



Ashted PCC Annual Report & Full Financial Statements for the year ended 31 December 2021

Full Financial Statements are available to download from the
church website sgsgashted.org.uk

REGISTERED CHARITY NUMBER: 1132244

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
ASHTEAD PAROCHIAL CHURCH COUNCIL**

**GBJ Financial Limited
Sterling House
27 Hatchlands Road
Redhill
Surrey
RH1 6RW**

ASHTEAD PAROCHIAL CHURCH COUNCIL

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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ASSTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The purpose of the Parochial Church Council (PCC), under the Parochial Church Councils (Powers) Measure 1956, is to support the incumbent in promoting in the Parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The Parish of Ashtead consisted of two churches: St Giles' in Ashtead Park and St George's in Barnett Wood Lane.

The mission statement is 'A transforming community for Christ - knowing Christ, making Him known.'

The PCC furthers its charitable purpose through its activities of worship services, youth and children's ministry mission, outreach events and pastoral support. In order to focus on these, the PCC relies on voluntary help. These volunteers from the fellowship assist with the various activities to facilitate the charity's objectives.

The PCC has due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2021 was another year of change for church and community as we continued to live with the global Coronavirus pandemic. We started the year with St Giles' closed and two online services from St George's church but managed to finish the year with a suit of new service offerings from both churches under the theme of rebuilding.

The St Giles Roof and Quinquennial repairs were completed in time for the wedding season, and we were delighted to welcome these celebrations back to church after the restrictions of 2020. We had no water ingress into St Giles (repaired roof louvres); drains are working as expected and doors are painted and resealed. As a result of removing the iron grilles from most windows, the interior is benefitting from increased light. During work, the window contractor found that under the metal grille the Main East Window had a secondary layer of plain glass next to the original stained glass. This removed and a protective polycarbonate system was installed. The result is stunning and much much more detail is visible in this 17c stained glass.

Many volunteers contributed time to photograph, upload and transcribe details from the graves and memorials at St Giles into the Burial Ground Management system (<https://sgsgashtead.org.uk/burialrecords>). We are the first churchyard in the Guildford diocese to be included in a Church of England initiative to digitise and make available the unique history contained in churchyards. A highlight was being able to scan all of the burial records for the Parish of Ashtead back in 1662.

In addition to St Giles' roof project, there was a backlog of maintenance and repair to the Dell Centre and St George's Christian Centre as we prepared for re-opening and hirers coming back to our community facilities. We replaced the central hot water boiler in St George's with a series of instant hot water systems at the various facilities in the centre. Using 'green' electricity and not storing a large tank of hot water will contribute to our care for the environment.

ASHTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

ACHIEVEMENT AND PERFORMANCE

The LED lighting upgrade to St George's church continued, A generous donation of lights was received from The Draper's Company (<https://thedrapers.co.uk/>) of used, but 'new to us' LED fittings for which we offer our thanks. The architectural lighting in St George's has been improved whilst our energy use decreased. Multiple cameras were added at St George's to improve the experience of streamed services. The projector at St Giles' was serviced.

The notice board at St George's and the sign in Park Lane giving directions to St Giles' were refreshed/replaced.

We kept the café open throughout August 2021 as a trial and found that there was demand from community,

We kept the café open throughout August 2021 as a trial and found that there was demand from community. Following other cosmetic changes to the café, we worked on plans to open St George's Café Monday through Friday and for 50 weeks a year starting 4th January 2022.

The Living in Love and Faith course was completed by many in the church both Deanery and Parish levels. The Church of England resources were used in housegroups and a 5-week course to begin the discussion of difference and living well together as the church community.

See <https://www.churchofengland.org/resources/living-love-and-faith/about-living-love-and-faith>.

Rebuilding community continued throughout the year as we welcomes back hirers, performers, church and community groups.

ASSTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

FINANCIAL REVIEW

Financial position

2021 was another extraordinary year with the church locked down in the first half but opening-up in its full glory in the second half. This year was marked by some exceptional one-off giving (approx.£190k including gift aid), the continuation of the furlough scheme and other Government grants (£21k) and savings caused by lockdown (£31k). These exceptional items converted a budgeted deficit in the General Fund into a surplus of £200k, an incredible result given the financial stresses that many are facing. This has enabled a transfer of £184k to be made from the General Fund to the Mission and Project Fund.

Improvements to our church infrastructure (£235k) continued with the completion of the St Giles stone roof repair, the commencement of the LED light and sound projects at St Georges, the upgrade of our camera 'streaming' facility at St Georges and various renovation works at our church houses. This has been charged against the Project Fund.

Total funds reflect a healthy £1,316k at the year-end (2020: £1,341k) reflecting a small overall loss of £25k in the year.

Total income (£1,059k) is up from last year (£976k). Charitable activities income has increased to £114k (2020: £85k) as the church and halls opened-up in the Summer.

Total expenditure (£1,084k) is slightly down from last year (£1,104k). There is continued spending from the Project Fund (£235k) as necessary repairs and improvements are undertaken to our church buildings. This is likely to reduce in the coming years. Otherwise, exercise of tight financial controls over voluntary spending and continuing vacancies have enabled our General Fund spending to come in considerably under budget.

The table below summarises 2021 income and expenditure in the year across all funds compared with 2020:

Income and Expenditure Summary 2021 (£'000)

	General	Other	Total	2020 Total
Income				
Donations	915	24	939	881
Café and Bookstall	29	-	29	14
Hall Hire	26	-	26	19
Parochial Fees	17	-	17	15
Covid Support	21	-	21	22
Other	26	1	27	25
Total income	1,034	25	1,059	976
Expenditure				
Café and Bookstall	23	-	23	18
Parish Share	267	-	267	267
Ministry Personnel	202	-	202	210
Operations Personnel	159	-	159	144
World Mission and other donations	66	-	66	67
Ministry Overheads	17	-	17	17
Operations Overheads	100	15	115	96
Projects	-	235	235	285
Total Expenditure	834	250	1,084	1,104
Surplus/(deficit) before transfers	200	(225)	(25)	(128)
Transfers between funds	(184)	184	-	-
Net Movement in funds	16	(41)	(25)	(128)
 Total funds brought forward			1,341	1,469
Total funds carried forwards			1,316	1,341

ASSTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

General Fund (£527k) - £392k thereof is tied up in parish houses, leaving £135k as available cash.

Project Fund (£551k) - approximately £137k has been designated for the maintenance of buildings and outside areas including the continuing repairs to the St Giles roof and the continuing improvements to the St George's Christian Centre. This leaves cash of £414k available for future use.

General Reserves Fund (£121k) - this is held in a longer-term higher interest rate account in accordance with our Reserves Policy (below).

Restricted Funds (£117k) - these are restricted for a specified purpose, and indeed certain specific donations are made to these funds each year.

Alongside strict annual budgets, the above designated of funds demonstrates the desire to plan for future financial events. This helps to ensure that funds are spent for specific and essential purposes in line with our mission and to protect the future of the church here in Ashtead.

Investment policy and objectives

Where long-term reserves can be identified with a degree of certainty, they will be invested where possible in low risk funds with high quality counterparties and a certainty of return. The Parish will where possible ensure that it does not invest unethically.

Reserves policy

The PCC aims to maintain a General Reserves Fund in unrestricted funds at a level that equates to approximately two months' salary costs and around half a month's other ongoing running costs. Restricted Funds will be available to cover specific and appropriate expenditure subject to PCC approval.

Grant Making Policy

The PCC makes grants to organizations whose activities concur with the aims and objectives of the PCC. All grants are agreed by the Rector and the World Mission team.

The PCC aims to give to World Mission 10% of all giving to the General Fund, excluding legacies and before Gift Aid, with any under/overspend transferred to/from the Mission Fund at the end of the year.

Risk Management

The PCC is aware that it is exposed to financial risks and seeks to minimize these by establishing appropriate controls. These include the use of annual budgets and regular profit reforecasts together with clearly defined authority levels and purchasing controls.

The PCC continues to implement child protection and health and safety policies among other measures to ensure compliance with current legislation in other risk areas.

ASHTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

PLANS FOR FUTURE PERIODS

At the time of writing, UK Coronavirus infections are almost at record levels, but there is much confidence that vaccines are keeping the severity of the virus down. This is giving us increased confidence that this year's plans may become reality and not scuppered by another pandemic lockdown.

High on our hopes for 2022 is a near-normal Easter, including a Maundy Thursday Service with Supper and a Good Friday Service around the village pond, Later in the year and further afield a pilgrimage to the rescheduled Passion Play in Oberammergau, Germany.

As for the buildings themselves, we continue to monitor 20+ year old equipment in St George's Christian Centre especially focusing on accessibility and welcome through our doors and lift provision. The lighting upgrade will be completed at St George's and both halls will have their floors refinished. At St Giles' the quality of the projection on the screens will be improved and the vestry carpet replaced.

Going forward, we continue to build on reconnecting and serving our community with the transforming love of Jesus. A major focus will be participating in the Diocesan Parish Needs Process to enable us to prayerfully

- review our ministry over the last 3 years.
- discern and agree our new ministry objectives and
- focus on Connecting, Gathering, Growing and Serving.

Our new Church Development Plan will then be presented to the congregations and parish and be used to guide our ministry and activity in the next 3-5 years.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

As a Church of England church, the ministry of the parish church is led and governed in accordance with the rules and procedures of the Church of England. The Incumbent leads the ministry of the church supported by the Church Wardens and the Parochial Church Council.

The Council is a registered charity, number 1132244 and operates under the Parochial Church Councils (Powers) Measure 1956. Candidates for the Council, who are on the electoral roll, are nominated by a proposer and seconder. They are appointed, or elected by majority vote, at the Annual Parish Church Meeting for a term of three years before standing for re-election if they wish to continue. The PCC usually meets 7 times during the year and is chaired by the Rector. There are 8 PCC committees and ministry groups who have responsibility for different areas of activity: Standing, Finance, Human Resources, Fabric, Churchyard, Technical, World Mission and Health & Safety. They provide reports and recommendations to PCC for approval and decisions.

The key personnel include the Rector and stipendiary clergy, Parish Manager, Verger and the leaders of: Children & Families Ministry, Youth Ministry, Pastoral Care and Finance. This group provides the day to day oversight of the church and its activities. The ministry of five LLM's, two retired clergy, one non-stipendiary minister and ten authorized Pastoral Assistants, as well as many other volunteers is greatly appreciated.

The two churches belong to the Leatherhead Deanery within the Diocese of Guildford, Church of England. As the largest parish in the Deanery there is good cooperation with the other churches and the PCC view Ashted as a resourcing and growing parish.

ASHTEAD PAROCHIAL CHURCH COUNCIL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1132244

Principal address

St George's Christian Centre
Barnett Wood Lane
Ashted
Surrey
KT21 2DA

Trustees

Members of Parochial Church

Clergy

Rector: Rev Richard Jones (Chair)
Rev Nico Hilding Ohlsson

Churchwardens

Kim Darby
Andy Carter

Officers

John Cooper (Hon. Secretary) (Also representative of LLMs)
David Arnold (Hon. Treasurer)

Members

Nigel Arch
Stephen Barnes (resigned November 2021)
Sue Cook (appointed May 2021)
Susan Dusmohamed
Alexa Elstub
Craig Hoines
Helen Jones (retired May 2021)
Liz Marlow
Barrie Mould
Liz Newhouse
Rupert Rea
Tony Whitehead

Ex-officio: Members of Deanery and Diocesan Synod

Alison Anderson
Dawn Brewer
Robert Kendall
Anne Milton-Worssell
David Renew)
Oliver Thornton
Becky Wood (resigned March 2021)
Malcolm Leighton
Richard Milton-Worssell

ASHTEAD PAROCHIAL CHURCH COUNCIL

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

Bankers

Bank of Scotland, PO Box 1000, BX2 1LB

Auditors

GBJ LLP
Statutory Auditor
Sterling House
27 Hatchlands Road
Redhill
Surrey
RH1 6RW

STATEMENT OF TRUSTEES' RESPONSIBILITIES

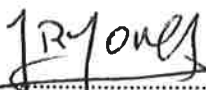
The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

Approved by order of the board of trustees on 27/4/2022 and signed on its behalf by:


.....
Rev JR Jones, Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF ASSTEAD PAROCHIAL CHURCH COUNCIL

Opinion

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

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF ASSTEAD PAROCHIAL CHURCH COUNCIL

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

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

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

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- we identified the laws and regulations applicable to the company through discussions with directors and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, employment and health and safety legislation;

Additionally, we assessed the susceptibility of the company's financial statements to material misstatement, including obtaining and understanding how fraud might occur by:

- making enquires of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
ASHTEAD PAROCHIAL CHURCH COUNCIL**

Use of our report

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



GBJ Financial Limited
Sterling House
27 Hatchlands Road
Redhill
Surrey
RH1 6RW

Date: 27 April 2022

ASHTEAD PAROCHIAL CHURCH COUNCIL

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	2	924,934	14,127	-	939,061	881,401
Charitable activities						
Charitable activity	4	114,073	-	-	114,073	85,376
Investment income	3	2,263	-	-	2,263	9,304
Other income		4,000	-	-	4,000	-
Total		1,045,270	14,127	-	1,059,397	976,081
EXPENDITURE ON Charitable activities						
Charitable activity	5	1,068,102	16,103	-	1,084,205	1,104,102
NET INCOME/(EXPENDITURE)		(22,832)	(1,976)	-	(24,808)	(128,021)
Transfers between funds	15	(14,369)	14,369	-	-	-
Net movement in funds		(37,201)	12,393	-	(24,808)	(128,021)
RECONCILIATION OF FUNDS						
Total funds brought forward		1,235,154	105,056	-	1,340,210	1,468,231
TOTAL FUNDS CARRIED FORWARD		1,197,953	117,449	-	1,315,402	1,340,210

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

ASHTEAD PAROCHIAL CHURCH COUNCIL

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS						
Tangible assets	11	392,239	-	-	392,239	392,239
CURRENT ASSETS						
Stocks	12	765	-	-	765	765
Debtors	13	103,458	2,557	-	106,015	34,954
Cash at bank and in hand		742,228	115,333	-	857,561	966,966
		<u>846,451</u>	<u>117,890</u>	<u>-</u>	<u>964,341</u>	<u>1,002,685</u>
CREDITORS						
Amounts falling due within one year	14	(40,737)	(441)	-	(41,178)	(54,714)
NET CURRENT ASSETS		<u>805,714</u>	<u>117,449</u>	<u>-</u>	<u>923,163</u>	<u>947,971</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,197,953</u>	<u>117,449</u>	<u>-</u>	<u>1,315,402</u>	<u>1,340,210</u>
NET ASSETS		<u><u>1,197,953</u></u>	<u><u>117,449</u></u>	<u><u>-</u></u>	<u><u>1,315,402</u></u>	<u><u>1,340,210</u></u>

The notes form part of these financial statements

ASHTEAD PAROCHIAL CHURCH COUNCIL

BALANCE SHEET - continued
31 DECEMBER 2021

FUNDS	15		
Unrestricted funds:			
General fund		526,770	510,888
General Reserves		120,695	120,358
Project fund		550,488	603,908
		1,197,953	1,235,154
Restricted funds:			
Churchyard		58,309	60,217
Bells fund		21,700	21,700
Organ fund		1,571	1,521
Mission		31,316	16,640
Pastoral fund		4,553	4,978
		117,449	105,056
TOTAL FUNDS		1,315,402	1,340,210

The financial statements were approved by the Board of Trustees and authorised for issue on 27/4/2022 and were signed on its behalf by:


Rev JR Jones - Trustee

The notes form part of these financial statements

ASHTEAD PAROCHIAL CHURCH COUNCIL

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	(111,668)	(109,581)
Net cash used in operating activities		(111,668)	(109,581)
Cash flows from investing activities			
Interest received		2,263	9,304
Net cash provided by investing activities		2,263	9,304
Change in cash and cash equivalents in the reporting period		(109,405)	(100,277)
Cash and cash equivalents at the beginning of the reporting period		966,966	1,067,243
Cash and cash equivalents at the end of the reporting period		857,561	966,966

The notes form part of these financial statements

ASHTEAD PAROCHIAL CHURCH COUNCIL

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(24,808)	(128,021)
Adjustments for:		
Interest received	(2,263)	(9,304)
(Increase)/decrease in debtors	(71,061)	4,009
(Decrease)/increase in creditors	(13,536)	23,735
Net cash used in operations	(111,668)	(109,581)

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.21 £	Cash flow £	At 31.12.21 £
Net cash			
Cash at bank and in hand	966,966	(109,405)	857,561
	<u>966,966</u>	<u>(109,405)</u>	<u>857,561</u>
Total	<u>966,966</u>	<u>(109,405)</u>	<u>857,561</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Costs are allocated to the relevant fund depending on the type of expenditure. If costs are attributable to more than one fund, a reasonable apportionment is made.

Tangible fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated land and beneficed property is excluded from the accounts by section 10(2) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities.

Freehold properties

Freehold properties are included at cost. No depreciation is provided since the values included are considered to be lower than the realizable values of the properties.

Other tangible fixed assets

Fixtures, furniture and equipment are held at cost and depreciated on a straight line basis over their useful lives. Fixtures and furniture are depreciated over 10 years. Equipment used within the church premises is depreciated over 4 years. Individual items of equipment with a purchase price of £5,000 or less are written off in the period in which the asset is acquired.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

ASSTEAD PAROCHIAL CHURCH COUNCIL

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

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Planned gift aid donations	474,649	481,240
Income tax recoverable	169,297	135,099
Other planned giving	70,727	71,558
Church collections	5,362	4,524
Other donations	219,026	188,980
	<u>939,061</u>	<u>881,401</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>2,263</u>	<u>9,304</u>

ASHTEAD PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

4. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
	Activity	£	£
Cardstall	Charitable activity	692	755
Café	Charitable activity	27,959	13,200
Church hall rentals	Charitable activity	51,202	30,854
Fees	Charitable activity	17,226	15,152
JRS and other income	Charitable activity	16,994	25,415
		<u>114,073</u>	<u>85,376</u>

Church hall rentals includes letting of Lorraine Gardens residential property.

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Grant funding of activities (see note 6)	Support costs (see note 7)	Totals
	£	£	£	£
Charitable activity	<u>1,013,218</u>	<u>66,391</u>	<u>4,596</u>	<u>1,084,205</u>

6. GRANTS PAYABLE

Grant Making		2021	2020
Christian Aid	Development Aid	3,000	3,000
CMS	Mission society	-	3,333
CSW	Religious freedom	1,500	1,000
YAWOSUP	Kenya - Widows & orphans	6,000	6,000
Interserve (H & M Francis)	Mission society	-	1,125
Interserve (H & J Lee)	Mission society	5,000	5,000
Through the Roof	Disabled ministry	6,000	6,000
Happy Child International	Children in Brazil	6,000	6,000
Mothers Union Overseas	Social concern	1,545	1,545
Karen Border Ministries	Mission in Thailand	6,000	6,000
Zion Harvest Mission	Mission in Kenya	-	-
Overseas and Cross Cultural Mission Partners and Agencies subtotal		<u>35,045</u>	<u>39,003</u>
ALDAG	Learning difficulties	2,596	2,596
Alternatives Trust	Mission to families	4,000	4,000
BeMe Project	Mental wellbeing for teenagers	4,000	-
Besom	Care for the community	4,000	3,664
Evangelical Alliance	Service of the church	750	750
Leatherhead Start	Care for homeless	3,000	2,060
Music in Ministry Trust	Prison ministry	6,000	6,000
Send Prison	Prison ministry	1,000	1,000
UK Mission Partners and Mission Agencies Subtotal		<u>25,346</u>	<u>20,070</u>
Total World Mission		<u>60,391</u>	<u>59,073</u>

ASHTEAD PAROCHIAL CHURCH COUNCIL

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

Other donation:			
Caroline Taylor	Mission in Brazil	-	500
The A Rocha Trust	Donation for eco church assessment	-	100
Leatherhead Community Hub	Community Support	1,000	-
St Giles School	Education	5,000	5,000
Subtotal grants from the General Fund		66,391	64,673
Mission Fund:			
Karen Border Ministries	Mission in Thailand	-	1,500
Alternatives Trust	Mission to Families	-	1,000
Churchyard Fund:			
Oakleaf Enterprise	Mental health charity	200	100
Subtotal grants from restricted funds		200	2,600
Total grants made		66,591	67,273

The total grants paid to individuals during the year were £Nil (2020: £500) and the total grants paid to institutions were £66,591 (2020: £66,773).

7. SUPPORT COSTS

	Governance costs
	£
Charitable activity	4,596

8. AUDITORS' REMUNERATION

	2021	2020
	£	£
Fees payable to the charity's auditors for the audit of the charity's financial statements	4,596	4,476

9. TRUSTEES' REMUNERATION AND BENEFITS

Staff costs include the following remuneration to Trustees (and persons connected with them)

	Salary and NI	Pension	Total 2021	Total 2020
Robert Kendall	24,763	498	25,261	5,682
Total	24,763	498	25,261	27,923

No other salaries have been paid to any other Trustee, persons closely connected to them or related parties, except for expenses summarised below.

ASSTEAD PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

9. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

	2021	2020
Number of trustees (and persons closely connected to them or related parties) who were paid expenses	2	2
Nature of the expenses	Books and subscriptions, travel and hospitality	Books and subscriptions, travel and hospitality
Richard Jones	479	479
Nico Ohlsson	279	325
Total	758	894

10. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	328,314	325,479
Social security costs	15,377	15,513
Other pension costs	9,852	9,806
	353,543	350,798

The average monthly number of employees during the year was as follows:

2021	2020
16	16

No employees received emoluments in excess of £60,000.

11. TANGIBLE FIXED ASSETS

	Freehold property £
COST	
At 1 January 2021 and 31 December 2021	392,239
NET BOOK VALUE	
At 31 December 2021	392,239
At 31 December 2020	392,239

ASSTEAD PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

12. STOCKS

	2021 £	2020 £
Finished goods	765	765

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	17,017	(3,579)
Prepayments and accrued income	88,998	38,533
	<u>106,015</u>	<u>34,954</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other creditors	31,512	38,548
Accruals and deferred income	9,666	16,166
	<u>41,178</u>	<u>54,714</u>

15. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	510,888	200,251	(184,369)	526,770
General Reserves	120,358	337	-	120,695
Project fund	603,908	(223,420)	170,000	550,488
	<u>1,235,154</u>	<u>(22,832)</u>	<u>(14,369)</u>	<u>1,197,953</u>
Restricted funds				
Churchyard	60,217	(1,908)	-	58,309
Bells fund	21,700	-	-	21,700
Organ fund	1,521	50	-	1,571
Mission	16,640	307	14,369	31,316
Pastoral fund	4,978	(425)	-	4,553
	<u>105,056</u>	<u>(1,976)</u>	<u>14,369</u>	<u>117,449</u>
TOTAL FUNDS	<u>1,340,210</u>	<u>(24,808)</u>	<u>-</u>	<u>1,315,402</u>

ASSTEAD PAROCHIAL CHURCH COUNCIL

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

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,033,658	(833,407)	200,251
General Reserves	337	-	337
Project fund	11,275	(234,695)	(223,420)
	<u>1,045,270</u>	<u>(1,068,102)</u>	<u>(22,832)</u>
Restricted funds			
Churchyard	13,250	(15,158)	(1,908)
Organ fund	50	-	50
Mission	307	-	307
Pastoral fund	520	(945)	(425)
	<u>14,127</u>	<u>(16,103)</u>	<u>(1,976)</u>
TOTAL FUNDS	<u>1,059,397</u>	<u>(1,084,205)</u>	<u>(24,808)</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	417,837	22,558	70,493	510,888
General Reserves	118,268	2,090	-	120,358
Project fund	759,989	(156,081)	-	603,908
	<u>1,296,094</u>	<u>(131,433)</u>	<u>70,493</u>	<u>1,235,154</u>
Restricted funds				
Churchyard	55,227	4,990	-	60,217
Bells fund	21,643	57	-	21,700
Organ fund	1,517	4	-	1,521
Mission	16,382	(2,066)	2,324	16,640
Pastoral fund	5,883	(905)	-	4,978
Choral/Organist	71,485	1,332	(72,817)	-
	<u>172,137</u>	<u>3,412</u>	<u>(70,493)</u>	<u>105,056</u>
TOTAL FUNDS	<u>1,468,231</u>	<u>(128,021)</u>	<u>-</u>	<u>1,340,210</u>

ASSTEAD PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	830,067	(807,509)	22,558
General Reserves	2,090	-	2,090
Project fund	128,118	(284,199)	(156,081)
	<u>960,275</u>	<u>(1,091,708)</u>	<u>(131,433)</u>
Restricted funds			
Churchyard	10,083	(5,093)	4,990
Bells fund	57	-	57
Organ fund	4	-	4
Mission	434	(2,500)	(2,066)
Pastoral fund	3,896	(4,801)	(905)
Choral/Organist	1,332	-	1,332
	<u>15,806</u>	<u>(12,394)</u>	<u>3,412</u>
TOTAL FUNDS	<u>976,081</u>	<u>(1,104,102)</u>	<u>(128,021)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	417,837	222,809	(113,876)	526,770
General Reserves	118,268	2,427	-	120,695
Project fund	759,989	(379,501)	170,000	550,488
	<u>1,296,094</u>	<u>(154,265)</u>	<u>56,124</u>	<u>1,197,953</u>
Restricted funds				
Churchyard	55,227	3,082	-	58,309
Bells fund	21,643	57	-	21,700
Organ fund	1,517	54	-	1,571
Mission	16,382	(1,759)	16,693	31,316
Pastoral fund	5,883	(1,330)	-	4,553
Choral/Organist	71,485	1,332	(72,817)	-
	<u>172,137</u>	<u>1,436</u>	<u>(56,124)</u>	<u>117,449</u>
TOTAL FUNDS	<u>1,468,231</u>	<u>(152,829)</u>	<u>-</u>	<u>1,315,402</u>

ASSTEAD PAROCHIAL CHURCH COUNCIL**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021****15. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,863,725	(1,640,916)	222,809
General Reserves	2,427	-	2,427
Project fund	139,393	(518,894)	(379,501)
	<u>2,005,545</u>	<u>(2,159,810)</u>	<u>(154,265)</u>
Restricted funds			
Churchyard	23,333	(20,251)	3,082
Bells fund	57	-	57
Organ fund	54	-	54
Mission	741	(2,500)	(1,759)
Pastoral fund	4,416	(5,746)	(1,330)
Choral/Organist	1,332	-	1,332
	<u>29,933</u>	<u>(28,497)</u>	<u>1,436</u>
TOTAL FUNDS	<u><u>2,035,478</u></u>	<u><u>(2,188,307)</u></u>	<u><u>(152,829)</u></u>

16. RELATED PARTY DISCLOSURES

During the year, a total of £35,322 (2020: £2,200) was paid to YPS Events, a company controlled by Robert Kendall (trustee).