,165	960	10,125	13,146
Income tax recoverable on Gift Aid	25,631	-	25,631	30,745
Total 2024	147,170	9,960	157,130	-
Total 2023	151,652	16,335		161,554
2(b) Other voluntary incoming resources				
Legacies	5,000		5,000	5,000
Total 2024	5,000	-	5,000	
Total 2023	250			1,000
2(c) Incoming resources from charitable activities				
Church rooms letting and rents	24,000		24,000	33,771
Magazine income	6,976		6,976	7,321
rents			33,819	
Miscellaneous sales	1,616		1,616	3,106
Fees paid to the PCC	12,549		12,549	11,084
Church events and fundraising	14,167		14,167	15,695
Total 2024	59,308	-	93,127	
Total 2023	61,784			70,977
2(d) Income from investments				
Dividends	543	-	417	543
Interest	5,066	-	4,315	5,066
Total 2024	5,609	-	4,732	
Total 2023	1,329	87		5,609
2(e) Other incoming resources				
Grants	1,141		1,141	1,141
Total 2024	1,141	-	1,141	
Total 2023	2,071	7,392		1,141
TOTAL INCOMING RESOURCES	218,228	9,960	261,130	
Total 2023	217,086	23,814		240,281

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2024

3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2024 £	2023 £
3(a) Cost of generating voluntary income				
Stewardship costs	97		97	89
Total 2024	97	-	97	
Total 2023	92	-		89
3(b) Charitable activities				
Mission giving	10,000	-	10,000	11,850
Total 2024	10,000	-	10,000	
Total 2023	11,200	-		11,850
3(c) Church activities				
Ministry: Diocesan parish share	116,005		116,005	118,575
Rector's housing	947		947	653
Rector's working expenses	2,987		2,987	2,828
Curate's housing	22,310		22,310	24,529
Curate's working expenses	1,124		1,124	1,554
Church running expenses	14,496		14,496	15,364
Church maintenance	4,128	13,951	18,079	5,478
Upkeep of services	2,547		2,547	2,662
Employment costs	6,100		6,100	4,852
Young People's Minister activities	574		574	90
Upkeep of churchyard	6,143		6,143	2,541
Total 2024	177,361	13,951	191,312	
Total 2023	172,155	28,133		179,126
3(d) Activities related to generating funds				
Magazine expenses	4,752		4,752	5,236
Church Rooms expenditure	9,137		9,137	17,368
Other expenditure	966		966	198
Total 2024	14,855	-	14,855	
Total 2023	18,196	-		22,802
3(e) Church management and administration				
Audit fees	3,000		3,000	2,748
Administration	7,333		7,333	7,772
Employment costs	16,782		16,782	15,060
Total 2024	27,115	-	27,115	
Total 2023	22,920	-		25,580
TOTAL RESOURCES EXPENDED	229,428	13,951	243,379	
Total 2023	224,563	28,133		239,447

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2024

4 STAFF COSTS

	2024	2023
	£	£
Wages and salaries	22,882	19,912
	<u>22,882</u>	<u>19,912</u>

these costs reflect all employment costs incurred by the parish

5 FIXED ASSETS

Tangible fixed assets

Consecrated and benefice property are not included in the accounts. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory.

The Church Rooms, adjoining office and Hazelwood Room (valued together) and 22 Orchard Gardens are included at open market including land values as revalued by Oxborough Chartered Surveyors for the 2019 accounts.

Office and Church Rooms equipment with an individual value greater than £1,000 had previously been capitalised and depreciated. In 2021 the Fixed Asset policy was changed to only capitalise individual assets with a value greater than £10,000 of which there have been none in recent years. The remaining book value of the equipment assets has been fully depreciated since 2021.

	Buildings £	Equipment £	Total £
Open Market Value			
Church Rooms	735,000		735,000
22 Orchard Gardens	545,000		545,000
Sub total buildings	<u>1,280,000</u>		<u>1,280,000</u>
Equipment Original Cost		14,259	14,259
Additions in year	-	-	-
Total	<u>1,280,000</u>	<u>14,259</u>	<u>1,294,259</u>
Depreciation			
to 31/12/23	-	14,259	14,259
for 2024	-	-	-
Total Depreciation	<u>-</u>	<u>14,259</u>	<u>14,259</u>
Net Book Value	<u>1,280,000</u>	<u>-</u>	<u>1,280,000</u>

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

6 INVESTMENTS

	2024	2023
	£	£
Income Shares	19,897	19,897
	<u>19,897</u>	<u>19,897</u>

In August 2022 the PCC acquired 880.20 Income Shares in The CBF Church of England Investment Fund at a cost of £20,000. Given market instability at the moment it was decided it would be prudent not to revalue these this year although the dividends have been recognised in

7 DEBTORS

	2024	2023
	£	£
tax recoverable	-	5,878
Prepayments and accrued income	13,397	4,941
	<u>13,397</u>	<u>10,819</u>

Income tax recoverable represents amounts due from the Inland Revenue, in respect of gift aided donations made in 2023, which will be received in 2024.

Prepayments and accrued income include amounts due to the PCC at 31st December 2023 but received in 2024, and amounts paid in advance for services received in 2024.

8 CURRENT LIABILITIES

	2024	2023
	£	£
Accruals	22,756	7,089
Deferred income	-	6,437
	<u>22,756</u>	<u>13,526</u>

Accruals mainly include invoices received after 31st December 2024 for goods and services provided in 2024. The largest element of this is for rent that was not charged to us in the second 6 months of the year but is now paid.

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	-	1,280,000	1,280,000
Investments and bank balances	156,848	26,534	183,382
Debtors	13,397	0	13,397
Current liabilities	(22,756)	-	(22,756)
	<u>147,489</u>	<u>1,306,534</u>	<u>1,454,023</u>

Trustees Annual Report and Financial Statements of the PCC St Nicolas, Cranleigh

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2024

10 FUND DETAILS	Balance 01.01.2023 £	Incoming Resources £	Resources Expended £	Revaluations Gains/(Losses) £	Transfers £	Balance 31.12.2024 £
Unrestricted						
General Fund	49,420	249,871	(239,447)	660	-	60,504
PCC Building Fund	78,552		(819)	980	-	78,713
Total Unrestricted	127,972	249,871	(240,266)	1,640	-	139,217
Restricted						
Outreach Leader's Fund	12,152	11,260				23,412
Church Building Fund	7,656		(4,838)	84		2,902
Audio Visual Fund	1,855					1,855
Christmas Day Lunch Fund	-					-
Land & Buildings	1,280,000					1,280,000
Total Restricted	1,301,663	11,260	(4,838)	84	-	1,308,169
TOTAL FUNDS	1,429,635	261,131	(245,104)	1,724	-	1,447,386

11 CAPITAL COMMITMENTS

At the year end there were no capital commitments contracted for but not provided for within the accounts (nil at end 2023).



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Parochial Church Council of the Ecclesiastical Parish of Cranley
otherwise Cranleigh

**On accounts for the year
ended**

31 December 2024

**Charity no
(if any)**

1131701

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 31/12/2024.

**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 Trust's accounts carried out
under section 145 of the 2011 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**

The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of Certified Public
Accountants Association.

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

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

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

Signed:

Date: 03 April 2025

Name:

Jane Briggs

**Relevant professional
qualification(s) or body**

Certified Public Accountants Association

(if any):	
Address:	Oakwood Business Consultants, Unit 3, The Dairy, Tilchouse Farm Offices,
	East Shalford Lane, Guildford, Surrey, GU4 8AE

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.	None to disclose.

Accounts



**Trustees Annual Report
and Financial Statements of the PCC**

Year Ended 31st December 2023

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Administrative Information

This document is prepared by the Parochial Church Council (PCC) of the Ecclesiastical Parish of Cranley otherwise Cranleigh.

Rector and Advisers:

Rector: Reverend Canon Roy Woodhams

Registered Charity No: 1131701

Bankers: Lloyds Bank Plc
PO Box 1000
BX1 1LT

Independent Examiner: Oakwood Business Consultants
The Dairy
Tilehouse Farm offices
East Shalford Lane
Shalford
Guildford
GU4 8AE

St Nicolas Church Cranleigh is situated in the High Street, Cranleigh, Surrey. It is part of the Diocese of Guildford within the Church of England. The registered name is 'The Parochial Church Council of the Ecclesiastical Parish of Cranley otherwise Cranleigh' and referred to as 'PCC St Nicolas Church Cranleigh.'

The following have served on the PCC during the period from 1st January 2023 until the date of this report unless otherwise indicated. All PCC members serve as a Trustee of the registered charity:

Chairman (Rector):	The Reverend Canon Roy Woodhams	
Curate:	The Reverend Tim Clifford Hill	to September 2023
Curate:	The Reverend Erik Heemskerk	from July 2023
Assistant Curate:	The Reverend Rutton Viccajee	
Churchwardens:	Mrs Susan Clarke	
	Mr Michael Roberts	to APCM 2023
	Mr Alan Walton	from APCM 2023
Hon. Secretary:	Mr Paul Jenkins	
Hon. Treasurer:	Mr Rogan Dixon	
Parish Administrator:	Mrs Nicola Craven-Smith	without voting rights
Deanery Synod:	Mr Maurice Bowles	
	Mrs Joan Connolly	
	Mr Bryn Jones	
	Miss Margie Nursey	
	Mrs Sandra Keeping	
Elected Members:	Mrs Jane Etherington	
	Miss Georgina Francis	to APCM 2023
	Mrs Susan Knight	
	Mr Nigel Lynn	
	Mr Bill Rothwell	
	Mrs Steff Shepherd	from APCM 2023
	Mr Frank Sole	to APCM 2023
	Mr Alistair Smith	co-opted with voting rights January 2024
	Mrs Katherine Tuck	to APCM 2023
	Mr John Watson	from APCM 2023

Vision Statement

St Nicolas Cranleigh – Caring, Sharing & Daring

A Community Growing in Faith, Hope and Love, Reaching into the heart of the local community, Leading all to the liberating truth of Christ.

To achieve this, we seek:

- to be an inclusive church, welcoming all in the love of Christ
- to be a light shining in the community
- to uphold Christian values
- to make a stand for truth and justice on issues local, national and international
- to respond to the changing culture of the 21st Century
- to deepen our faith and understanding of what it means to be Christian
- to encourage 'All Member Ministry' – we all have a part to play in church life and promoting Christian values
- to be a church representing the whole age and social profile of the community
- to encourage the building of Community Spirit within the Village
- to grow our current membership

At the heart of everything we do are our 3 F's: Faith, Family and Friendship. You will find us Welcoming, Caring, Listening, Supportive, Passionate and Engaging.

Safeguarding

The PCC is committed to Safeguarding all Children, Young People, Victims of Domestic Abuse and Vulnerable Adults.

Public Benefit

As the Parish Church for Cranleigh, St Nicolas is open to all denominations for Christian worship. The Church is at the heart of our community and open every day. It is an active Church with a wide age range, aiming to show the love of Christ through all we say and do. There are a rich variety of services to suit different ways of worshiping God ranging from Common Worship Holy Communion to informal Family Services, traditional 1662 Holy Communion and Evensong. Furthermore, St Nicolas appeals to young people and families with an increasing breadth of Christian fellowship, activities and events.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 and is registered with the Charity Commission.

The day-to-day management of the PCC is vested in the Rector (the PCC Chairman) with support from the two Churchwardens and many other volunteers.

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.

Statement of Trustees' Responsibilities

The trustees (members of the PCC) are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees 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:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient 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, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are 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.

Standing Committee

This is the only committee required by law and must have not less than five members; the Rector, two Churchwardens and two others appointed by members of the PCC. The Standing Committee has the power to transact the business of the PCC between PCC meetings, subject to any direction given by the PCC.

PCC Meetings

In 2023 there were 7 PCC meetings and the APCM held on 29th March 2023. All meetings were in person.

Team Structure

It is intended that all PCC members serve on at least one of the teams, thus providing the means for the PCC to enquire upon any points raised within team meeting minutes presented to the PCC. Some teams meet on a regular basis whilst others are brought together to plan and organise specific events or activities. The teams include:

- **Finance Team**

The Finance Team includes a Chair, the Treasurer, the accounts bookkeeper, a Churchwarden and the Stewardship Officer. The team oversees the financial governance and day to day finances of the Church. It monitors all income and expenditure, sets the annual Budget and prepares the Annual Report and Financial Statements. It is responsible for establishing an overall system of financial controls, including establishing financial policies, and for bringing to the PCC items which the PCC are required to approve. The Stewardship Officer is responsible for monitoring and maintaining confidential records of all planned giving including the claiming of gift aid.

- **Buildings Team**

The team is chaired by a Churchwarden and focuses on the maintenance of the Church, Churchyard, Church car park, Church Rooms and the curate's house. The Buildings Team has authority to carry out minor works, and to make recommendations to the PCC via the Finance Team, where appropriate, for major repairs or alterations including any matter involving a faculty or Archdeacon's certificate.

- **Young People's Team**

The Young People's team was formed to coordinate support for young people and families.

- **Magazine Team**

The team oversees all matters concerning the Parish Magazine relating to editorial, advertising and financial management.

- **Outreach and Missions Team**

Establishes and maintains practical contact with the missions and charities supported by St Nicolas, reviews local outreach opportunities and identifies local, national and international missions /charities to whom St Nicolas Church's annual mission funding can be made. The team's recommendations are reviewed and agreed by the PCC prior to grants being made.

- **Social Team**

Advises, initiates, promotes and assists in providing a range of social activities to appeal not only to the Church congregation but also to the wider community.

Risk Management

The PCC addresses the key areas of risk management regarding safeguarding and health and safety. Insurance prevails on major risks and a Fire Risk Assessment and Health and Safety Report are formally documented and regularly reviewed. Risk assessments are carried out on all activities and events which are the responsibility of the PCC.

St Nicolas, Cranleigh has adopted the Church of England 'Promoting a Safer Church' Policy Statement, the House of Bishop's Practice Guidance and supporting Diocesan Safeguarding Protocols.

The PCC maintains a Finance Committee with relevant or related professional experience. The committee regularly reviews financial governance, updating its terms of reference and its policies as required.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Roy Woodhams, in promoting the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has responsibility for financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, and curate's house. It also must agree to any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC gives careful consideration to the Charity Commission's general guidance on public benefit.

Parishioner and Church Member Involvement

The PCC is continuously indebted to all parishioners who give their time and talent to care for all aspects of Church life. Through the various teams, Church groups and individual volunteers, all aspects of worship, social activities, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of faithful helpers, upkeep of the services provided and the Church property, would not be viable.

Mission Giving

The policy of the PCC is to make Mission Giving grants each year equivalent to 10% of agreed income streams. In 2020 and 2021 concerns over income levels meant that Mission Giving in these years was restricted.

However, since 2022, using planned giving income as a base, Mission Giving was increased, although grants are still below the 10% target.

REVIEW OF THE YEAR

Church attendance

2023 Electoral Roll: There were 311 parishioners, representing a decrease of 1 on 2022.

In person attendance at church services continued to improve:

The average weekly attendance in October was 170 (compared to 133 last year), with between 10 and 20 attending via livestream, and rather more (50-60) watching on catchup.

Christmas services were popular, with 867 (plus a donkey!) attending services on Christmas Eve and Christmas Day, compared to 699 last year. Around 100 viewers watched the Carol Service online (live or within 7 days).

Before that, our special carol services were also well-attended and more than 200 came to our Carols in the Churchyard, up from around 60 past year – no doubt drawn in by the beautiful carved Nativity figures, and by a marketing campaign on social media.

Services

The Sunday pattern of services continued for 2023:

- 8 am** Communion service every Sunday,
- 10 am 1st and 3rd Sundays** - an All-Age service,
- 10 am 2nd and 4th Sundays**, Parish Communion followed by
- 11.30 am (2nd and 4th Sundays)** 'Discovery' service – worship, teaching and prayer with families in a contemporary style.
- Evening services fortnightly at **6 pm**, alternating between a Choral Communion and Evensong

The 10am service continues to be live streamed via our Youtube channel 'St Nicolas Church Cranleigh' each week.

Other events this year

The Social Team laid on a 'bumper year' of events, including an Easter egg raffle, a 'Picnic in the Park', a very popular 'Cranleigh Proms' concert, a fine Harvest Lunch and a Bingo evening.

Betty's Tea Rooms opened for the first time since before Covid for one afternoon in February in the Church Rooms and proved a very successful community and fundraising event.

The Rectory Fête was much enjoyed by all, despite somewhat inclement weather.

The '1170' team helped arrange the successful 'Queen's Six' concert in church and laid on another interesting and well-attended Heritage Day in the church, with an exhibition of church records and registers, organ demonstration and tours of the bell tower.

The return of the Christmas Tree Festival was welcomed and enjoyed by hundreds of visitors.

All these events were a good way of promoting community spirit and also provided a welcome boost to church funds.

Curates

We said farewell and heartfelt thankyou's to our curate Tim Clifford-Hill, Alexandra and Henry who have taken up residence in Merrow Rectory. At the same time, we welcomed Erik Heemskerk with Rosemarie and the twins Sophie and Nora, who have settled into new curate's accommodation in a diocesan-owned property in Charts Close. Meanwhile, we are renting out our church property in Orchard Gardens, used by previous curates.

Churchwardens

Mike Roberts stepped down as churchwarden after six years of dedicated service. We are delighted that he has remained within the church. In fact, he has joined the ranks of many 'retired' churchwardens in our church, who benefit us with their experience, wisdom, knowledge and faith.

Our new churchwarden, Alan Walton, was elected and sworn in in May, and has quickly assumed the responsibilities of the role with cheerful grace.

Car Park

Since December 2023, our car park has been managed by Euro Car Parks, and we have already noticed calmer usage. Church members on church business can have their registration number added to an exemption list so that they can park without a fee. Other users are asked to pay a charge starting at £1 for two hours.

In due course, we will find out how much the new charges are raising towards the upkeep of both church and car park.

Caring, Sharing, Daring – and Funding

The PCC adopted a revised structure of our teams, as illustrated below, whereby all our groups can feel a part of our overall mission and can meet to review and plan activities and focus. This includes the addition of a fourth strategic team with a focus on finance and fund-raising.

In the last year, we can highlight the re-introduction of a Baptism tea party, the successful running of a Lent course (which led in turn to the setting-up of an additional regular homegroup), and the launch of a new 'Accessible Church' team to move forward with our structural plans for the church building.

FOUR STRATEGY TEAMS			
TEAM 1 – “CARING” (Discipleship & Pastoral Care) Convenor: Susan Clarke	TEAM 2 – “SHARING” (Outreach & Mission) Convenor: Susan Clarke	TEAM 3 – “DARING” (Buildings Development) Convenor: Alan Walton	TEAM 4 – FUNDING (Financial resources) Convenor: Alan Walton
SUB-GROUPS/ AFFILIATED GROUPS			
Pastoral Assistants Contact: Roy Woodhams	Communications Contact: Nicola Craven-Smith	Church Building Maintenance Contact: Alan Walton	Finance Team Contact: Chris Robinson
Home Groups Contact: Mike Roberts	Magazine Contact: Peter Bond	Accessible Church Contact: Alan Walton	Stewardship Contact: Frank Sole
Welcome Team Contact: Susan Clarke	Young People Contact: Claire Oxborough	Church Rooms Management Contact: Alan Walton	Rectory Fete Contact: Richard Tuck
Coffee Contact: Lesley Thomas	Toddlers Contact: Julie Connor	AV Development Contact: Mike Roberts	Christmas Tree Festival Contact: Jane Etherington
Safeguarding Contact: Brian Boxall	Mission & Outreach Contact: Mike Roberts	Car Park Contact: Nicola Craven-Smith	
Social Events Contact: Jane Beet	Open the Book Contact: Steff Shepherd	Churchyard Contacts: Malcolm Keeping Cynthia Plewman	
Mothers Union Contact: Jane Etherington	Alpha-type outreach Contact: Erik Heemskerk	Eco Church Contact: Sue Tresman	
Baptism Visitors Contact: Roy Woodhams			

Prayer

We thank God for the many members of our church who across the year have spent hours praying for the Lord's work here in Cranleigh, and we ask you all to continue to pray for the Lord's blessing and guidance over all we do at St Nicolas Church.

- **Elmbridge Village**

Elmbridge Retirement Village is a vibrant “village” community with a very diverse population, all over 65. Like any community we have a good mix of Christians and people of other faiths and none. At Elmbridge we focus on Christian Unity. To respond to this, we formed a Faith Group, the members of which represent all Christian denominations in the local community.

We have services every Tuesday morning. The first three of each month are St Nicolas’s services and the fourth is a Methodist service. When we have a fifth Tuesday in the month, we hold a non-denominational service.

Our ecumenical services embrace the Christian faith in as many ways as there are people. These include leaders and worshippers from the Church of England, Methodist, Baptist, Catholic, URC, Quaker, all are welcome. Our weekly average congregations’ number 25 or 30, special occasions, such as Remembrance Sunday, Good Friday, Harvest and our annual Carol Service, can attract 90 or more.

Many members of the Village also attend St Nicolas Church services on a regular basis.

- **Choir and Music**

Michael Clarke continued to lead the choir and music group/band in providing musical support for services in St Nicolas.

For the choir this meant morning Parish Communions on 2nd, 4th and 5th Sundays, an evening Choral Communion on 1st Sundays, and (usually) Choral Evensong on 3rd Sundays. The choir sang nine full Choral Evensongs during the year; on the other three 3rd Sunday evenings:

- in April the Choral Evensong had been moved forward one Sunday to Easter Sunday, but many singers were ill, so the service was changed to a simpler sung Evensong instead;
- in August the choir were officially ‘on holiday’;
- in December the evening service was the Christingle Service.

2023 saw the start of an occasional partnership with the choir of St James’s Shere, who joined us for the January Choral Evensong and also for our Advent Carol Service; in return our choir joined them in Shere for a service of words and music for the evening of Palm Sunday. The joint services were enjoyed by all, and we hope to continue this relationship in future years.

The choir also sang at a number of weddings and funerals during the year, at midweek services for Ash Wednesday, Maundy Thursday and Ascension Day, and at the Christmas Carol Service, joined for the latter by singers from other Cranleigh churches and a number of welcome ‘extras’ from our own congregation. Finally on the social side the choir had their usual Advent Supper after the Advent Carol Service (with the St James’s Shere choir as guests), and a Summer Dinner in July.

The band was responsible for supporting the music for All Age Worship and Communion services on 1st and 3rd Sunday mornings respectively, as well as for the Christingle Service and two Crib Services in December. As last year, it was good to have both the band and the choir involved in the Family Communion on Easter Day.

- **Bell Ringing**

2023 was a year of two halves. We have to start with our deep gratitude to Chris Robinson. Chris joined the St Nicolas Tower band in the 1970s. We believe he took on the role of Captain in the 1980s, but in his ever-humble way he will not disclose this information. Chris was a loyal and passionate ringer. He was an efficient Captain, standing no nonsense, yet always had time for a cheeky joke and a quick pint down the local after practice. He has trained so many ringers, some who are still here and others who have moved on to other towers. His enthusiasm was infectious. Unfortunately, due to ongoing health issues, Chris had to

step down earlier this year. Chris will still comment on our ringing when he sees us, so we can't forget him, but it is with sadness that he can no longer join us.

Fortunately, we have another ringer who took on the mantle of Captain, Graham Lucas. Our band is expanding and we now have four junior members, with some of them able to ring at services and they are a key part of our band. We also have more adult members. Two of our new recruits came about after our Tower being open at the St Nicolas Heritage Day which is great news.

Along with the good news, there was a further tinge of sadness as we said farewell to another very long-standing member of our Tower, Andrea Young. Andrea has been with us for over thirty years and has moved down to Devon. Her patience, kindness and enthusiasm will be missed but we hope to see her occasionally at practice when she is up our way.

Our Tower Captain is enthusiastic and keen for us to visit and experience other Towers. Outings are being organised and now with a band of 16 ringers, and some new learners waiting in the wings, we are looking forward to a positive year.

- **Child and Adult Safeguarding**

PCC Actions

In June 2023, the PCC agreed to continue to adopt the Diocese Safeguarding Policy and ensure that the PCC will comply with the duty to have due regard to the House of Bishop's Practice Guidance.

Brian Boxall the Parish Safeguarding Officer (PSO) attended a PCC meeting early in the new church year, to introduce himself to new members, and to remind all members of their safeguarding duties and the responsibilities of the PCC.

During the year, the PSO continued to work with the PCC. He attended the PCC in November where he presented the new National Safeguarding Standards. The PCC agreed to adopt the new standards. The Parish Dashboard is a Diocese tool which measures the safeguarding measures within a parish. The challenge for 2024 is to ensure the Parish reaches level 3 on the dashboard.

The PSO continued to work with Katherine Tuck the PCC safeguarding lead member.

There have been no reported safeguarding incidents during the year.

Recruitment

In the absence of Young People's Minister, the PSO is working with the Church Wardens to ensure that the youth and adult group leads have the relevant DBS checks and training.

Training

Individuals in the parish have continued to undertake online training at various levels. This is still an area where more work needs to be done, including ensuring that all PCC members have completed foundation level safeguarding training, and the domestic abuse online training.

Conclusion

The safeguarding of adults and children must remain a priority for all members of St Nicolas. The significant increase in the cost of living will be having an impact on the lives of residents, as evidenced by the continued significant increase in the use of the local foodbank. This may impact on the safeguarding of both adults and children including those in our church community. Whilst we have the policies in place and individuals

trained, we need to remember that it is the responsibility of us all to look out for the children, young people and vulnerable adults in our parish and take positive action if we have concerns.

- **Children, Youth and Family Work**

The year included the following as part of our ministry to the young people of Cranleigh.

Service pattern

In all our services children of all ages are welcome, and as a church we think it is important that children can be children in church. The younger ones often play in the Baynards Chapel during the service where toys and colouring material are provided and parents can watch them while also engaging actively in worship. On the 1st and 3rd Sunday of the month, the 10am services are aimed at all ages, so worship and fellowship can be enjoyed together. The first Sunday is a more informal service of the word. The third Sunday is an All-Age Communion, during which our Trackers group for children up to year 6 has been running as well.

Discovery Service

In 2023 our Discovery service continued on second and fourth Sundays in the month. It is an informal contemporary service with no fixed structure and is lay led. The aim is to provide worship for all ages, and to help congregants discover more about our faith and ourselves. Services have included small group discussions, prayer stations, interactive teaching, and more contemporary worship.

The service has been well attended and has grown throughout the year, with total attendance reaching even to forty (22 adults and 18 children) on one occasion. In 2024 we hope to continue this service. This service has been particularly encouraging of everyone who is willing to participate, by talking to each other, delving deeper into a particular area of interest and opportunities to pray out loud. One memorable moment was witnessing a couple of our 11-year-old boys praying, into the microphone, in front of everyone. These opportunities are wonderful to capture moments of individual faith journeys growing, and as a collective group, a chance to get to know each other deeper and support one another beyond a Sunday morning service.

Trackers

Trackers has been running during Discovery and during the All-Age Communion (Third Sunday of the month). Trackers, at Discovery, focuses on quality rather than quantity, and this is possible because the teaching within Trackers, is a part of the larger service as a whole. Adults and children alike, will all be focusing on the same topic. We follow a termly plan, so we might be looking at the 10 Commandments over the weeks, or we might all be looking at children within the Bible.

On the 3rd Sunday of the month we also have our 'Trackers' Group meeting during the services, for children up to year 6. Trackers, during the All-Age Worship service, does its best to mirror the topic of the whole service. This follows the liturgy and whatever the service leader and preacher have in mind.

Ignite

Ignite is an informal youth club style group which was set up to provide for our youth ages 11-14. Several sessions have been run with great success. The format provides space for teens to explore both themselves and their faith in a laid-back way. Sessions might include an activity such as outdoor games or origami with hot food and looking at the Parables. The next event will be watching Evan Almighty while snuggling under blankets in church with pizza!

Little Nic's Toddlers

The toddler group has continued to run every Friday morning during term time in the Church Rooms. Each week we enjoy free playtime, a chat, snack and end the morning with a simple Bible story, singing and our Goodbye song. This has become a very popular activity with sometimes nearly thirty children present and

has been a core activity to reach out to parents and toddlers in Cranleigh, and connecting them to the life of the church.

Toddler Praise

This group has been running on a Wednesday morning in Cranleigh Methodist Church and co-ordinated by Anne Beresford. The group is a place where parents and toddlers sing children's songs together and hear short Bible stories.

Schools and Open the Book

In term time there are weekly assemblies in the Church of England school. We are also from time to time invited to local schools to assist in RE lessons. Acorn Nursery, Longacre, Duke of Kent, and Park Mead Schools also used the church for carol services at Christmas.

St. Nicolas Church has been taking part in 'Open the Book' since May at St. Cuthbert Mayne school and Park Mead. Since September this has extended also to the Church of England school. This has also been a great ecumenical activity, as storytellers from three different churches in Cranleigh participate.

Occasional Events

At a number of big events in the church year children were very much involved. Key cases of this were Family Communion for Mothering Sunday, Palm Sunday and Easter, Christingle Service, and our crib services.

We have gently encouraged some young people to join the worship band on occasion to sing, while this has not yet become a regular membership, worship band continues to be open to any children or youth who would like to play their instruments or sing. Similarly, one child has together with her mother joined our choir in the past year, and there is a desire from choir members for more children and young people to come and join them in the mastery of church music.

A group went to Spring Harvest, and a place was part funded for a young person who would not normally be able to attend due to costs. This helped them to explore their faith with like-minded people and had additional benefits to their mental health.

Looking to the future

In December 2022 we bade farewell to our Young People's Minister Emily Clarke.

The pause in 2023 has enabled us to take stock of our ministry and outreach to our young people, families, and children. Our wonderful volunteers have worked incredibly hard to keep it all going and their work has meant our ministry in this area is in a good place. 2023 has however also made clear that to keep the vision and focus, and to help our children, young people and families to grow in faith, a designated Outreach Worker for families and young people is needed. There is also a keenly felt desire to strengthen existing and develop new intergenerational links in the church.

At this point we are looking for funding to appoint an Outreach Worker with special focus on young people and families, an appointment that we hope to have made by September 2024.

We are indebted to Steff Shepherd, Claire Oxborough and Claire Jones who are voluntarily taking on parts of our ministry to children, families and young people so that we can help them to grow in faith and love for God and for each other, and so that our church gives children and young people their proper place in the heart of the life of our church.

- **Cranleigh Mothers' Union**

We have a membership of 71 in the Cranleigh branch. Meetings are held on the 2nd Wednesday of each month in the church rooms.

MU communion service on the 4th Friday of the month at 10am in Church.

We help at Cedar Court Nursing Home and Knowle Park Care Home once a month with a short service at which various members support the clergy at these times.

During the year we have had various speakers on the Wednesday morning meetings. January meeting was soup and pudding lunch, June was our summer lunch, and October was open coffee morning instead of the normal Wednesday meetings. We have a craft afternoon in October. And December we have just a 10am Communion service followed by coffee and mince pies.

- **Sewing/Knitting Group**

We meet most Mondays between 10-12.30pm in St Andrews Room.

We started with about 8 ladies but can be up to 20, not all who come are church goers or Mothers' Union members. We started a project to knit poppies for Remembrance Day of which we knitted over 2,000 in the end and knitters came from many different groups around Cranleigh and often from people who didn't join us for a Monday morning.

We do our own projects, church mending, bunting for the flagpole and we have a joint project going forward for Easter.

- **Christmas Tree Festival**

A Christmas Trees Festival was held between December 8th and 11th with 38 trees decorating the nave. There was a splendid turnout for the festival which also included refreshments and activities for children throughout the festival, a Christmas Craft Market on the Saturday, and a Christingle Service on the Sunday. On the Monday evening there was a prize giving in the categories Businesses, Children's Groups, Adults Groups, Individual/Family, and Best Overall won by Katherine Tuck. The Christmas Tree Festival is generously sponsored by Hans Christmas Andersen Tree Farm and some £3,000 was raised in total for church funds.

- **Social Events**

2023 was a very successful year for the Social Team. Our first event was the Easter egg raffle which raised £421 for church funds. This was followed by a breakfast which was enjoyed by all who attended and raised £220. Our most successful event was 'The Cranleigh Proms' when we were entertained by our very talented church musicians who ended the concert with a sing along of popular songs. The evening finished with prosecco and canapes served in the church rooms and raised £1,528. Ever popular with church and local community, Picnic in the Park followed in June and raised £626. Two more events followed in quick succession, the Harvest lunch and bingo, which together raised £982. It was a fun year with a great variety of well attended events which supported the finances of the church with a total of £3,777.

- **The Rectory Fête**

Thanks to the hard work of our many volunteers and the generosity of visitors our 2023 fete raised almost £6,000 for church funds. We tried a few new things this year including a new layout, bringing everyone together in the main garden which proved very popular, as did "In Accord" a lady's cappella choir. The storm we had midway through the day forced the dance group to perform in the church rooms for their safety, but apart from that we carried on regardless and a great day was had by all.

1170 Charity



1170 is a separate Charity from the church, with the Trustees being from the wider community, as well as having PCC representation. Its aim is to show the church is a significant part of Cranleigh's Heritage and is there for the whole Village. The upkeep and maintenance of St Nicolas is significant but if viewed as an asset for everyone we hope to encourage as many people as possible to contribute.

In 2023 we joined again with Cranleigh Arts and held a Concert, in the Church for Queen's Six. The hot summer evening was a huge success with the church packed out and everyone delighted by the entertaining and talented members of Queen's Six.

The advertising for this concert and its' success plus the launch of our new Logo, have you noticed what the clock hands say, we believe had a significant impact on our Heritage Day in September. With thanks to those in and outside of St Nicolas congregation nearly 5,000 leaflets were distributed in advance of the day. There was then a steady flow of people who enjoyed visiting the Bell tower and Graveyard and organ tours as well as seeing our new timeline display. Financially the day and subsequent weeks brought in £8,000.

We are limited to the events we can hold by our small committee and would welcome anyone who would like to be involved to contact the Trustees or Operations group members.

A grant for £594 was awarded to St Nicolas PCC in 2023 to pay for repairs to the ceiling in the Baynards Chapel.

- **Outreach and Annual Mission Giving**

In 2023 grants were made to Rowleys Centre for the Community (£300), Jigsaw Plus (£2,500), A Rocha UK (£2,500), Cranleigh Community Fund (£300), Happy Child International (£2,500) and Cranleigh Food Bank (£2,500). A grant was also made for £1,850 to the Social Heritage Project in support of a Christmas Day Lunch held in Cranleigh Village Hall in conjunction with the Parish Council.

Other donations were made in the year to the Children's Society, following the Christingle Service, and donations to various charities were made following retiring collections at funerals in accordance with the wishes of the families involved.

- **Letting and Rental Income**

The hiring out of the Church Rooms showed a healthy increase on the previous year rising from £25,367 in 2022 to £29,115. In addition to hiring out the church rooms they are well used by the Parish for a variety of Church and Community activities including the Toddler group, Mothers' Union, PCC meetings, refreshments after services, social committee events and other social gatherings. Lloyds Bank continued to take space in the church car park on alternate Thursday mornings to operate their mobile banking facility although this facility will cease at the end of May 2024.

From November 2023 the curate's house in Orchard Gardens has been let out whilst a property owned by the Diocese is being rented for the current curate.

- **Parish Magazine**

During 2023, we continued to produce and distribute a full colour magazine each month, thanks to the efforts of everyone on the committee.

The members of the magazine committee are Fiona Cantelo, Margie Nursey, Josephine Scurry, Jackie Vale, Nicola Craven-Smith, Michael Wild (who provides many photos for the magazine) and Peter Bond. Annie

Cotterill also makes a valuable contribution by dealing with the time-consuming task of overseeing magazine distribution.

The editorial team comprised five people who kindly gave of their time to put the magazine together – Margie Nursey, Josephine Scurry, Peter Bond, Fiona Cantelo and Nicola Craven-Smith.

We are always seeking interesting new articles and photographs from members of the church and the parish. This year, largely due to the initiative of Michael Wild, we once again included a series of profiles of key members of our church community.

The print run for each month is 400 copies, most of which are distributed by 32 volunteers to homes and public buildings in the village.

We continue to leave copies of the magazine in the church for individual purchase. In addition, 20 copies were mailed each month to interested organisations and people who have moved away.

We are pleased to report that the income from advertising and subscriptions exceeded the outgoings by some £2,000. Once again, Nicola Craven-Smith did a splendid job of chasing up advertisers, so that all slots were once again filled.

Due to the prevailing commercial pressures on businesses, we decided to keep the same advertising rates as for 2022. The cover price of each magazine also remained the same.

Many thanks to our printer, C&A Tickner Ltd., who has been most helpful and supportive, producing a high-quality product for our readers.

• **Stewardship Recorder's Report**

Regular Giving from donors to the General Fund of £98,880, before gift aid, was £4,618 (4.5%) lower than in 2022 continuing the downward trend of recent years. However, this reduction was compensated in the year by higher non regular giving through collections in services including contactless giving.

The number of regular donors at the end of the year were 19 fewer than at the end of 2022 with numbers reducing for a variety of reasons. Although there were some new donors in the year there is an underlying decline in the level of regular giving due to the age profile of current givers.

This will need to be addressed in the short term to protect the reserves of the Church and its ability to fully fulfil its mission.

FINANCIAL REVIEW

Summary

Total income for the year was £240,938 (2022: £240,900) of which £224,736 was in the General Fund (2022: £216,352).

Total expenditure in the year was £239,447, a reduction from £252,696 in 2022 reflecting lower expenditure in restricted funds in the year. £218,164 of the expenditure (2022: £221,706) was in the General Fund in respect of the running costs of the Parish.

Total reserves at the end of 2023 (excluding those relating to fixed assets) were £149,635 (2022: £146,420). The increase in reserves reflects a surplus in the General Fund of £7,232, £12,152 of funding for a potential future Outreach Leader less expenditure in restricted fund particularly on the curate's house.

Unrestricted Funds

In 2023 the General Fund recorded a surplus of £7,232 compared to a deficit of £ (6,128) in 2022.

Total General Fund income increased to £224,736 from £216,352 in 2022 benefitting from increased letting income from the Church Rooms and the letting out of the curate's house. However, voluntary income reduced by £2,153 from the previous year reflecting a trend seen in recent years of regular giving decreasing. However, in 2023 this was in part offset by an increase in collections and sundry donations including contactless giving. Income in all other areas increased including Church Room lettings and rents received (£7,176), Magazine income (£716), Fundraising Events (£1,266) and Income from Investments (£3,781). Expenditure in the General Fund of £218,164 was a reduction of £3,542 on 2022 with expenditure towards a Youth Minister (nil in 2023, £12,772 in 2022) offset mainly by higher utility costs.

In addition to the General Fund, Unrestricted Funds include a Designated Building Fund to provide funds for repairs and maintenance to PCC Buildings. In 2023 the balance of the Fund reduced from £86,125 to £78,552 as expenditure was incurred, particularly on the curate's house (£13,825) in preparation for letting it out.

Restricted Funds

Restricted Funds increased by £10,788 from £1,290,875 at the end of 2022 to £1,301,663 at the end of 2023. Of the total £1,280,000 relates to Land and Building fixed assets which were unchanged in the year.

Income in the year totaled £12,554 of which £12,152 arose from donations received, including gift aid and interest, for a potential future new position of an Outreach Leader with a focus on young people and families.

Expenditure in the year of £1,850 related to a grant, equating to the balance of the Christmas Day Lunch Fund, made to the Social Heritage Fund, who in conjunction with the Parish Council, put on a Christmas Day Lunch for members of the community in Cranleigh Village Hall.

Investment policy

It is not the policy of the PCC to speculate when investing reserve balances, but it is the policy to maximise financial returns whilst taking a low approach to risk. During the year the PCC retained its holding of income shares in The CBF Church of England Investment Fund as a means of improving financial returns on its reserves in the medium term. Other reserves, not required for short-term working capital requirements, are held on deposit with the Central Board of Finance of the Church of England benefitting in the year from higher interest rates.

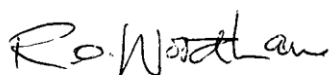
Reserves

Total reserves at the end of 2023 were £1,429,635 an increase in the year of £3,215 reflecting the surplus in the General Fund, donations to the Outreach Leader's Fund and limited expenditure in Restricted Funds.

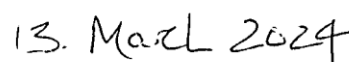
Tangible Fixed Assets account for £1,280,000 of reserves leaving a balance £149,635 for future expenditure and working capital requirements of the Parish. Of this £127,972 is in unrestricted funds and £21,663 in restricted funds to be spent in accordance with the purpose of each fund.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three months' expenditure of the General Fund. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Approved by the Parochial Church Council on 13th March 2024 and signed on its behalf by:



Reverend Canon Roy Woodhams (PCC Chairman)



Date

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

For the year ending 31 December 2023

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2023	2022
	Note	£	£	£	£
INCOMING RESOURCES					
Voluntary Income	2(a)	149,499	12,055	161,554	167,987
Other voluntary incoming resources	2(b)	1,000	-	1,000	250
Incoming resources from charitable activities	2(c)	70,977	-	70,977	61,784
Income from investments	2(d)	5,110	499	5,609	1,416
Other incoming resources	2(e)	1,798	-	1,798	9,463
TOTAL INCOMING RESOURCES		228,384	12,554	240,938	240,900
RESOURCES EXPENDED					
Cost of generating voluntary income	3(a)	89	-	89	92
Charitable activities	3(b)	10,000	1,850	11,850	11,200
Church activities	3(c)	179,126	-	179,126	200,288
Activities related to generating funds	3(d)	22,802	-	22,802	18,196
Church management and administration	3(e)	25,580	-	25,580	22,920
TOTAL RESOURCES EXPENDED		237,597	1,850	239,447	252,696
Net gains/(losses) on investments	6	1,640	84	1,724	(1,827)
NET INCOMING / (OUTGOING) RESOURCES		(7,573)	10,788	3,215	(13,623)
BALANCES BROUGHT FORWARD AT 1st JANUARY		135,545	1,290,875	1,426,420	1,440,043
BALANCES CARRIED FORWARD AT 31st DECEMBER		127,972	1,301,663	1,429,635	1,426,420

BALANCE SHEET

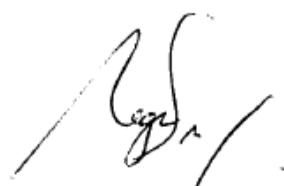
AS AT 31 DECEMBER 2023

			2023		2022	
		Note	£	£	£	£
FIXED ASSETS						
	Tangible	5		1,280,000		1,280,000
	Investments	6		<u>19,897</u>		<u>18,173</u>
				1,299,897		1,298,173
CURRENT ASSETS						
	Debtors	7	10,819		14,544	
	Short term deposits		108,380		109,236	
	Cash at bank and in hand		<u>24,065</u>		<u>20,794</u>	
			143,264		144,574	
CURRENT LIABILITIES		8	<u>(13,526)</u>		<u>(16,327)</u>	
NET CURRENT ASSETS/ (LIABILITIES)				129,738		128,247
TOTAL ASSETS LESS LIABILITIES				<u>1,429,635</u>		<u>1,426,420</u>
PARISH FUNDS		9 & 10				
	Unrestricted			127,972		135,545
	Restricted			1,301,663		1,290,875
				<u>1,429,635</u>		<u>1,426,420</u>

Approved by the Parochial Church Council on March 13th 2024 and signed on its behalf by:


13. March 2024

Reverend Canon Roy Woodhams
Chairman



Rogan G Dixon FCMA
Hon. Treasurer

The notes on pages 19 to 25 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the relevant requirements of FRS102 (Financial Reporting Standards); the recommendations of the SORP 2015 (Statement of Recommended Practice) and the selection of appropriate accounting policies that comply with FRS102 and the SORP (2015).

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

Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Other funds, designated for a specified purpose by the donor, are held as Restricted Funds.

Incoming resources

Voluntary income

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in note 10, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Regular giving under Gift Aid is recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other income

Rental income from the letting of church premises is recognised when the rental is due. Income raised through parish activities and similar events is accounted for gross.

Income from investments

Interest and dividend income, which is received gross, is accounted for when it is received.

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

Resources expended

Expenditure is generally recognised when it is incurred and is accounted for gross.

Grants

Grants are made under Mission Giving each year. The target of the PCC is to make grants equivalent to 10% of agreed income streams although in recent years total grants made have been varied to take account of the underlying financial position of the parish. Individual grants made in 2023 ranged in value between £300 and £2,500.

Activities directly relating to the work of the Church

The Diocesan Parish Share is paid to the Guildford Diocesan Board of Finance in accordance with the amount advised annually. The Parish Share covers an allocated share of total Diocesan ministry, education, development, management and administration costs. The amount payable for the year ended 31st December 2023 has been paid in full.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold Land and Buildings

Freehold Land and Buildings are included in the accounts at their open market values. The last valuation was carried out for the 2019 accounts

Other fixtures, fittings and office equipment

Individual items with a cost of less than £10,000 are written off on acquisition.

Investments

Investments are included in the accounts at their market value on the 31st December.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits represent cash held on deposit with the Central Board of Finance of the Church of England.

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	2022 £
2(a) Voluntary income				
Regular giving from donors	98,880	9,125	108,005	115,228
Collections	9,658		9,658	7,136
Sundry donations	12,506	640	13,146	12,728
Income tax recoverable on Gift Aid	28,455	2,290	30,745	32,895
Total 2023	149,499	12,055	161,554	-
Total 2022	151,652	16,335		167,987
2(b) Other voluntary incoming resources				
Legacies	1,000		1,000	250
Total 2023	1,000	-	1,000	
Total 2022	250			250
2(c) Incoming resources from charitable activities				
Church rooms letting and rents	33,771		33,771	26,595
Magazine income	7,321		7,321	6,605
Miscellaneous sales	3,106		3,106	3,490
Fees paid to the PCC	11,084		11,084	10,665
Church events and fundraising	15,695		15,695	14,429
Total 2023	70,977	-	70,977	
Total 2022	61,784			61,784
2(d) Income from investments				
Dividends	495	48	543	137
Interest	4,615	451	5,066	1,279
Total 2023	5,110	499	5,609	
Total 2022	1,329	87		1,416
2(e) Other incoming resources				
Grants	1,798		1,798	9,463
Total 2023	1,798	-	1,798	
Total 2022	2,071	7,392		9,463
TOTAL INCOMING RESOURCES	228,384	12,554	240,938	
Total 2022	217,086	23,814		240,900

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2023

3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	2022 £
3(a) Cost of generating voluntary income				
Stewardship costs	89		89	92
Total 2023	89	-	89	
Total 2022	92	-		92
3(b) Charitable activities				
Mission giving	10,000	1,850	11,850	11,200
Total 2023	10,000	1,850	11,850	
Total 2022	11,200	-		11,200
3(c) Church activities				
Ministry: Diocesan parish share	118,575		118,575	122,079
Rector's housing	653		653	953
Rector's working expenses	2,828		2,828	2,858
Curate's housing	24,529		24,529	1,597
Curate's working expenses	1,554		1,554	1,542
Church running expenses	15,364		15,364	11,010
Church maintenance	5,478		5,478	19,721
Upkeep of services	2,662		2,662	4,531
Employment costs	4,852		4,852	32,431
Young People's Minister activities	90		90	2,368
Upkeep of churchyard	2,541		2,541	1,198
Total 2023	179,126	-	179,126	
Total 2022	172,155	28,133		200,288
3(d) Activities related to generating funds				
Magazine expenses	5,236		5,236	5,773
Church Rooms expenditure	17,368		17,368	10,867
Other expenditure	198		198	1,556
Total 2023	22,802	-	22,802	
Total 2022	18,196	-		18,196
3(e) Church management and administration				
Audit fees	2,748		2,748	2,592
Administration	7,772		7,772	6,863
Employment costs	15,060		15,060	13,465
Total 2023	25,580	-	25,580	
Total 2022	22,920	-		22,920
TOTAL RESOURCES EXPENDED	237,597	1,850	239,447	
Total 2022	224,563	28,133		252,696

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2023

4 STAFF COSTS

	2023	2022
	£	£
Wages and salaries	19,912	45,896
	<u>19,912</u>	<u>45,896</u>

During the year the PCC employed a Church administrator and a Verger both of whom are part time. The Verger retired in September and the role is currently carried out by volunteers. In 2022 a Young People's Minister was also employed.

5 FIXED ASSETS

Tangible fixed assets

Consecrated and benefice property are not included in the accounts. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory.

The Church Rooms, adjoining office and Hazelwood Room (valued together) and 22 Orchard Gardens are included at open market including land values as revalued by Oxborough Chartered Surveyors for the 2019 accounts.

Office and Church Rooms equipment with an individual value greater than £1,000 had previously been capitalised and depreciated. In 2021 the Fixed Asset policy was changed to only capitalise individual assets with a value greater than £10,000 of which there have been none in recent years. The remaining book value of the equipment assets was fully depreciated in 2021.

	Buildings	Equipment	Total
	£	£	£
Open Market Value			
Church Rooms	735,000		735,000
22 Orchard Gardens	<u>545,000</u>		<u>545,000</u>
Sub total buildings	1,280,000		1,280,000
Equipment Original Cost		14,259	14,259
Additions in year	-	-	-
Total	<u>1,280,000</u>	<u>14,259</u>	<u>1,294,259</u>
Depreciation			
to 31/12/22	-	14,259	14,259
for 2023	-	-	-
Total Depreciation	<u>-</u>	<u>14,259</u>	<u>14,259</u>
Net Book Value	<u>1,280,000</u>	<u>-</u>	<u>1,280,000</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2023

6 INVESTMENTS

	2023	2022
	£	£
Income Shares	19,897	18,173
	<u>19,897</u>	<u>18,173</u>

In August 2022 the PCC acquired 880.20 Income Shares in The CBF Church of England Investment Fund at a cost of £20,000. At 31st December 2023 the market value of the shares was £19,897 and the unrealised gain of £1,724 in the year has been recognised in the SOFA.

7 DEBTORS

	2023	2022
	£	£
Income tax recoverable	5,878	5,635
Prepayments and accrued income	4,941	8,909
	<u>10,819</u>	<u>14,544</u>

Income tax recoverable represents amounts due from the Inland Revenue, in respect of gift aided donations made in 2023, which will be received in 2024.

Prepayments and accrued income include amounts due to the PCC at 31st December 2023 but received in 2024, and amounts paid in advance for services received in 2024.

8 CURRENT LIABILITIES

	2023	2022
	£	£
Accruals	7,089	9,791
Deferred income	<u>6,437</u>	<u>6,536</u>
	<u>13,526</u>	<u>16,327</u>

Accruals mainly include invoices received after 31st December 2023 for goods and services provided in 2023. Deferred income includes magazine subscriptions and magazine advertising fees received in 2023 for the 2024 magazine, and amounts received in 2023 for fees and rents due in 2024.

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	-	1,280,000	1,280,000
Investments and bank balances	131,249	21,093	152,342
Debtors	10,249	570	10,819
Current liabilities	(13,526)	-	(13,526)
	<u>127,972</u>	<u>1,301,663</u>	<u>1,429,635</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

10 FUND DETAILS	Balance 01.01.2023 £	Incoming Resources £	Resources Expended £	Revaluations Gains/(Losses) £	Transfers £	Balance 31.12.2023 £
Unrestricted						
General Fund	49,420	224,736	(218,164)	660	(7,232)	49,420
PCC Building Fund	86,125	3,648	(19,433)	980	7,232	78,552
Total Unrestricted	135,545	228,384	(237,597)	1,640	-	127,972
Restricted						
Outreach Leader's Fund	-	12,152				12,152
Church Building Fund	7,170	402		84		7,656
Audio Visual Fund	1,855					1,855
Christmas Day Lunch Fund	1,850		(1,850)			-
Land & Buildings	1,280,000					1,280,000
Total Restricted	1,290,875	12,554	(1,850)	84	-	1,301,663
TOTAL FUNDS	1,426,420	240,938	(239,447)	1,724	-	1,429,635

Unrestricted Funds

The General Fund represents the accumulated surplus that has not been designated by the PCC for a specific purpose. In 2023 income in the year exceeded expenditure resulting in a surplus in the year of £7,232. The PCC agreed that the surplus should be transferred to the Designated Building Fund to offset against expenditure in 2023 on the curate's house.

The PCC Building Fund was established in 2021 and recognises the responsibility of the PCC to retain funds for current and future repair works to church buildings, namely the church, the church rooms and the curate's house. Expenditure in the year includes £13,825 of repair and maintenance costs to the curate's house in preparation for its letting. Income in the year arose mainly from investments. In addition a grant of £594 was received from the 1170 Charity to meet the cost of repairs to the ceiling in the Baynards Chapel.

Restricted Funds

The Outreach Leader's Fund was previously called the Young People's Minister Fund. Subject to funding it is intended to appoint an Outreach Leader in 2024 with a focus on young people and families. Donations received in 2023, including gift aid, and it is anticipated they will be utilised to offset against the future employment costs of this position.

Church Building Fund was established to record donations, and associated expenditure, in respect of the Church building. No expenditure was incurred in the year with income being received from investments and some small donations.

Audio Visual Fund was established in 2021 to record income and expenditure for enhancements to the audio visual system acquired in 2020. There was no income or expenditure in 2023.

Christmas Day Lunch Fund was established to record donations received and expenditure incurred to provide a lunch on Christmas Day for people in the community. In 2023 it was agreed that the lunch would be organised in conjunction with Cranleigh Parish Council and held in the Village Hall. The PCC agreed that a grant equivalent to the balance in the Fund should be made to support that event and to close the Fund.

Land & Buildings represent the open market value as at 31st December 2019 of church buildings which are periodically revalued.

11 CAPITAL COMMITMENTS

At the year end there were no capital commitments contracted for but not provided for within the accounts (nil at end 2022).



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

The Parochial Church Council of the Ecclesiastical Parish of Cranley
otherwise Cranleigh

**On accounts for the year
ended**

31 December 2023

**Charity no
(if any)**

1131701

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**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 Trust's accounts carried out under section 145 of the 2011 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**

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

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

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

Signed:

Camilla Hills

Date: 04 March 2024

Name:

Camilla Hills

**Relevant professional
qualification(s) or body
(if any):**

Address:

Oakwood Business Consultants, Unit 3, The Dairy, Tilehouse Farm Offices,
East Shalford Lane, Guildford, Surrey, GU4 8AE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to disclose.

Accounts



**Trustees Annual Report
and Financial Statements of the PCC**

Year Ended 31st December 2022

CONTENTS

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Financial Statements	
Income & Expenditure Account	15
Balance sheet	16
Notes to the Financial Statements	17 - 23
Independent Examiner's report	24 - 25

Administrative Information

This document is prepared by the Parochial Church Council (PCC) of the Ecclesiastical Parish of Cranley otherwise Cranleigh.

Rector and Advisers:

Rector: Reverend Canon Roy Woodhams

Registered Charity No: 1131701

Bankers: Lloyds Bank Plc
PO Box 1000
BX1 1LT

Independent Examiner: Oakwood Business Consultants
The Dairy
Tilehouse Farm offices
East Shalford Lane
Shalford
Guildford
GU4 8AE

St Nicolas Church Cranleigh is situated in the High Street, Cranleigh, Surrey. It is part of the Diocese of Guildford within the Church of England. The registered name is 'The Parochial Church Council of the Ecclesiastical Parish of Cranley otherwise Cranleigh' and referred to as 'PCC St Nicolas Church Cranleigh.'

The following have served on the PCC during the period from 1st January 2022 until the date of this report unless otherwise indicated. All PCC members serve as a Trustee of the registered charity:

Chairman (Rector):	The Reverend Canon Roy Woodhams	
Curate:	The Reverend Tim Clifford Hill	
Assistant Curate:	The Reverend Rutton Viccajee	
Young People's Minister:	Miss Emily Clark	to December 2022
Licensed Lay Minister:	Mrs Judith Wedderspoon	to December 2022
Churchwardens:	Mrs Susan Clarke	
	Mr Michael Roberts	
Hon. Secretary:	Mr Paul Jenkins	
Hon. Treasurer:	Mr Rogan Dixon	
Parish Administrator:	Mrs Nicola Craven-Smith	without voting rights
Deanery Synod:	Mrs Sandra Keeping	
	Mrs Joan Connolly	
	Miss Margie Nursey	
	Mr Maurice Bowles	
Elected Members:	Mrs Mandy Crook	from APCM 2022 to July 2022
	Mr Bill Rothwell	from APCM 2022
	Mr Frank Sole	
	Mrs Susan Knight	from APCM 2022
	Mr Nigel Lynn	co-opted from July 2022
	Miss Georgina Francis	
	Mrs Jane Etherington	
	Mr Alan Walton	
	Mr Bryn Jones	
	Mrs Katherine Tuck	

Vision Statement

St Nicolas Cranleigh – Caring, Sharing & Daring

A Community Growing in Faith, Hope and Love, Reaching into the heart of the local community, Leading all to the liberating truth of Christ.

To achieve this, we seek:

- to be an inclusive church, welcoming all in the love of Christ
- to be a light shining in the community
- to uphold Christian values
- to make a stand for truth and justice on issues local, national and international
- to respond to the changing culture of the 21st Century
- to deepen our faith and understanding of what it means to be Christian
- to encourage 'All Member Ministry' – we all have a part to play in church life and promoting Christian values
- to be a church representing the whole age and social profile of the community
- to encourage the building of Community Spirit within the Village
- to grow our current membership

At the heart of everything we do are our 3 F's: Faith, Family and Friendship. You will find us Welcoming, Caring, Listening, Supportive, Passionate and Engaging.

Safeguarding

The PCC is committed to Safeguarding all Children, Young People, Victims of Domestic Abuse and Vulnerable Adults.

Public Benefit

As the Parish Church for Cranleigh, St Nicolas is open to all denominations for Christian worship. The Church is at the heart of our community and open every day. It is an active Church with a wide age range, aiming to show the love of Christ through all we say and do. There are a rich variety of services to suit different ways of worshiping God ranging from Common Worship Holy Communion to informal Family Services, traditional 1662 Holy Communion and Evensong. Furthermore, St Nicolas appeals to young people and families with an increasing breadth of Christian fellowship, activities and events.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 and is registered with the Charity Commission.

The day-to-day management of the PCC is vested in the Rector (the PCC Chairman) with support from the two Churchwardens.

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.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees 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:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accruals basis.

The trustees are responsible for keeping sufficient 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, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are 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.

Standing Committee

This is the only committee required by law and must have not less than five members; the Rector, two Churchwardens and two others appointed by members of the PCC. The Standing Committee has the power to transact the business of the PCC between PCC meetings, subject to any direction given by the PCC.

PCC Meetings

In 2022 there were 7 PCC meetings and the APCM held on 27th April 2022. The January meeting was a virtual meeting on Zoom, all other meetings were held in person including the APCM which was also live-streamed.

Team Structure

It is intended that all PCC members serve on at least one of the teams, thus providing the means for the PCC to enquire upon any points raised within team meeting minutes presented to the PCC. Some teams meet on a regular basis whilst others are brought together to plan and organise specific events or activities. The teams include:

- **Finance Team**

The Finance Team includes a Chair, the Treasurer, the accounts bookkeeper, a Churchwarden and the Stewardship Officer. The team oversees the financial governance and day to day finances of the Church. It monitors all income and expenditure, sets the annual Budget and prepares the Annual Report and Financial Statements. It is responsible for establishing an overall system of financial controls, including establishing financial policies, and for bringing to the PCC items which the PCC are required to approve. The Stewardship Officer is responsible for monitoring and maintaining confidential records of all planned giving including the claiming of gift aid.

- **Buildings Team**

The team is chaired by a Churchwarden and focuses on the maintenance of the Church, Churchyard, Church car park, Church Rooms and the curate's house. The Buildings Team has authority to carry out minor works, and to make recommendations to the PCC via the Finance Team, where appropriate, for major repairs or alterations including any matter involving a faculty or Archdeacon's certificate.

- **Young People's Team**

The Young People's team was formed to act as a support for the Young People's Minister.

- **Magazine Team**

The team oversees all matters concerning the Parish Magazine relating to editorial, advertising and financial management.

- **Outreach and Missions Team**

Establishes and maintains practical contact with the missions and charities supported by St Nicolas, reviews local outreach opportunities and identifies local, national and international missions /charities to whom St Nicolas Church's annual mission funding can be made. The team's recommendations are reviewed and agreed by the PCC prior to grants being made.

- **Social Team**

Advises, initiates, promotes and assists in providing a range of social activities to appeal not only to the Church congregation but also to the wider community.

Risk Management

The PCC addresses the key areas of risk management regarding safeguarding and health and safety. Insurance prevails on major risks and a Fire Risk Assessment and Health and Safety Report are formally documented and regularly reviewed. Risk assessments are carried out on all activities and events which are the responsibility of the PCC.

St Nicolas, Cranleigh has adopted the Church of England 'Promoting a Safer Church' Policy Statement, the House of Bishop's Practice Guidance and supporting Diocesan Safeguarding Protocols.

The PCC maintains a Finance Committee with relevant or related professional experience. The committee regularly reviews financial governance, updating its terms of reference and its policies as required.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Roy Woodhams, in promoting the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has responsibility for the financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, and curate's house. It also has to agree any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC gives careful consideration to the Charity Commission's general guidance on public benefit.

Parishioner and Church Member Involvement

The PCC is continuously indebted to all parishioners who give their time and talent to care for all aspects of Church life. Through the various teams, Church groups and individual volunteers, all aspects of worship, social activities, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of faithful helpers, upkeep of the services provided and the Church property, would not be viable.

Mission Giving

The policy of the PCC is to make Mission Giving grants each year equivalent to 10% of agreed income streams. In 2020 and 2021 concerns over income levels meant that Mission Giving in these years was restricted.

However, for 2022, using 2021 planned giving income as a base, Mission Giving was increased, although grants are still below the 10% target.

REVIEW OF THE YEAR

• Church attendance

There were 312 parishioners on the Electoral Roll for 2022, 6 of whom live outside the GU6 post code. This figure represented a decrease of 4 on 2021.

In-person attendance has stabilised as people started coming back to 'live' services but has not 'bounced back' to pre-Covid levels, especially as regards younger families.

The average weekly attendance in October was 133 (similar to 2021), with between 10 and 20 watching the live stream, and rather more (50-60) watching on catchup.

Christmas services showed a distinct recovery, with 699 attending services on Christmas Eve and Christmas Day, compared to 369 in 2021.

• Services

Whilst it is still only a provisional arrangement, people are adapting to the new pattern of Sunday services as agreed by the PCC since April 2022. The **8 am** Communion service remains unaltered, but evening services are now fortnightly and start at **6 pm**, alternating between a Choral Communion and Evensong – the latter a slot that has also been used to invite other choirs to visit St Nicolas – notably the Guildford Cathedral choir and the choir of Shere and Peaslake.

At **10 am** there is an All-Age service on 1st and 3rd Sundays and, on 2nd and 4th Sundays, a Parish Communion followed at **11.30** by a new 'Discovery' service – worship, teaching and prayer with families in a contemporary style. The 10am service continues to be live streamed each week via our YouTube channel 'St Nicolas Church Cranleigh'.

• The Queen

The death of Her Majesty Queen Elizabeth II in September was marked with a memorial table in front of the altar and with a commemorative service of reflection held on Sunday 11th September.

• The war in Ukraine

We continued to pray for peace and to support the Ukrainian community in Cranleigh. There has been a short service at the village War Memorial every month since the invasion on February 24th 2022.

• Other events this year

70 people attended our Picnic in the Park on a balmy July evening, with the Graham Hix Quintet providing music for a summer's evening.

The Rectory Fête took place on a beautiful day and was much enjoyed by all and raised a welcome amount of money for church funds.

As we resumed more 'normal' indoor activities, in September the Social Team held a parish breakfast between the 8 am and 10 am services, a chance for both congregations to meet up over bacon butties and croissants.

The '1170' team (a charity that raises funds for the upkeep of the church) laid on a very interesting Heritage Day in the church in September, with an exhibition of church records and registers and organ demonstrations.

Harvest lunch was served on the first Sunday in October with a challenging quiz to add to the entertainment.

A first this year was a 'Nativity Festival' weekend in church, featuring crib scenes contributed by villagers and parishioners – and including a striking new cut-out nativity scene in the churchyard created by our artistic church administrator.

As Christmas approached, we once again had a beautiful tree donated by Santa Fir and installed by our dedicated team.

As most of our resident First Aiders had expiring certification, a fresh course was held in December with 12 attendees, and another course is lined up for March 2023.

- **People**

We said farewell and heartfelt thankyou's to Judy Wedderspoon, after many years' service as a Licensed Lay Minister, who moved to Edinburgh to be closer to her family.

And we also said farewell to Emily Clark, our Youth Minister, after over a year in post, with gratitude for all her work at St Nicolas. We are also very grateful to those who have volunteered to help with the young people's work going forward. Little Nic's Toddlers, which Emily had promoted and developed so successfully, continues to run on Fridays in term-time, and there is also a popular Toddler Praise service every Wednesday in the Methodist church.

As Tim Clifford Hill nears the end of his time with us, we are pleased to report that a new curate, Erik Heemskerk, has been appointed to succeed him and we look forward to welcoming him and his family into our midst.

- **Caring, Sharing, Daring**

The PCC adopted a new Church Development Plan in May, and the Caring and Sharing Teams were invited to make recommendations for moving forward.

Our **Caring** Team has focused particularly on reviving our welcome to Baptism families, and this initiative is now under way.

The **Sharing** Team has been working on ways to grow the church in numbers and in faith, and one outcome has been the Lent course proposed for February 2023.

As regards **Daring**, maybe the most significant development here has been the appointment of a new architect Adam Heike of Nye Saunders, Godalming, and we hope soon to move forward with plans for improvements to the church building.

- **Buildings**

As ever with a building of the age of St Nicolas, there are always maintenance works to carry out. During the year two leaks through the choir vestry roof had to be located and then repaired. The grills covering over the nave floor adjacent to the pews needed fresh support to stop them from collapsing. The flooring in the north transept close to the exit from the Choir Vestry had dropped a little and needs resealing permanently. A significant piece of stone masonry work at the west end of the north aisle was carried out with a financial donation of £5K from the 1170 charity towards the net cost of £10K.

Two matters for the future are the dropped flooring part way along the north aisle and the ingress of damp in the lady chapel window and behind the Rector's stall.

During a storm the fascia boarding across the front of the church rooms had to be replaced.

The rare Mulberry tree in the churchyard had to be seriously made safe as a result of storm damage to the upper limbs.

- **Choir and Music**

Michael Clarke continued to lead the choir and music group/band in providing musical support for services in St Nicolas, and for the first time for three years we were delighted to have a full year free of any Covid-19 restrictions.

The new year brought a new monthly pattern of Sunday services. For the choir this meant morning Parish Communion on 2nd, 4th and 5th Sundays, an evening Choral Communion on 1st Sundays, and Choral Evensong on 3rd Sundays. The last is a particular challenge, but the choir rose very well to this and sang full settings of the Preces and Responses, Magnificat and Nunc Dimittis as well as an anthem in seven Choral Evensongs during the year. The remaining five 3rd Sunday evenings comprised:

- in May we welcomed Rosemary Field of the Royal School of Church Music to lead a singing workshop in St Nicolas for choirs from churches in the local area, which finished with a combined choirs service
- in June the Choir of Guildford Cathedral visited us to sing Choral Evensong
- in August the choir were officially 'on holiday'
- in October we hosted a Confirmation Service for churches in the Deanery
- in December the evening service was the Christmas Carol Service

The choir also sang at a number of weddings and funerals during the year, at midweek services for Ash Wednesday, Maundy Thursday and Ascension Day, and at the usual Carol Services for Advent and Christmas, joined for the latter by singers from other Cranleigh churches and a number of welcome 'extras' from our own congregation. Finally on the social side the choir had their usual Advent Supper after the Advent Carol Service, and in July were able to enjoy their first Choir Summer Dinner for 3 years.

The band was responsible for supporting the music for All Age Worship and Communion services on 1st and 3rd Sunday mornings respectively, as well as for the Christingle Service and two Crib Services in December. This year it was great to have a couple of our young people singing with the band from time to time.

- **Bell Ringing**

2022 saw a return to weekly bell ringing practice and ringing for the Sunday morning service and the 1st and 3rd Sunday evening services. A few quarter peals were rung towards the end of the year, including one in remembrance for the Queen. Bells were also rung for a number of weddings during the year. As a result of a number of members having to give up for health reasons there are now only 12 ringers, although not all can attend regularly. However, there are 2 new junior members who started mid-year and should be able to start ringing for services shortly.

- **Child and Adult Safeguarding**

PCC Actions

In May 2022, the PCC agreed to continue to adopt the Diocese Safeguarding Policy and ensure that the PCC will comply with the duty to have due regard to the House of Bishop's Practice Guidance.

Brian Boxall the Parish Safeguarding Officer (PSO) attended a PCC meeting early in the new church year, to introduce himself to new members, and to remind all members of their safeguarding duties and the responsibilities of the PCC.

During the year, the PSO continued to work with the PCC. He attended the PCC in October 2022, where he presented the Parish Safeguarding Dashboard. This is a Diocese tool which measures the implication of safeguarding measures within a parish. The PCC approved the resultant action plan. The challenge for 2023 is to ensure the Parish reaches level 3 on the dashboard.

The PSO continued working with the Young People's Minister and Katherine Tuck the PCC safeguarding lead member. He has also worked with Tricia Hislop in respect of the Pastoral Assistants.

Recruitment

In the absence of Young People's Minister, the PSO is working with the Church Wardens to ensure that the youth group leads have the relevant DBS checks and training.

Training

Individuals in the parish have continued to undertake online training at various levels. This is still an area where more work needs to be done, including ensuring that all PCC members have completed foundation level safeguarding training, and the domestic abuse online training which has for the past couple of years been on hold.

Conclusion

The safeguarding of adults and children must remain a priority for all members of St Nicolas. Whilst the focus on COVID may have been reduced, the long-term impact on physical and mental health is still to be fully understood. The significant increase in the cost of living will be having an impact on the lives of residents, as evidenced by the significant increase in the use of the local foodbank. This may impact on the safeguarding of both adults and children including those in our church community. Whilst we have the policies in place and individuals trained, we need to remember that it is the responsibility of us all to look out for the children, young people and vulnerable adults in our parish and take positive action if we have concerns.

- **Children, Youth and Family Work**

The year saw both a change and continuation in our ministry to the young people of Cranleigh.

New activities

Discovery Service

In 2022 a new service was initiated, which is currently going through a trial period. The Discovery service occurs on occasional Sundays in the month. It is a contemporary service with no fixed structure. The aim is to help congregants discover more about our faith and ourselves. Services have included prayer stations, small group discussions and personal testimonies. It has been relatively well attended. In 2023 we hope to focus on the future of this service and how to invite other members of the Cranleigh community to it, particularly anyone who is new to church and faith.

Service pattern

Our service pattern changed in 2022. On the 1st and 3rd Sunday of the month, the 10am services are now aimed at all ages, so worship and fellowship can be enjoyed together. The first Sunday is a non-eucharistic service. The third Sunday is an All Age Communion. This year our guest preachers have included the Archdeacon of Surrey, The Ven. Paul Davies.

Continuing activities

Little Nic's Toddlers

The toddler group was re-established in 2022 and has been running every Friday morning during term time in the Church Rooms. Each week we enjoy free playtime, a chat, snack and end the morning with a simple Bible story, singing and our Goodbye song. This has become a very popular activity with sometimes nearly thirty children present.

Toddler Praise

This group has been running on a Wednesday morning in the Methodist Church and co-ordinated by Anne Beresford. The group is a place where parents and toddlers can worship together and hear short Bible stories.

Open the Book

Along with the other Churches in Cranleigh, St. Nicolas Church has been taking part in 'Open the Book' at St. Cuthbert Mayne school. We hope that in 2023 this ecumenical project will extend to our church school, as part of their collective worship.

Looking to the future

Farewell and Thanks

In December 2022 we bade farewell to our Young People's Minister Emily Clarke. Emily has moved to work at our church school. We thank her for all that she has achieved in her time with us.

At this point we are pausing our full time Young People's Minister role. This pause will enable us to take stock of our ministry and outreach to all people of all ages and will help us to find the best route forward for our church and community. We are indebted to Steff Shepherd, Claire Oxborough and Claire Jones who are voluntarily taking on parts of our youth ministry so that we can continue to teach the children of our parish.

- **Cranleigh Mothers' Union**

The year started with the Winter Warmer in January being cancelled due to Covid. From February to December 2022 all meetings were held with an attendance of approximately 40 members per meeting. The our annual Garden Party was held as a lunch in the church rooms which went down well. A Deanery Service at Chilworth in October was followed by tea and cake and in December there was a Communion service in Church followed by coffee and mince pies. Activities restarted at Knowle Park and Cedar Court care homes and a prayer group has been running each month from various member's homes.

Contact is maintained with all members through a monthly email and by post. Members supply various items for the food bank once a month.

A coffee morning was offered in October, for anyone that wanted to come, in the church rooms which attracted a few local visitors and others visiting the area, it is hoped to repeat this again in 2023.

The sewing/knitting group has been meeting on most Monday mornings and has undertaken a range of making/mending items for various people, which has meant that the group now has an iron, ironing board and a sewing machine which was donated.

One new member was enrolled in the year making a total of 79 active members with the hope of enrolling a few more members in 2023 who have shown interest.

- **Nativity Festival**

Our first Nativity festival was held over the first weekend in December. It was well received with 31 entries of various shapes and sizes. There was a positive feedback from those that visited and £1,300 was raised for church funds including from the marketplace on the Saturday with craft re-gifting and Fairtrade stalls. Katherine Tuck, Sandra Keeping and Nicola Craven-Smith all helped in making the festival a success and looking ahead it is hoped to develop it further in future years.

- **Social Events**

During 2022 the Social team organised three very successful events. The first one being the annual Picnic in the Park in the Rectory garden. This was on 16th August at 5pm and approximately 70 people enjoyed their picnics and danced to the music of the Graham Hix quintet. On 18th September a parish breakfast was held when about 60 people enjoyed breakfast cooked by the Social Team. In October the annual Harvest lunch was held and approximately 70 people enjoyed a delicious lunch cooked by members of the team. In all, these events raised £1,900 for church funds.

- **The Rectory Fête**

The Rectory Fête started at the later time of 11.30am which perhaps impacted on the number of people attending. It was however a beautiful day and many people enjoyed the food, drink and the activities in the arena. A new game this year was the popular Human Fruit Machine. The stall holders all worked very hard to make their stalls look inviting and thanks to the generosity of all those attending over £8,000 was raised for church funds which was the best result for many years.

- **Fairtrade**

In the past year St Nicolas has continued to support the work of Fairtrade by purchasing Fairtrade goods for events that are catered. There were successful Fairtrade stalls at the Rectory Fête in the summer and The Nativity festival at Christmas and there was good support for the Garage stalls held in March and November.

With the support of the Church in helping to run events and from loyal customers, profits from sales are sent via the Guildford Mukono Link to schools projects in Uganda. This year £800 was sent to support Harriet gaining a motor bike to help with transport to her land where she grows food to help feed the children attending her school.

- **Outreach and Annual Mission Giving**

In 2022 grants were made to Rowleys Centre for the Community (£300), Jigsaw Plus (£2,500), A Rocha UK (£2,500), Cranleigh Community Fund (£300), Happy Child International (£2,500) and Cranleigh Food Bank (£2,500). Other donations were made in the year to the Children's Society, following the Christingle Service, and donations to various charities were also made following retiring collections at funerals in accordance with the wishes of the families involved.

- **Church Rooms**

The hiring out of the Church Rooms returned to pre Covid levels resulting in an increase in letting fees and rent of £7,869 to £26,595. Lloyds Bank continued to take space in the church car park on alternate Thursday mornings to operate their mobile banking facility. In addition to hiring out the church rooms they are well used by the Parish for a variety of Church and Community activities including the Toddler group, Mothers' Union, Community Lunch, PCC meetings, refreshments after services, social committee events and other social gatherings.

- **Parish Magazine**

During 2022, we continued to produce and distribute a full colour magazine each month, thanks to the efforts of everyone on the committee - despite the continuing impact of the Covid virus.

We are always seeking interesting new articles and photographs from members of the church and the parish. This year, largely due to the initiative of Michael Wild, we included a series of profiles of key members of our church community.

The editorial team comprised five people who kindly gave of their time to put the magazine together – Margie Nursey, Josephine Scurry, Peter Bond, Fiona Cantelo and Nicola Craven-Smith.

The print run for each month is 400 copies, most of which are distributed by 33 volunteers to homes and public buildings in the village. All of these volunteers agreed to continue delivering during the pandemic, for which we are truly grateful.

After the Covid restrictions were eased, we began, once more, to leave copies of the magazine in the church for individual purchase. In addition, 20 copies were mailed each month to interested organisations and people who have moved away.

Subscription payments for the magazine were traditionally collected on the doorstep by the distributors but, as a result of the pandemic, subscribers were advised to make payments either by internet banking or by cheque, posted to the magazine treasurer, Jackie Vale.

The income from advertising and subscriptions still comfortably exceeded the outgoings. Once again, Nicola Craven-Smith did a splendid job of chasing up advertisers, so that all slots were once again filled.

Due to the prevailing commercial pressures on businesses, we kept the same advertising rates for 2022. The cover price of each magazine also remained the same as it was in 2021.

At the end of the year, financial considerations meant that we switched to a new local printer, C&A Tickner Ltd. They replaced Alastair May, who for many years provided invaluable advice and assistance with the printing and timely production of the magazine each month. We are most grateful to Alastair for his support over such a long period of time.

The members of the magazine committee are Fiona Cantelo, Margie Nursey, Josephine Scurry, Jackie Vale, Nicola Craven-Smith, Michael Wild (who provides many photos for the magazine) and Peter Bond. We also welcomed Annie Cotterill, who took over the time-consuming task of supervising magazine distribution.

- **Stewardship Recorder's Report**

Regular Giving from donors of £115,228, before gift aid, was £9,564 (7.7%) lower than in 2021 reflecting an equivalent reduction in the total number of donors.

The number of regular donors at the end of the year were 15 lower than at the end of 2021 with numbers reducing for a variety of reasons. Although there were some new donors in the year there is an underlying decline in the level of regular giving due to the age profile of current givers.

This will need to be addressed in the short term to protect the reserves of the Church and its ability to fully fulfil its mission.

FINANCIAL REVIEW

Summary

Total income for the year was £240,900 (2021: £264,862) of which £216,352 was in the General Fund (2021: £234,989).

Total expenditure in the year was £252,696 a reduction from £317,747 in 2021 reflecting lower expenditure in restricted funds in the year. £221,706 of the expenditure (2021: £207,649) was in the General Fund in respect of the running costs of the Parish.

Total reserves at the end of 2022 (excluding those relating to fixed assets) were £146,420 (2020: £160,043). The reduction reflects the deficit in the General Fund of £(6,128) and planned expenditure in restricted funds.

Unrestricted Funds

In 2022 the General Fund recorded a deficit of £(6,128) compared to a surplus of £21,825 in 2021.

Total General Fund income reduced to £216,352 from £234,989 in 2021 mainly the result of £17,633 of Covid related grants received in 2021 not being replicated in 2022. However, voluntary income reduced by £13,568 from the previous year reflecting a trend seen in recent years of regular giving and other donations decreasing. Income from other sources increased to partly offset this reduction as church activities returned to pre Covid levels. In particular letting income increased by £7,869 and fundraising income increased by £3,236 following a successful Rectory fête and Nativity Festival.

Expenditure in the General Fund of £221,706 was an increase of £14,057 on 2021. This included an increase to Mission Giving from £5,549 to £11,200 reflecting a policy decision of the PCC to move towards making grants equivalent to 10% of agreed income. Other expenditure has increased as church activities returned to pre Covid

levels and as higher energy costs impacted from October.

In addition to the General Fund, Unrestricted Funds include a Designated Building Fund to provide funds for repairs and maintenance to PCC Buildings. In 2022 the balance of the Fund reduced from £89,189 to £86,125 as expenditure was incurred.

Restricted Funds

The balance of Restricted Funds reduced by £4,431 from £1,295,306 at the end of 2021 to £1,290,875 at the end of 2022. Of the balance £1,280,000 relates to Land and Building fixed assets which were unchanged in the year. The balance of other Funds reduced from £15,306 to £10,875 in line with expectations.

Income in the year totaled £23,814 comprising £14,340 towards the employment costs of the Young People's Minister, a £5,000 grant from the 1170 Charity which raises funds for the upkeep of St Nicolas Church and £2,392 from the Listed Places of Worship grant scheme in respect of VAT recovery on repair expenditure incurred in the year. An amount of £1,850 was also brought into the accounts in the year following donations received to cover the costs of providing a Christmas Day lunch for members of the community.

Expenditure of £28,133 included £14,340 in respect of the employment costs of the Young People's Minister (see above) and £12,749 of Church Building costs almost all related to repairs to the tracery window at the West end of the North aisle. £1,044 was also spent on enhancements to the audio visual system.

Investment policy

It is not the policy of the PCC to speculate when investing reserve balances but it is the policy to maximise financial returns whilst taking a low approach to risk. During the year the PCC acquired £20,000 of income shares in The CBF Church of England Investment Fund as a means of improving financial returns on its reserves in the medium term. Other reserves, not required for short term working capital requirements, are held on deposit with the Central Board of Finance of the Church of England.

Reserves

Total reserves at the end of 2022 were £1,426,420 a reduction in the year of £13,623 reflecting the deficit in the General Fund and planned expenditure in Restricted Funds.

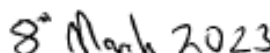
Tangible Fixed Assets account for £1,280,000 of reserves leaving a balance £146,420 for future expenditure and working capital requirements of the Parish. Of this £135,545 is in unrestricted funds and £10,875 in restricted funds to be spent in accordance with the purpose of each fund.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's expenditure of the General Fund. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Approved by the Parochial Church Council on 8th March 2023 and signed on its behalf by:



Reverend Canon Roy Woodhams (PCC Chairman)



Date

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

For the year ending 31 December 2022

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2022	2021
	Note	£	£	£	£
INCOMING RESOURCES					
Voluntary Income	2(a)	151,652	16,335	167,987	182,327
Other voluntary incoming resources	2(b)	250	-	250	3,000
Incoming resources from charitable activities	2(c)	61,784	-	61,784	47,812
Income from investments	2(d)	1,329	87	1,416	167
Other incoming resources	2(e)	2,071	7,392	9,463	31,556
TOTAL INCOMING RESOURCES		217,086	23,814	240,900	264,862
RESOURCES EXPENDED					
Cost of generating voluntary income	3(a)	92	-	92	116
Charitable activities	3(b)	11,200	-	11,200	5,549
Church activities	3(c)	172,155	28,133	200,288	262,889
Activities related to generating funds	3(d)	18,196	-	18,196	21,903
Church management and administration	3(e)	22,920	-	22,920	27,290
TOTAL RESOURCES EXPENDED		224,563	28,133	252,696	317,747
Net gains/(losses) on investments	6	(1,715)	(112)	(1,827)	-
NET INCOMING / (OUTGOING) RESOURCES		(9,192)	(4,431)	(13,623)	(52,885)
BALANCES BROUGHT FORWARD AT 1st JANUARY		144,737	1,295,306	1,440,043	1,492,928
BALANCES CARRIED FORWARD AT 31st DECEMBER		135,545	1,290,875	1,426,420	1,440,043

BALANCE SHEET

AS AT 31 DECEMBER 2022

		2022		2021	
	Note	£	£	£	£
FIXED ASSETS					
Tangible	5		1,280,000		1,280,000
Investments	6		<u>18,173</u>		<u>-</u>
			1,298,173		1,280,000
CURRENT ASSETS					
Debtors	7	14,544		21,276	
Short term deposits		109,236		127,860	
Cash at bank and in hand		<u>20,794</u>		<u>25,645</u>	
		144,574		174,781	
CURRENT LIABILITIES	8	<u>(16,327)</u>		<u>(14,738)</u>	
NET CURRENT ASSETS/ (LIABILITIES)			128,247		160,043
TOTAL ASSETS LESS LIABILITIES			<u>1,426,420</u>		<u>1,440,043</u>
PARISH FUNDS					
	9 & 10				
Unrestricted			135,545		144,737
Restricted			1,290,875		1,295,306
			<u>1,426,420</u>		<u>1,440,043</u>

Approved by the Parochial Church Council on March 8th 2023 and signed on its behalf by:



Reverend Canon Roy Woodhams
Chairman



Rogan G Dixon FCMA
Hon. Treasurer

The notes on pages 17 to 23 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the relevant requirements of FRS102 (Financial Reporting Standards); the recommendations of the SORP 2015 (Statement of Recommended Practice) and the selection of appropriate accounting policies that comply with FRS102 and the SORP (2015).

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

Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Other funds, designated for a specified purpose by the donor, are held as Restricted Funds.

Incoming resources

Voluntary income

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in note 10, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Regular giving under Gift Aid is recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other income

Rental income from the letting of church premises is recognised when the rental is due. Income raised through parish activities and similar events is accounted for gross.

Income from investments

Interest and dividend income, which is received gross, is accounted for when it is received.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

Resources expended

Expenditure is generally recognised when it is incurred and is accounted for gross.

Grants

Grants are made under Mission Giving each year. The target of the PCC is to make grants equivalent to 10% of agreed income streams although in recent years total grants made have been reduced to take account of the underlying financial position of the parish. Individual grants made in 2022 ranged in value between £300 and £2,500.

Activities directly relating to the work of the Church

The Diocesan Parish Share is paid to the Guildford Diocesan Board of Finance in accordance with the amount advised annually. The Parish Share covers an allocated share of total Diocesan ministry, education, development, management and administration costs. The amount payable for the year ended 31st December 2022 has been paid in full.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold Land and Buildings

Freehold Land and Buildings are included in the accounts at their open market values. The last valuation was carried out for the 2019 accounts

Other fixtures, fittings and office equipment

Individual items with a cost of less than £10,000 are written off on acquisition.

Investments

Investments are included in the accounts at their market value on the 31st December.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits represent cash held on deposit with the Central Board of Finance of the Church of England.

NOTES TO THE FINANCIAL STATEMENTS (continued)
the year ended 31 December 2022

INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2022 £	2021 £
Voluntary income				
Regular giving from donors	103,498	11,730	115,228	124,792
Collections	7,136		7,136	4,971
Sundry donations	10,858	1,870	12,728	19,316
Income tax recoverable on Gift Aid	30,160	2,735	32,895	33,248
Total 2022	151,652	16,335	167,987	-
<i>Total 2021</i>	<i>165,220</i>	<i>17,107</i>		<i>182,327</i>
Other voluntary incoming resources				
Legacies	250		250	3,000
Total 2022	250	-	250	
<i>Total 2021</i>	<i>3,000</i>			<i>3,000</i>
Incoming resources from charitable activities				
Church rooms letting and rent	26,595		26,595	18,726
Magazine income	6,605		6,605	6,909
Miscellaneous sales	3,490		3,490	1,254
Fees paid to the PCC	10,665		10,665	9,730
Church events and fundraising	14,429		14,429	11,193
Total 2022	61,784	-	61,784	
<i>Total 2021</i>	<i>47,687</i>	<i>125</i>		<i>47,812</i>
Income from investments				
Dividends	129	8	137	
Interest	1,200	79	1,279	167
Total 2022	1,329	87	1,416	
<i>Total 2021</i>	<i>167</i>			<i>167</i>
Other incoming resources				
Grants	2,071	7,392	9,463	31,556
Total 2022	2,071	7,392	9,463	
<i>Total 2021</i>	<i>18,915</i>	<i>12,641</i>		<i>31,556</i>
TOTAL INCOMING RESOURCES	217,086	23,814	240,900	
<i>Total 2021</i>	<i>234,989</i>	<i>29,873</i>		<i>264,862</i>

NOTES TO THE FINANCIAL STATEMENTS (continued)
the year ended 31 December 2022

RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 2021 £ £	
Cost of generating voluntary income				
Stewardship costs	92		92	116
Total 2022	92	-	92	
<i>Total 2021</i>	<i>116</i>	<i>-</i>		<i>116</i>
Charitable activities				
Mission giving	11,200		11,200	5,549
Total 2022	11,200	-	11,200	
<i>Total 2021</i>	<i>5,549</i>	<i>-</i>		<i>5,549</i>
Church activities				
Ministry: Diocesan parish share	122,079		122,079	124,601
Rector's housing	953		953	1,421
Rector's working expenses	2,858		2,858	2,926
Curate's housing	1,597		1,597	4,389
Curate's working expenses	1,542		1,542	1,029
Church running expenses	11,010		11,010	9,009
Church maintenance	5,928	13,793	19,721	83,721
Upkeep of services	4,531		4,531	2,446
Employment costs	18,091	14,340	32,431	29,937
Young People's Minister activities	2,368		2,368	1,775
Upkeep of churchyard	1,198		1,198	1,635
Total 2022	172,155	28,133	200,288	
<i>Total 2021</i>	<i>170,942</i>	<i>91,947</i>		<i>262,889</i>
Activities related to generating funds				
Magazine expenses	5,773		5,773	5,734
Church Rooms expenditure	10,867		10,867	15,812
Other expenditure	1,556		1,556	357
Total 2022	18,196	-	18,196	
<i>Total 2021</i>	<i>21,903</i>	<i>-</i>		<i>21,903</i>
Church management and administration				
Audit fees	2,592		2,592	2,592
Administration	6,863		6,863	4,425
Employment costs	13,465		13,465	11,913
Depreciation and property costs			-	8,360
Total 2022	22,920	-	22,920	
<i>Total 2021</i>	<i>27,290</i>	<i>-</i>		<i>27,290</i>
TOTAL RESOURCES EXPENDED	224,563	28,133	252,696	
<i>Total 2021</i>	<i>225,800</i>	<i>91,947</i>		<i>317,747</i>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

4 STAFF COSTS

	2022	2021
	£	£
Wages and salaries	45,896	41,832
	<u>45,896</u>	<u>41,832</u>

During the year the PCC employed a Young People's Minister (full time), a Church administrator and a Verger both of whom are part time. The Young People's Minister is a member of the PCC and the Church administrator is a non voting member of the PCC. Following a review of the role of a Young People's Minister the post was terminated at the end of the year and a termination payment was made to the post holder.

5 FIXED ASSETS

Tangible fixed assets

Consecrated and benefice property are not included in the accounts. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory.

The Church Rooms, adjoining office and Hazelwood Room (valued together) and 22 Orchard Gardens are included at open market including land values as revalued by Oxborough Chartered Surveyors for the 2019 accounts.

Office and Church Rooms equipment with an individual value greater than £1,000 had previously been capitalised and depreciated. In 2021 the Fixed Asset policy was changed to only capitalise individual assets with a value greater than £10,000 of which there have been none in recent years. The remaining book value of the equipment assets was fully depreciated in 2021, therefore there was no depreciation in 2022.

	Buildings	Equipment	Total
	£	£	£
Open Market Value			
Church Rooms	735,000		735,000
22 Orchard Gardens	<u>545,000</u>		<u>545,000</u>
Sub total buildings	1,280,000		1,280,000
Equipment Original Cost		14,259	14,259
Additions in year	-	-	-
Total	<u>1,280,000</u>	<u>14,259</u>	<u>1,294,259</u>
Depreciation			
to 31/12/21	-	14,259	14,259
for 2022	-	-	-
Total Depreciation	<u>-</u>	<u>14,259</u>	<u>14,259</u>
Net Book Value	<u>1,280,000</u>	<u>-</u>	<u>1,280,000</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

6 INVESTMENTS

	2022	2021
	£	£
Income Shares	18,173	-
	<u>18,173</u>	<u>-</u>

In August 2022 the PCC acquired 880.20 Income Shares in The CBF Church of England Investment Fund at a cost of £20,000. At 31st December 2022 the market value of the shares had fallen to £18,173 and the unrealised loss of £1,827 has been recognised in the SOFA.

7 DEBTORS

	2022	2021
	£	£
Income tax recoverable	5,635	14,079
Prepayments and accrued income	8,909	7,197
	<u>14,544</u>	<u>21,276</u>

Income tax recoverable represents amounts due from the Inland Revenue in respect of gift aided donations which will be received in 2023.

Prepayments and accrued income include amounts due to the PCC at 31st December 2022 for letting income but received in 2023, and other amounts received in 2022 relating to activities in 2023.

8 CURRENT LIABILITIES

	2022	2021
	£	£
Accruals	9,791	8,588
Deferred income	<u>6,536</u>	<u>6,150</u>
	<u>16,327</u>	<u>14,738</u>

Accruals mainly include invoices received after 31st December 2022 for goods and services provided in 2022. Deferred income includes magazine subscriptions and magazine advertising fees paid in 2022 for the 2023 magazine, and deposits for 2023 weddings and church room lettings.

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	-	1,280,000	1,280,000
Investments and bank balances	137,956	10,247	148,203
Current assets	13,916	628	14,544
Current liabilities	(16,327)	-	(16,327)
	<u>135,545</u>	<u>1,290,875</u>	<u>1,426,420</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2022

10 FUND DETAILS	Balance 01.01.2022 £	Incoming Resources £	Resources Expended £	Revaluations Gains/(Losses) £	Balance 31.12.2022 £
Unrestricted					
General Fund	55,548	216,352	(221,706)	(774)	49,420
PCC Building Fund	89,189	734	(2,857)	(941)	86,125
Total Unrestricted	144,737	217,086	(224,563)	(1,715)	135,545
Restricted					
Young People's Minister Fund	-	14,340	(14,340)		-
Church Building Fund	12,407	7,624	(12,749)	(112)	7,170
Audio Visual Fund	2,899		(1,044)		1,855
Christmas Day Lunch Fund	-	1,850			1,850
Land & Buildings	1,280,000				1,280,000
Total Restricted	1,295,306	23,814	(28,133)	(112)	1,290,875
TOTAL FUNDS	1,440,043	240,900	(252,696)	(1,827)	1,426,420

Unrestricted Funds

The General Fund represents the accumulated surplus that has not been designated by the PCC for a specific purpose. In 2022 expenditure in the year exceeded income resulting in a deficit in the year of £6,128.

The PCC Building Fund was established in 2021 and recognises the responsibility of the PCC to retain funds for current and future repair works to church buildings, namely the church, the church rooms and the curate's house. Expenditure in the year relates to maintenance costs to those buildings.

Restricted Funds

The Young People's Minister Fund was established to receive donations in support of the annual employment costs of the Young People's Minister. Income in the year represents the value of donations, including gift aid recovery, received in 2022 against which an equivalent amount of employment costs were recorded in the Fund. The balance of the employment costs were recorded in the General Fund.

Church Building Fund was established to record donations, and associated expenditure, in respect of the Church building. Income in 2022 included a grant of £5,000 from the 1170 Charity towards the cost of repairs to the tracery window at the West end of the North aisle in the church and £2,071 recovery of VAT from the Listed Places of Worship VAT recovery scheme in respect of expenditure on the window. Expenditure on the restoration of the window was £12,428.

Audio Visual Fund was established in 2021 to record income and expenditure for enhancements to the audio visual system acquired in 2020. Expenditure in 2022 reflects equipment purchased in the year.

Christmas Day Lunch Fund was established to record donations received and expenditure incurred to provide a lunch on Christmas Day for people in the community.

Land & Buildings represent the open market value as at 31st December 2019 of church buildings which are periodically revalued.

11 CAPITAL COMMITMENTS

At the year end there were no capital commitments contracted for but not provided for within the accounts (nil at end 2021).



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
The Parochial Church Council of the Ecclesiastical Parish of Cranley
otherwise Cranleigh

**On accounts for the year
ended**

31 December 2022

**Charity no
(if any)**

1131701

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 31/12/2022.

**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 Trust's accounts carried out
under section 145 of the 2011 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**

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

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

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

Signed:

Date: 01 March 2023

Name:

Jane Briggs

**Relevant professional
qualification(s) or body
(if any):**

FCPA

Address:

Unit 3, The Dairy, Tilehouse Farm Offices, East Shalford Lane, Guildford,
Surrey, GU4 8AE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to disclose.

Accounts



**Trustees Annual Report
and Financial Statements of the PCC**

Year Ended 31st December 2021

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Administrative Information

This document is prepared by the Parochial Church Council (PCC) of the Ecclesiastical Parish of Cranley otherwise Cranleigh.

Rector and Advisers:

Rector: Reverend Canon Roy Woodhams

Registered Charity No: 1131701

Bankers: Lloyds Bank Plc
PO Box 1000
BX1 1LT

Independent Examiner: Oakwood
Honeygreen Barn
Smithbrook Barns
Horsham Road
Cranleigh
Surrey
GU6 8LH

St Nicolas Church Cranleigh is situated in The High Street, Cranleigh, Surrey. It is part of the Diocese of Guildford within the Church of England. The registered name is 'The Parochial Church Council of the Ecclesiastical Parish of Cranley otherwise Cranleigh' and referred to as 'PCC St Nicolas Church Cranleigh.'

The following have served on the PCC during the period from 1st January 2021 until the date of this report unless otherwise indicated. All PCC members serve as a Trustee of the registered charity:

Chairman (Rector):	The Reverend Canon Roy Woodhams	
Curate:	The Reverend Tim Clifford Hill	
Assistant Curate:	The Reverend Rutton Viccajee	
Young People's Minister:	Miss Gabrielle Clarke	to August 2021
	Miss Emily Clark	from Sept 2021
Licensed Lay Minister:	Mrs Judith Wedderspoon	
Churchwardens:	Mrs Katherine Tuck	Churchwarden to APCM 2021
	Mrs Susan Clarke	Churchwarden from APCM 2021
	Mr Michael Roberts	
Hon. Secretary:	Mr Paul Jenkins	Co-opted with voting rights APCM 2021
Hon. Treasurer:	Mr Rogan Dixon	from APCM 2021
	Mr Jeffrey Wood	to APCM 2021
Parish Administrator:	Mrs Nicola Craven-Smith	without voting rights
Deanery Synod:	Mrs Sandra Keeping	
	Mrs Joan Connolly	
	Miss Margie Nursey	
	Mr Maurice Bowles	Deanery Synod from APCM 2021
Elected Members:	Mr Timothy Oxborough	
	Mr Howard Cherry	to May 2021
	Mr Frank Sole	
	Mr Paul Dyer	to Sept 2021
	Miss Georgina Francis	
	Mrs Jane Etherington	from APCM 2021
	Mr Alan Walton	from APCM 2021
	Mr Bryn Jones	from APCM 2021

Vision Statement

St Nicolas Cranleigh – Caring, Sharing & Daring

A Community Growing in Faith, Hope and Love, Reaching into the heart of the local community, Leading all to the liberating truth of Christ.

To achieve this, we seek:

- to be an inclusive church, welcoming all in the love of Christ
- to be a light shining in the community
- to uphold Christian values
- to make a stand for truth and justice on issues local, national and international
- to respond to the changing culture of the 21st Century
- to deepen our faith and understanding of what it means to be Christian
- to encourage 'All Member Ministry' – we all have a part to play in church life and promoting Christian values
- to be a church representing the whole age and social profile of the community
- to encourage the building of Community Spirit within the Village
- to grow our current membership

At the heart of everything we do are our 3 F's: Faith, Family and Friendship. You will find us Welcoming, Caring, Listening, Supportive, Passionate and Engaging.

Safeguarding

The PCC is committed to Safeguarding all Children, Young People, Victims of Domestic Abuse and Vulnerable Adults.

Public Benefit

As the Parish Church for Cranleigh, St Nicolas is open to all denominations for Christian worship. The Church is at the heart of our community and open every day. It is an active Church with a wide age range, aiming to show the love of Christ through all we say and do. There is a rich variety of services to suit different ways of worshiping God ranging from Common Worship Holy Communion to informal Family Services, traditional 1662 Holy Communion and Evensong. Furthermore, St Nicolas appeals to young people and families with an increasing breadth of Christian fellowship, activities and events.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956 and is registered with the Charity Commission.

The day-to-day management of the PCC is vested in the Rector (the PCC Chairman) with support from the two Churchwardens.

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.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees 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:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accruals basis.

The trustees are responsible for keeping sufficient 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, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are 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.

Standing Committee

This is the only committee required by law and must have not less than five members; the Rector, two Churchwardens and two others appointed by members of the PCC. The Standing Committee has the power to transact the business of the PCC between PCC meetings, subject to any direction given by the PCC.

PCC Meetings

In 2021 there were 8 PCC meetings, held either on Zoom or in person, and the APCM held via Zoom on 28th April 2021.

Team Structure

It is intended that all PCC members serve on at least one of the teams, thus providing the means for the PCC to enquire upon any points raised within team meeting minutes presented to the PCC. Some teams meet on a regular basis whilst others are brought together to plan and organise specific events or activities. The teams include:

- **Finance Team**

The Finance Team includes a Chair, the Treasurer, the accounts bookkeeper, one of the Churchwardens and the Stewardship Officer. The team oversees the financial governance and day to day finances of the Church. It monitors all income and expenditure, sets the annual Budget and prepares the Annual Report and Financial Statements. It is responsible for establishing an overall system of financial controls, including establishing financial policies, and for bringing to the PCC items which the PCC are required to approve. The Stewardship Officer is responsible for monitoring and maintaining confidential records of all planned giving including the claiming of gift aid.

- **Building Team**

The team is chaired by a Churchwarden and focuses on the maintenance of the Church, Churchyard, Church car park, Church Rooms and the curate's house. The Buildings Team has authority to carry out minor works, and to make recommendations to the PCC via the Finance Team, where appropriate, for major repairs or alterations including any matter involving a faculty or Archdeacon's certificate.

- **Young People's Team**

The Young People's team was formed to act as a support for the Young People's Minister.

- **Magazine Team**

The team oversees all matters concerning the Parish Magazine relating to editorial, advertising and financial management.

- **Outreach and Missions Team**

Establishes and maintains practical contact with the missions and charities supported by St Nicolas, reviews local outreach opportunities and identifies local, national and international missions /charities to whom St Nicolas Church's annual mission funding can be made. The team's recommendations are reviewed and agreed by the PCC prior to grants being made.

- **Social Team**

Advises, initiates, promotes and assists in providing a wide range of social activities to appeal not only to the Church congregation but also to the wider community.

Risk Management

The PCC addresses the key areas of risk management regarding safeguarding and health and safety. It is moving towards establishing resources and reviewing systems to allow all risks identified to be mitigated to an acceptable level in day-to-day operations. Insurance prevails on major aspects and there is a Fire Risk Assessment and Health and Safety Report formally documented and regularly reviewed.

St Nicolas, Cranleigh has adopted the Church of England 'Promoting a Safer Church' Policy Statement, the House of Bishop's Practice Guidance and supporting Diocesan Safeguarding Protocols.

The PCC maintains a Finance Committee with relevant or related professional experience. The committee has undertaken a review of its governance, updating its terms of reference and a number of policies in the year.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Roy Woodhams, in promoting the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has responsibility for the financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, and curate's house. It also has to agree any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC gives careful consideration to the Charity Commission's general guidance on public benefit.

Parishioner and Church Member Involvement

The PCC is continuously indebted to all parishioners who give their time and talent to care for all aspects of Church life. Through the various teams, Church groups and individual volunteers, all aspects of worship, social activities, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of faithful helpers, upkeep of the services we provide and the Church property, would not be viable.

Mission Giving

The policy of the PCC is to make Mission Giving grants each year equivalent to 10% of agreed income streams. In 2020 and 2021 concerns over income levels arising from COVID-19 meant that Mission Giving in these years was restricted. However, a new Mission Giving policy is being implemented for 2022, using 2021 planned giving income as a base, which will see a significant rise in grants made.

COVID-19

Since March 2020 the activities of the Church have been impacted by the Coronavirus pandemic and the changing regulations throughout the period. The Parish has been creative, resilient and adaptable in meeting the challenges of COVID-19 as detailed in the Trustees Report and the Financial Statements. During 2021 the Church has continued to live stream services as well as, when possible, encouraging attendance in person. Through both paid employees and volunteers the Parish continued to operate across all its normal activities as far as allowed within Coronavirus guidelines and restrictions. In 2021 the Church benefited from the receipt of two grants totaling £14,708 from Waverley Borough Council under the Government's Additional Restrictions Grant scheme to compensate organisations impacted by Coronavirus restrictions.

REVIEW OF THE YEAR

• Church attendance

2021 Electoral Roll: There were 316 parishioners, 9 of whom live outside the GU6 post code. This figure represented an increase of one on 2020.

In-person attendance has been very much affected by the COVID-19 pandemic and the associated restrictions. We were pleased to be able to quickly set up the facilities to live-stream our services and conduct Zoom Church at Home (Zoom Church ceased when the previous Youth Minister left in September 2021).

The average weekly attendance in person for October 2021 was 130.

The average weekly online viewing figures for October 2021 were:

Live stream viewing total: 85

By mail: 20

Together this is a weekly total of 235, a decrease of 67 from October 2020.

• COVID-19 adjustments

The Covid pandemic continued to affect Church life, with further 'lockdowns' and restrictions of varying degrees affecting Church attendance and curtailing other activities. Even when allowed, many did not feel safe enough to return to Church, so that numbers attending have been much reduced. In addition, social distancing, face coverings and not being able to sing in Church, have significantly altered the way that Church services have felt.

Across the year there was a continuing need to adjust the 'in person' worship practicalities in the interests of minimising virus transmission as we reacted to the ever-changing COVID-19 guidelines. We added to the safety arrangements by introducing hand sanitising, keeping a record of attendees within the Track and Trace guidelines and using a fogging machine after services to disinfect the pews before a next event. One of the side aisles was set aside as socially distanced seating for those who felt particularly vulnerable. The required risk assessments when using the Church building were regularly reviewed and updated.

We continued to benefit from the projection equipment and screens as books remained out of bounds. The screens were used at every service which we were able to hold.

- **Services**

The main Sunday Service at 11 am continued to be made available on the St Nicolas YouTube channel and on the Church website for people to watch at home. A programme of delivering worship resources to the homes of people without internet access was continued.

Once we emerged from the spring lockdown, special arrangements were made for Holy Week and Easter and Pentecost, as social distancing and the wearing of masks became the norm.

Church at Home for families continued on Zoom at 10am, followed by SEA Church at 11.15 especially for children, all ably run by Gabrielle Clarke, our Young People's Minister, with a small support team.

As well as the Sunday morning live worship, some weddings and several funerals were streamed to our YouTube Channel, and we thank the AV team for developing new ways of making this happen.

During the summer months (and on through the autumn), we introduced 'Worship@4' contemporary all-age services on Sunday at 4 pm, some of these services taking place in the Churchyard.

In September, the decision was made that the Zoom on-line service at 10am would come to an end and to move the live service in Church from 11am back to 10am.

It was concerning that due to the new Covid Omicron variant, the numbers of people attending Christmas services were significantly lower than would have been the case. However, the streaming of services did enable many to join in from home. Special Christmas services, such as the Advent Carol Service, Christingle, the Village Carol Service and the Christmas Eve crib services, went ahead, albeit with vastly reduced in-person attendance, but a significant number of online attendees watching the livestream. The Christmas 'ambience' in the Church was much appreciated this year, with beautiful decorations from our flower team, Christmas trees at the festival but also the usual large tree and outside tree as well as the Advent star. In addition, this year we enjoyed new crib figures, donated from Mann's Store, which found a home under the altar table after some skilled carpentry work by our in-house specialists.

- **Other highlights**

Despite the circumstances, there were many 'highlights.'

During the summer months, the long-awaited new lighting system was installed creating the ability to set the 'mood' for worship and events in a variety of ways. This was dedicated and demonstrated at the 'From Darkness to Light' Advent Carol Service in November.

As in 2020 there was no Gift Day or Flower Festival but a successful Rectory Fete, albeit reduced in scale, was held in August, followed a week later by the 'Picnic in the Park' with music provided by the Graham Hix Quintet. The summer concert series could not take place but late in the year Roy Woodhams, the Rector, produced a sparkling variety of music one November evening.

There was a particularly significant event at the end of the year, with the return of the Christmas Tree Festival over 4 days.

- **People**

At the beginning of the year, Nicola Craven-Smith began permanent part-time employment as the Church Administrator.

Susan Clarke was enrolled as our new Churchwarden, after six years of sterling service by Katherine Tuck.

In July, a few of us were pleased to be able to join our curate, Tim Clifford Hill, at Guildford Cathedral, for his ordination to the priesthood.

At the end of the summer, we said farewell to Gabrielle Clarke, our Young People's Minister, as she prepared to enter ordination training from September. At the same time, we were delighted to welcome Emily Clark who took up the role of Young People's Minister.

We continued to be grateful for the part-time curacy of Rutton Viccajee, when he could be spared from his emergency role at Dunsfold and Hascombe parishes, in which he was also helped on a rota basis by OTHER members of our clergy team.

- **Caring, Sharing and Daring**

Despite the rocky times in 2021, an initiative still being worked on through the PCC concerns the potential vision for change and development under the banner of 'Caring, Sharing and Daring'. Three groupings of Church members were put together to explore and eventually implement a programme of change that would take St Nicolas into the future in the quest to share our faith and grow the Church in Cranleigh.

As we look towards another year in 2022, with Covid restrictions likely to ease significantly, plans are laid to be creative and innovative with our worship plans for 2022, when two services will be trialled simultaneously, one in Church and the other in the Church Rooms. The latter to be a more informal worship service and of a different liturgical character but once a month the Church family will worship together on a Sunday morning.

We don't know what 2022 is going to be like, but as Christians we are called to be a people of hope, and we continue to trust that the rollout of booster vaccinations will continue smoothly, that the statistics locally and nationally will improve, and that our God will provide!

- **Choir and Music**

Michael Clarke continued to lead the choir and music group/band in providing musical support for services in St Nicolas, but for a second year COVID-19 restrictions had a big impact on the groups' activities.

The pandemic surged again in January, and although at that stage socially distanced Church choirs were still officially allowed, we took a cautious view and halted choir activity. Choral singing resumed in May (fittingly on Pentecost Sunday), albeit with only 6 singers permitted (choir members contributing on a rota basis), and practices limited to a short run-through before each service. From June onwards the choir was also asked to support a number of weddings and funerals, especially while congregational singing was not permitted. We were delighted that "normal" choir activity and congregational hymn-singing were able to restart in late July, and the choir celebrated on the first Sunday in September by singing an anthem specially written by Michael for the end of lockdown. Other returning choir events included a festival service with other local Church choirs in the Cathedral in October, the War Memorial service on Remembrance Sunday, the Advent Carol Service (with a choir supper afterwards in the Church Rooms) and the Christmas Service of Nine Lessons and Carols in which we were again joined by singers from other Cranleigh Churches.

After one-off outdoor services at Pentecost and the end of June, more regular band activity was also able to resume in the summer, playing for Gabrielle's last service as our Young People's Minister in August, and then for twice-monthly Worship@4 services on Sunday afternoons, and for the Christingle service in December. The band has been strengthened by our new Young People's Minister Emily's arrival as a guitarist and singer, and by contributions from our curate Tim on the cajon!

The choir was hit by two sad losses in 2021: Philip Jones, husband of alto Sally, passed away in April, and tenor Roy Hislop in September. Among his many contributions to Church life, Roy was a member of both the choir and the music group, and helped regularly to operate the Church sound system, and his faithful, cheerful contributions to music in St Nicolas are very greatly missed. Regrettably the Covid restrictions prevented the choir from being able to sing at Philip's funeral, but for Roy's they were joined by singers from Ewhurst Parish Church Choir and Cranleigh Choral Society, with whom he also sang.

- **Bell Ringing**

Due to the continued pandemic bell ringing continued to be affected. Practice for an hour did resume half-way through the year and ringing for the Sunday morning service resumed. For various reasons, numbers have sadly dwindled with now only 11 members plus one new ringer. A quarter peal has not now been rung for two years but ringing did take place for Remembrance Day, various Christmas services and a number of weddings during the year.

- **Child and Adult Safeguarding**

PCC Actions

In May 2021, the PCC (via zoom) agreed to continue to adopt the Diocese Safeguarding Policy and ensure that the PCC will comply with the duty to have due regard to the House of Bishop's Practice Guidance.

Brian Boxall the Parish Safeguarding Officer (PSO) attended a PCC meeting early in the new financial year, to introduce himself to new members, and to remind all members of their safeguarding duties and the responsibilities of the PCC.

During the year, the PSO continued to work with the PCC. He attended a development day in October 2021 in which three questions were posed:

- What do we do to demonstrate to all that we are a safe Church?
- Are we an inclusive Church?
- What can we do to ensure that safeguarding is part of the culture of the Church?

This led to the identification of a number of actions which are being progressed. One action, the creation of a safeguarding display board, has recently been completed.

The PSO continued working with Young People's Minister and Katherine Tuck the PCC safeguarding lead member.

Recruitment

This year the continued Covid restrictions have not led to the recruitment of any new adult or children support workers. Emily Clark was recruited as the new Young People's Minister.

The PSO continued to renew DBS checks for those who are involved in regulated activity. At this time there are currently 24 individuals in the parish who have been subject to DBS checks, (excluding clergy).

Training

18 Individuals in the parish have continued to undertake online training at various levels all PCC members have completed basic level safeguarding training.

Events

This year saw St Nicolas participate in the nationally held Safeguarding Sunday in October 2021. This led directly to an individual raising a concern which was subsequently resolved.

Conclusion

It might appear that Covid reduced the need for vigilance with regard to safeguarding as the number of face to face interactions and Church activities have been minimal, but in many ways there has been need to be more vigilant as we are not seeing all our vulnerable parishioners. As Covid restrictions are removed the impact of hidden harm such as self-neglect, mental health issues and domestic abuse may become more apparent, potentially further impacted by the significant rise in the cost of living over the coming year. Whilst we have the policies in place and individuals trained, we need to remember that it is the responsibility of us all to look out for the children, young people and vulnerable adults in our parish and to take positive action if we have concerns.

- **Children, Youth and Family Work**

At the end of August, Gabrielle Clarke moved from Cranleigh to Cambridge to start training for ministry at Ridley Hall. Emily Clark succeeded her on the 1st September 2021 as the Young People's Minister.

New activities

Worship@4

On the 2nd and 4th Sunday of the month we ran "Worship@4" as a more contemporary service in the afternoon. In this service we aimed to be inclusive to all ages and included the children in the talks and songs.

Toddler Praise

Toddler praise is a toddler group that was set up during lockdown by Gabrielle and Ann Beresford. This group has been running on a Wednesday morning in the Methodist Church. This group is a place where parents and toddlers can worship together and hear short Bible stories.

Planned activities

Youth

At the end of 2021 we started planning for a "Youth Café" on a Wednesday afternoon and a "Youth Group". We hope that these activities will start in 2022.

New service pattern - All Age Services, All Age Communion

In 2022, every 1st and 3rd Sunday of the month, the 10am services will be aimed at all ages, so we can enjoy worship and fellowship together. On the 3rd Sunday we will also be taking a more contemporary communion.

Continuing activities

Little Nic's Toddlers

The toddler group started back up on the 5th November and has been running every Friday morning during term time in the Church Rooms. A mini-Christingle service was held for them in December which went down a treat with both parents and toddlers. Each week we enjoy free playtime, a chat, snack and end the morning with a simple Bible story, singing and our Goodbye song. We also pray as a team before each session which has been a positive way to start the morning.

SEA Church (Seekers, Explorers & Adventurers)

Every 1st, 3rd and 5th Sunday of the month, during the 10am service, SEA Church is available for children, learning about the bible in a fun and interactive way. Because of a low number of volunteers, we started by running this as one big group with the age ranging from 3-14 and then moving to split into 2 groups (3-8 and 9-14) running alongside each other in the St Andrew's room.

Open the Book

Along with the other Churches in Cranleigh, St. Nicolas Church ran 'Open the Book' weekly at St. Cuthbert Mayne school coordinated by Julie Connor.

- **Cranleigh Mothers' Union**

Between January and July 2021 there were no Wednesday meetings due to COVID-19, but one Friday Communion service was held in July with 21 members attending.

A Garden Party in August was held in the Rectory Garden with Roy and Kate Woodhams helping with the teas and was enjoyed by 64 members and friends, after a Communion service in Church.

In September the first meeting in Church with Tim Clifford Hill telling us about himself and how he came to Cranleigh was entertaining and enjoyed by all.

In October instead of the normal Wednesday meeting 28 members went to Alfold Church for the yearly Deanery Service, which was taken by Rev'd John Bundock, with a talk about the history of the Church by the Churchwardens and followed by lunch in Alfold Church rooms.

Later in October a craft afternoon in the Church Rooms was held where Angels were made for the MU 'Quirky Angels' Christmas tree entry for the Christmas Tree Festival. Fun was had by all.

In November, the first meeting since that start of Covid, was held in the Church Rooms which gave the opportunity for a catch up and chat among the members.

A morning meeting in the Church Rooms was held on December 8th with a short service followed by chat, quiz and puzzles. On December 17th there was a MU Communion followed by coffee and mince pies at the Cranleigh Art Centre.

During the whole of 2021 contact has been maintained with all members by regular monthly emails, also delivered to those who are not on email supported by telephone calls and regular walks and help when needed to any members or friends.

- **Social Events**

During 2021 the six members of the social team met once under the Rector's gazebo to arrange the one event which took place. This was the Picnic in the Park, which took place on 29th August at 5pm. This was a change from other years as it was a Sunday and two hours earlier than usual. On a beautiful late summer's evening ninety people attended and enjoyed the music supplied by the Graham Hix Quintet. This event raised £867 for Church funds.

- **The Rectory Fete**

Due to further Covid restrictions the fete did not take place on its usual second Saturday in July but had to be postponed until 21st August. The delay impacted scheduled events in the arena which had to be cancelled, however stall holders all worked very hard and despite a rainy day there was still a good turnout and thanks to the generosity of those attending the event raised a very valuable £6,500 for Church funds.

- **Fairtrade**

In the past year St Nicolas has continued to support the work of Fairtrade by purchasing Fairtrade goods for events that are catered and for cleaning of the Church.

There were successful Fairtrade stalls at the Rectory Fete in the summer and at the small Christmas market held outside the Church on the Saturday of the Christmas Tree Festival.

The continued support and pledge of the Church and other Cranleigh organisations has enabled the Village to maintain its Fairtrade Village status. In future this status will not just be about promoting the Fairtrade mark but also working with other groups to acknowledge the unfairness of Climate change as this affects Fairtrade farmers.

With the support of the Church in helping to run events and from loyal customers profits from sales are sent via the Guildford Mukono Link to Schools projects in Uganda. With Ugandan schools almost in continuous lockdown for the past two years £600 was sent in 2021 to a project installing solar panels in a small school in Uganda.

- **Outreach and Annual Mission Giving**

The budget for Annual Mission Giving for 2021 was set in 2020 taking into account the impact of COVID-19 and the impact it was having on Church finances. New thinking is taking place in 2022 and a revised policy is being implemented which will see a return to higher levels of Mission Giving in 2022.

In 2021 grants were made to Rowleys Centre for the Community (£1,000), Jigsaw Plus (£500), A Rocha UK (£750), Cranleigh Community Fund (£300), the Children's Society (£750), the Bible Society (£750), Happy Child International (£750) and USPG (£750). Other donations were made in the year to the Children's Society following the Christingle Service and the Christmas Tree Festival. Donations to various charities were also made following retiring collections at funerals in accordance with the wishes of the families involved.

- **Church Rooms**

The opportunity to hire out the Church Rooms improved during 2021 despite Covid restrictions for part of the year. It was pleasing to see the return of our regular hirers as well as the use of the facilities for various ad hoc events always Covid-secure by an exchange of risk assessments between the Church and the hirers.

Lloyds Bank continued to take space in the car park on alternate Thursday mornings to operate their mobile banking facility.

The Church Rooms benefited in the year from 2 new boilers and other associated maintenance work.

- **Parish Magazine**

During 2021 a full colour magazine of 32 pages continued to be produced and distributed each month, thanks to the efforts of everyone on the committee, despite the continuing impact of the Covid virus.

Interesting new articles and photographs from members of the Church and the Parish are always wanted and this year two series of historical articles were included kindly provided by Brian Bagot: one about the Cunningham Family and the other about the Sheryer Family.

The editorial team in 2021 comprised five people who kindly gave of their time to put the magazine together – Margie Nursey, Josephine Scurry, Peter Bond, Fiona Cantelo and Nicola Craven-Smith. We were very happy to add Nicola to the team in 2021.

The print run for each month is over 600 copies, most of which are distributed by 34 volunteers to homes and public buildings in the village. All of these volunteers have agreed to continue delivering during the pandemic for which we are truly grateful.

During the pandemic lockdowns, no copies were left in the Church for individual purchase, but electronic versions were made available for emailing and a copy was posted on the Church website each month. About 50 copies are also posted to those who do not have access to a computer. Another 20 copies are mailed to interested organisations and people who have moved away.

Subscription payments for the magazine were traditionally collected on the doorstep by the distributors but, as a result of the pandemic, subscribers were advised to make payments either by internet banking or by cheque, posted to the magazine treasurer, Jackie Vale.

The income from advertising and subscriptions still exceeds the outgoings. Nicola Craven-Smith did a splendid job of chasing up advertisers for 2021, so that all slots were once again filled with new and existing advertisers.

Due to the prevailing commercial pressures on businesses advertising rates were unchanged in 2021 as was the cover price of each magazine. Production costs were also unchanged and the advice and assistance with the printing and timely production of the magazine each month from Alastair May of Entaprint continues to be invaluable.

The members of the magazine committee at the end of 2021 were Peter and Edna Bond, Fiona Cantelo, Gordon Cheesman, Margie Nursey, Josephine Scurry, Jackie Vale, Nicola Craven-Smith and Michael Wild who provides many photos for the magazine.

- **Stewardship Recorder's Report**

Regular Giving from donors was only 1% lower than in 2020 despite the continuing impact of the pandemic and associated lockdowns. This is very much thanks to the generosity of those who give regularly maintaining their giving, and to a number of new donors offsetting those who have been lost during the year.

The average number of donors for the year remained around 180 as in 2020 although the method of giving continues to change with a greater number now giving through the Parish Giving Scheme and fewer through the weekly envelope scheme which is a welcome change trend.

There is however an underlying decline in the level of regular giving because of the age profile of current givers. This will need to be addressed in the short term to protect the reserves of the Church and its ability to fully fulfil its mission.

FINANCIAL REVIEW

Summary

Total income for the year was £264,862 (2020: £267,461) of which £234,989 was in the General Fund (2020: £213,830).

Total expenditure in the year was £317,747 an increase from £241,634 in 2020 reflecting expenditure on the new Church lighting system, the funding for which was predominantly received in 2019. £207,649 of the expenditure (2020: £206,313) was in the General Fund in respect of the running costs of the Parish.

Total reserves at the end of 2021 (excluding those relating to fixed assets) were £160,043 (2020: £207,413). The reduction, as anticipated, reflects the planned expenditure on the new Church lighting system.

Unrestricted Funds

In 2021 the net incoming resources of the General Fund, before transfers, were £21,825 (2020: £7,518).

Total General Fund income increased to £234,989 from £213,830 in 2020. Legacies in 2021 were £3,000 compared to £19,500 in 2020 but in other areas income was higher, in part the result of fewer COVID-19 restrictions. Fundraising activities, including the Church fete which could not take place in 2020, raised £11,193 (2020: £3,252); PCC Fees including weddings increased by £7,134 to £9,730 in 2021 and letting and rental income increased from £12,657 to £18,726 as the Church Rooms were available for use for a longer period. The Parish also benefited from COVID-19 Government Grants in the form of 2 Additional Restriction Grants from Waverley Borough Council totaling £14,708 and £2,925 from the Coronavirus Job Retention Scheme for furloughed employees.

Expenditure in the General Fund of £207,649 was only slightly higher than the £206,313 in 2020.

As well as the General Fund, Unrestricted Funds include an Equipment Fund for capitalised assets and a Designated Fund to provide funds for repairs and maintenance to PCC Buildings. Following a change in 2021 to the policy for the capitalization of fixed assets the brought forward balance of equipment assets (£5,515) was written off in the year.

The PCC Building Fund was created in the year through the transfer of £80,000 from the General Fund. A further transfer at the end of 2021 of £21,825, from the General Fund, represented the surplus generated in the year in that Fund. In the year expenditure of £12,636 was incurred in the Building Fund mainly for 2 new boilers and other ancillary work in the Church Rooms.

Restricted Funds

The balance of Restricted Funds reduced by £62,054 from £1,357,380 at the end of 2020 to £1,295,306 at the end of 2021. Of the balance, £1,280,000 relates to Land and Building fixed assets which were unchanged in the year. Therefore, the balance of other Funds reduced from £77,380 to £15,306 in line with expectations.

Income in the year totaled £29,873 comprising £13,837 towards the employment costs of the Young People's Minister, £13,137 mainly grants from the Listed Places of Worship grant scheme in respect of VAT recovery on expenditure incurred for the new lighting scheme and £2,899 of donations, including gift aid, towards the cost of future enhancements to the Audio-Visual system installed in 2019.

Expenditure of £91,947 included £13,837 in respect of the employment costs of the Young People's Minister (see above) and £78,110 of Church Building costs almost all related to the new lighting system project which was completed in 2021.

Investment policy

The PCC holds no investments. Short-term cash deposits are held with the Central Board of Finance of the Church of England and at Lloyds Bank.

Reserves

Total reserves at the end of 2021 were £1,440,043 a reduction in the year of £52,885 predominantly arising from the net expenditure on the new lighting system for the Church (£64,973) in part offset by the operating surplus in the General Fund.

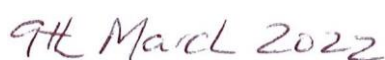
Tangible Fixed Assets account for £1,280,000 leaving a balance £160,043 for future expenditure and working capital requirements of the Parish. Of this £144,737 is in unrestricted funds and £15,306 in restricted funds to be spent in accordance with the purpose of each fund. During the year the PCC agreed to transfer £80,000 from the General Fund to a new Designated PCC Building Fund to establish a fund for future repairs and maintenance to Church buildings.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's expenditure of the General Fund. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Approved by the Parochial Church Council on 9th March 2022 and signed on its behalf by:



Reverend Canon Roy Woodhams (PCC Chairman)



Date

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

For the year ending 31 December 2021

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2021	2020
	Note	£	£	£	£
INCOMING RESOURCES					
Voluntary Income	2(a)	165,220	17,107	182,327	222,046
Other voluntary incoming resources	2(b)	3,000	-	3,000	19,500
Incoming resources from charitable activities	2(c)	47,687	125	47,812	25,301
Income from investments	2(d)	167	-	167	614
Other incoming resources	2(e)	18,915	12,641	31,556	-
TOTAL INCOMING RESOURCES		234,989	29,873	264,862	267,461
RESOURCES EXPENDED					
Cost of generating voluntary income	3(a)	116	-	116	319
Charitable activities	3(b)	5,549	-	5,549	4,749
Church activities	3(c)	170,942	91,947	262,889	198,923
Activities related to generating funds	3(d)	21,903	-	21,903	17,876
Church management and administration	3(e)	27,290	-	27,290	19,767
TOTAL RESOURCES EXPENDED		225,800	91,947	317,747	241,634
NET INCOMING / (OUTGOING) RESOURCES		9,189	(62,074)	(52,885)	25,827
BALANCES BROUGHT FORWARD					
AT 1st JANUARY		135,548	1,357,380	1,492,928	1,467,101
BALANCES CARRIED FORWARD					
AT 31st DECEMBER		144,737	1,295,306	1,440,043	1,492,928

BALANCE SHEET

AS AT 31 DECEMBER 2021

			2021		2020	
		Note	£	£	£	£
FIXED ASSETS						
	Tangible	5		1,280,000		1,285,515
CURRENT ASSETS						
	Debtors	6	21,276		9,599	
	Short term deposits		127,860		184,002	
	Cash at bank and in hand		<u>25,645</u>		<u>26,930</u>	
			174,781		220,531	
CURRENT LIABILITIES		7	<u>(14,738)</u>		<u>(13,118)</u>	
NET CURRENT ASSETS/ (LIABILITIES)				160,043		207,413
TOTAL ASSETS LESS LIABILITIES				<u>1,440,043</u>		<u>1,492,928</u>
PARISH FUNDS		8 & 9				
	Unrestricted			144,737		135,548
	Restricted			1,295,306		1,357,380
				<u>1,440,043</u>		<u>1,492,928</u>

Approved by the Parochial Church Council on March 9th 2022 and signed on its behalf by:



Reverend Canon Roy Woodhams
Chairman



Rogan G Dixon FCMA
Hon. Treasurer

The notes on pages 18 to 24 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the relevant requirements of FRS102 (Financial Reporting Standards); the recommendations of the SORP 2015 (Statement of Recommended Practice) and the selection of appropriate accounting policies that comply with FRS102 and the SORP (2015).

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

Funds

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Other funds, designated for a specified purpose by the donor, are held as Restricted Funds.

Incoming resources

Voluntary income

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in note 9, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Regular giving under Gift Aid is recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other income

Rental income from the letting of church premises is recognised when the rental is due. Income raised through parish activities and similar events is accounted for gross.

Income from investments

Interest, which is received gross, is accounted for when it is received.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

Resources expended

Expenditure is generally recognised when it is incurred and is accounted for gross.

Grants

Grants are made under Mission Giving each year. The objective is to make grants equivalent to 10% of agreed income streams although during 2021 and 2020 the amounts given were reduced to take account of the underlying financial position of the church. Individual grants made in 2021 ranged in value between £300 and £750.

Activities directly relating to the work of the Church

The Diocesan Parish Share is paid to the Guildford Diocesan Board of Finance in accordance with the amount advised annually. The Parish Share covers an allocated share of total Diocesan ministry, education, development, management and administration costs. The amount payable for the year ended 31st December 2021 has been paid in full.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold Land and Buildings

Freehold Land and Buildings are included in the accounts at their open market values. The last valuation was carried out for the 2019 accounts

Other fixtures, fittings and office equipment

Individual items with a cost of less than £10,000 are written off on acquisition.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit with the Central Board of Finance of the Church of England and with Lloyds Bank.

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2021 £	2020 £
2(a) Voluntary income				
Regular giving from donors	113,646	11,146	124,792	126,032
Collections	4,926	45	4,971	1,900
Sundry donations	17,266	2,050	19,316	56,840
Income tax recoverable on Gift Aid	29,382	3,866	33,248	37,274
Total 2021	165,220	17,107	182,327	-
Total 2020	168,415	53,631		222,046
2(b) Other voluntary incoming resources				
Legacies	3,000		3,000	19,500
Total 2021	3,000	-	3,000	
Total 2020	19,500			19,500
2(c) Incoming resources from charitable activities				
Church rooms letting and rent	18,726		18,726	12,657
Magazine income	6,909		6,909	6,218
Miscellaneous sales	1,129	125	1,254	578
Fees paid to the PCC	9,730		9,730	2,596
Church events and fundraising	11,193		11,193	3,252
Total 2021	47,687	125	47,812	
Total 2020	25,301			25,301
2(d) Income from investments				
Interest	167		167	614
Total 2021	167	-	167	
Total 2020	614			614
2(e) Other incoming resources				
Grants	18,915	12,641	31,556	-
Total 2021	18,915	12,641	31,556	
Total 2020	-	-		-
TOTAL INCOMING RESOURCES	234,989	29,873	264,862	
Total 2020	213,830	53,631		267,461

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2021 £	2020 £
3(a) Cost of generating voluntary income				
Stewardship costs	116		116	319
Total 2021	116	-	116	
Total 2020	319	-		319
3(b) Charitable activities				
Mission giving	5,549		5,549	4,749
Total 2021	5,549	-	5,549	
Total 2020	4,749	-		4,749
3(c) Church activities				
Ministry: Diocesan parish share	124,601		124,601	115,926
Rector's housing	1,421		1,421	1,172
Rector's working expenses	2,926		2,926	2,955
Curate's housing	4,389		4,389	3,844
Curate's working expenses	1,029		1,029	411
Church running expenses	9,009		9,009	7,888
Church maintenance	5,611	78,110	83,721	33,840
Upkeep of services	2,446		2,446	1,856
Employment costs	16,100	13,837	29,937	29,670
Young People's Minister activities	1,775		1,775	789
Upkeep of churchyard	1,635		1,635	572
Total 2021	170,942	91,947	262,889	
Total 2020	168,841	30,082		198,923
3(d) Activities related to generating funds				
Magazine expenses	5,734		5,734	5,236
Church Rooms expenditure	15,812		15,812	12,518
Other expenditure	357		357	122
Total 2021	21,903	-	21,903	
Total 2020	12,637	5,239		17,876
3(e) Church management and administration				
Audit fees	2,592		2,592	2,524
Administration	4,425		4,425	4,588
Employment costs	11,913		11,913	11,487
Depreciation and property costs	8,360		8,360	1,168
Total 2021	27,290	-	27,290	
Total 2020	19,767			19,767
TOTAL RESOURCES EXPENDED	225,800	91,947	317,747	
Total 2020	206,313	35,321		241,634

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

4 STAFF COSTS

	2021	2020
	£	£
Wages and salaries	41,832	41,158
	<u>41,832</u>	<u>41,158</u>

During the year the PCC employed a Young People's Minister (full time), a Church administrator and a Verger both of whom are part time. The Young People's Minister is a member of the PCC and the Church administrator is a non voting member of the PCC . The terms of their employment including salary are set by the Finance Committee with the Rector, and approved by the PCC.

5 FIXED ASSETS

5 Tangible fixed assets

Consecrated and benefice property are not included in the accounts. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory.

The Church Rooms, adjoining office and Hazelwood Room (valued together) and 22 Orchard Gardens are included at open market including land values as revalued by Oxborough Chartered Surveyors for the 2019 accounts.

Office and Church Rooms equipment with an individual value greater than £1,000 has been capitalised and depreciated since 2008. In 2021 the Fixed Asset policy was changed to only capitalise individual assets with a value greater than £10,000 of which there have been none in recent years. The remaining book value of those assets, including additions in 2021, was fully depreciated in the year.

	Buildings	Equipment	Total
	£	£	£
Open Market Value			
Church Rooms	735,000		735,000
22 Orchard Gardens	<u>545,000</u>		<u>545,000</u>
Sub total buildings	1,280,000		1,280,000
Equipment Original Cost		12,122	12,122
Additions in year	-	2,137	2,137
Total	<u>1,280,000</u>	<u>14,259</u>	<u>1,294,259</u>
Depreciation			
to 31/12/20	-	6,607	6,607
for 2021	-	7,652	7,652
Total Depreciation	<u>-</u>	<u>14,259</u>	<u>14,259</u>
Net Book Value	<u>1,280,000</u>	<u>-</u>	<u>1,280,000</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

6 DEBTORS

	2021	2020
	£	£
Income tax recoverable	14,079	4,991
Prepayments and accrued income	7,197	4,608
	<u>21,276</u>	<u>9,599</u>

Income tax recoverable represents amounts due from the Inland Revenue in respect of gift aided donations which will be received in 2022.

Prepayments and accrued income include amounts due to the PCC at 31st December 2021 for outstanding fees or lettings and amounts paid in 2021 for 2022 activities.

7 CURRENT LIABILITIES

	2021	2020
	£	£
Accruals	8,588	8,363
Deferred income	6,150	4,755
	<u>14,738</u>	<u>13,118</u>

Accruals mainly include invoices received after 31st December 2021 for goods and services provided in 2021. Deferred income includes magazine subscriptions and magazine advertising fees paid in 2021 for the 2022 magazine, and deposits for 2022 weddings and church room lettings.

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	-	1,280,000	1,280,000
Current assets	129,999	15,306	145,305
Current liabilities	14,738	-	14,738
	<u>144,737</u>	<u>1,295,306</u>	<u>1,440,043</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

9 FUND DETAILS	Balance 1.1.2021	Incoming Resources	Resources Expended	Transfers	Balance 31.12.2021
	£	£	£	£	£
Unrestricted					
General Fund	130,033	234,989	(207,649)	(101,825)	55,548
PCC Building Fund	-		(12,636)	101,825	89,189
Equipment Fund	5,515		(5,515)		-
Total Unrestricted	135,548	234,989	(225,800)	-	144,737
Restricted					
Young People's Minister Fund	-	13,837	(13,837)		-
Church Building Fund	77,380	13,137	(78,110)		12,407
Audio Visual Fund	-	2,899			2,899
Land & Buildings	1,280,000				1,280,000
Total Restricted	1,357,380	29,873	(91,947)	-	1,295,306
TOTAL FUNDS	1,492,928	264,862	(317,747)	-	1,440,043

Unrestricted Funds

The General Fund represents the accumulated surplus that has not been designated by the PCC for a specific purpose. In 2021 the PCC approved the transfer of £80,000 of the brought forward balance to a new Designated Fund (see below). At the end of 2021 income in the year exceeded expenditure, including the equipment write down, by £21,825 and this amount was also transferred to the PCC Building Fund.

PCC Building Fund was established in 2021 and recognises the responsibility of the PCC to maintain funds for current and future repair works to church buildings, namely the church, the church rooms and the curate's house. £80,000 was transferred from the General Fund as an opening balance and at the end of 2021 the surplus for the year from the General Fund was also transferred. Expenditure in 2021 included the replacement of two boilers in the church rooms and maintenance work at the curate's house.

Equipment Fund holds the book value of equipment assets capitalised. Assets with a value greater than £1,000 were being capitalised however a change to the fixed asset policy was introduced in 2021 to only capitalise individual assets with a value greater than £10,000. Consequently the brought forward balance and assets purchased in the year were written down to zero in the year.

Restricted Funds

The Young People's Minister Fund was established to receive donations in support of the annual salary costs of the Young People's Minister. Income in the year represents the value of donations, including gift aid recovery, received in 2021 against which an equivalent amount of salary costs were recorded in the Fund. The balance of the salary costs were recorded in the General Fund.

Church Building Fund was established to record donations, and associated expenditure, in respect of the Church building. In recent years donations have come from Gift Days and specific appeals for a new audio visual system and to instal a new lighting system. Income in 2021 mainly relates to the recovery of VAT from the Listed Places of Worship Grant VAT recovery scheme. Expenditure predominantly relates to the cost of the lighting scheme.

Audio Visual Fund was established in 2021 to record income and expenditure for enhancements to the audio visual system acquired in 2020. Income in 2021 reflects donations received in the year.

Land & Buildings represents the open market value as at 31st December 2019 of church buildings which are periodically revalued.

10 CAPITAL COMMITMENTS

At the year end there were no capital commitments contracted for but not provided for within the accounts (nil at end 2020).



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

The Parochial Church Council of the Ecclesiastical Parish of Cranley
otherwise Cranleigh

On accounts for the year ended

31 December 2021

Charity no
(if any)

1131701

Set out on pages

1-2

(Note: to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

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 Trust's accounts carried out under section 145 of the 2011 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Certified Public Accountants Association.

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

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

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

Signed:

Date: 25 February 2022

Name:

Jane Briggs

Relevant professional
qualification(s) or body
(if any):

FPCA

Address: Honeygreen Barn, Smithbrook Barns, Horsham Road, Cranleigh,
Surrey, GU6 8LH

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to disclose.