

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023  
FOR  
ASHTEAD PAROCHIAL CHURCH COUNCIL**

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

**ASSTEAD PAROCHIAL CHURCH COUNCIL**  
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**FOR THE YEAR ENDED 31 DECEMBER 2023**

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## **ASSTEAD PAROCHIAL CHURCH COUNCIL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. 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.

## **ASHTEAD PAROCHIAL CHURCH COUNCIL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

2023 was, as with many years, one of ups and downs. Our Rector Richard Jones & his wife Jo left us in June, as did our Youth Lead Sean Skinner & family.

Since January we have been very blessed with having Sarah Tapp as our Associate Minister and other staff have joined. We now also have Kirsten Hughes-Hallett as Director of Operations and Esther Jones as Director of Music. These appointments in part reflect the work, which continued throughout 2023, to digest and implement the conclusions and recommendations of the 2022 external review of the church's Organisational Health and Operational Effectiveness.

In some ways, 2023 was like planning for a hike. In some regards, not many miles were covered, but more crucially we were not sitting still and many preparations were made for the journey ahead. We have been taking stock of who we are and where we want to go as a church. The "Parish Profile" has encapsulated this, trying to describe the complexity and busyness that is the Parish of Ashtead. The prayer life of the church has become more visible with increased numbers at the daily staff prayers, the monthly "Praying Together" and "Contemplative Prayer" and the new Saturday prayers which are primarily, but not exclusively, focused on the appointment of a new rector.

In December we received the reports covering the quinquennial (5-year) inspections of St Giles' Church and St George's Church. Years of care and attention have meant there is very little that requires immediate attention. There is also a list of other work that is recommended to be carried out over the coming years.

Looking outside of the church, our MP Chris Grayling has announced his intention to step down at the next election, which will be sometime in 2024. The brutal war in Ukraine carries on and we find ourselves crying again for the conflict in Israel & Gaza. Several church members were fortunate enough to enjoy a peaceful visit to The Holy Land in May before the current hostilities began.

This is not the place to look forward to 2024 other than the success of that journey will depend on the planning we have made this year. Based on the prayers and the Parish Profile we trust we will have a new rector.

In response to the Church of England's 'Net Zero Carbon by 2030' challenge, we have invested £80,000 by installing solar panels on the roof of St George's and installing an air source heat pump in another property. The fruit of all this lies in the years ahead.



## FINANCIAL REVIEW

### Financial position

2023 was a year of consolidation and investment for the future. The Project Fund received a legacy of £125k which enabled certain 'eco' projects to be undertaken, notably the installation of solar panels on the St George's roof and an air sourced heat pump at Bramley Way as part of its general refurbishment.

The legacy has somewhat disguised a 5% fall in General Fund giving from £745k in 2022 to £710k in 2023. This reflects the present economic cycle and the financial difficulties facing so many. As the economy rebounds and a new Rector arrives, we hope that this decline will reverse.

Other activity income in the General Fund has experienced 10% growth from £204k in 2022 to £224k in 2023. The café income and hall rentals were the main contributors to this and reflect the hard work of staff and volunteers involved.

Unfortunately, and as anticipated in last year's financial review, inflation has impacted upon the General Fund spending which has increased by 9% from £888k in 2022 to £966k in 2023. This has given rise to a loss in the General Fund of £32k and a consolidated loss of £27k across All Funds.

Total funds reflect a healthy £1,325k at the year-end (2022: £1,352k). This comprises £392k (church houses at cost) with the balance of £933k mostly cash which has been invested during the year in short term bonds and 'easy access' accounts spread across several banks using the Insignis cash management platform. These bonds are currently paying on average around 5% per annum at maturity and all have Financial Services Compensation Scheme protection.

The decline in giving will take time to turnaround and the pressure on expenses will not abate soon, so we expect a challenging 2024 and are budgeting a further loss in the General Fund.

## ASHTEAD PAROCHIAL CHURCH COUNCIL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

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#### FINANCIAL REVIEW

##### Financial position

The table below summarises 2023 income and expenditure in the year across all funds compared with 2022:

##### Income and Expenditure Summary 2023 (£'000)

	General	Other	Total	2022 Total
<b>Income</b>				
Donations and Legacies	710	141	851	756
Café and Bookstall	84	-	84	73
Hall Rental	79	-	79	59
Parochial Fees	25	-	25	23
Covid Support	-	-	-	-
Interest	10	1	11	7
Other Income	26	-	26	43
<b>Total income</b>	<b>934</b>	<b>142</b>	<b>1,076</b>	<b>960</b>
<b>Expenditure</b>				
Café and Bookstall	76	5	81	60
Parish Share	250	-	250	256
Ministry Personnel	187	-	187	199
Operations Personnel	202	-	202	181
World Mission and other donations	66	3	69	66
Ministry Overheads	19	7	26	20
Operations Overheads	166	10	176	118
Projects	-	112	112	24
<b>Total Expenditure</b>	<b>966</b>	<b>137</b>	<b>1,103</b>	<b>924</b>
<b>Surplus/(deficit) before transfers</b>	<b>(32)</b>	<b>5</b>	<b>(27)</b>	<b>36</b>
Transfers between funds			-	-
<b>Net Movement in funds</b>	<b>(32)</b>	<b>5</b>	<b>(27)</b>	<b>36</b>
Total funds brought forward			1,352	1,316
<b>Total funds carried forward</b>			<b>1,325</b>	<b>1,352</b>

Balance Sheet at 31 December 2023

General Fund (£553k) - £392k thereof is tied up in parish houses (at cost), leaving £161k as available in cash.

Project Fund (£534k) - approximately £30k has been designated for the maintenance of buildings and outside areas including the recommendations of the Quinquennial inspection undertaken in August 2023. This leaves cash of £504k available for future use.

General Reserves Fund (£122k) - this is held in a longer-term higher interest rate account in accordance with our Reserves Policy (below).

Restricted Funds (£115k) - 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 designation 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 in Ashtead.

## **ASSTEAD PAROCHIAL CHURCH COUNCIL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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#### **FINANCIAL REVIEW**

##### **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.

##### **Caring for Creation**

The PCC operates a Caring for Creation Committee. This committee works with the Fabric committee and churchwardens to take practical steps to reduce carbon dioxide emissions of the church buildings and houses in response to the Church of England's net zero challenge.

#### **PLANS FOR THE FUTURE**

As was said in the "Achievements and Performance" our focus for 2024, aside from maintaining a wide range of ministry activities, is on the appointment of a new rector and so we continue to pray and wait. But the wait is more like the wait for Christmas, rather than the wait to see a dentist.

We know from our vacancy passage (Isaiah 43:18-19) "I am about to do something new; even now it is coming. Do you not see it?". The eager anticipation that we now have will grow and come to fruition. We are increasingly aware that the pressures of the world, whether lack of time, money or both, are having an impact not just on us as church members, but also as a church in Ashtead. As Jesus' disciples, we need to refocus on a God who gives generously and we are called to do likewise so that we can be a bigger blessing to those around us.

We will continue to work through the quinquennial inspection reports, as well as necessary repairs to our other properties, but our approach to expenditure for 2024 will remain cautious.

2023 saw the intentional development of plans to invest in our Staff Team, especially through time for staff training and a special Staff Away Day, but still more needs to be done.

## **ASSTEAD PAROCHIAL CHURCH COUNCIL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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#### **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 9 PCC committees and ministry groups who have responsibility for different areas of activity: Standing, Finance, Human Resources, Fabric, Churchyard, Technical, World Mission, Caring for Creation and Health & Safety. They provide reports and recommendations to PCC for approval and decisions.

The key personnel include the Rector and stipendiary clergy, Verger and the leaders of: Children & Families Ministry, Youth Ministry, Pastoral Care, Operations 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 Ashtead as a resourcing and growing parish.

**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**  
1132244

**Principal address**

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

**Trustees**

Members of Parochial Church

**Clergy**

Rector: Rev Richard Jones (Chair - resigned June 2023)  
Rev: Sarah Tapp (commenced January 2023)

**Churchwardens**

Andy Carter  
Malcolm Leighton

**Officers**

John Cooper (Hon. Secretary - retired May 2023)  
Susan Dushman (Hon. Secretary – appointed May 2023)  
David Arnold (Hon. Treasurer)

**Members**

Nigel Arch  
Jane Boniface  
Sue Cook  
Bethany Eckley  
Alexa Elstob (retired May 2023)  
Craig Hoines (retired May 2023)  
Peter Levinsohn  
Liz Marlow  
Barrie Mould (retired May 2023)  
Liz Newhouse  
Rupert Rea  
Richard Wadey  
Tony Whitehead  
Matt Barham (elected May 2023)  
Charlotte Fawdington (elected May 2023)  
George Heywood (elected May 2023)  
Rachael Hide (elected May 2023)

**Ex-officio: Members of Deanery and Diocesan Synod**

Alison Anderson  
Dawn Brewer (retired May 2023)  
Robert Kendall (resigned November 2023)  
David Renew  
Oliver Thornton  
Malcolm Leighton  
Richard Milton-Worsell  
Samantha Wylie (elected May 2023)

**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**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 3 May 2024 and signed on its behalf by:



Andy Carter - Churchwarden



Malcom Leighton - Churchwarden



David Arnold - Treasurer

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

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### Opinion

We have audited the financial statements of Ashtead Parochial Church Council (the 'charity') for the year ended 31 December 2023 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 2023 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**

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### **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 charity through discussions with the trustees 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 charity, including the Charities Act 2011, taxation legislation and data protection, anti-bribery, employment and health and safety legislation;

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

- making enquires with trustees 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](http://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  
ASSTEAD PAROCHIAL CHURCH COUNCIL**

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

Date: 08/05/2024

**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	839,555	11,467	-	851,022	755,574
<b>Charitable activities</b>						
Charitable activity	4	209,692	-	-	209,692	197,049
Investment income	3	11,387	-	-	11,387	6,572
Other income		4,065	-	-	4,065	1,000
<b>Total</b>		<u>1,064,699</u>	<u>11,467</u>	<u>-</u>	<u>1,076,166</u>	<u>960,195</u>
<b>EXPENDITURE ON</b>						
<b>Charitable activities</b>						
Charitable activity	5	<u>1,088,717</u>	<u>14,644</u>	<u>-</u>	<u>1,103,361</u>	<u>923,601</u>
<b>NET INCOME/(EXPENDITURE)</b>		(24,018)	(3,177)	-	(27,195)	36,594
<b>RECONCILIATION OF FUNDS</b>						
Total funds brought forward		<u>1,233,343</u>	<u>118,652</u>	<u>-</u>	<u>1,351,995</u>	<u>1,315,398</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>1,209,325</u>	<u>115,475</u>	<u>-</u>	<u>1,324,800</u>	<u>1,351,995</u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.


The notes form part of these financial statements

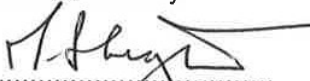
**ASHTEAD PAROCHIAL CHURCH COUNCIL**

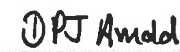
**BALANCE SHEET  
31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>						
Tangible assets	11	392,239	-	-	392,239	392,239
<b>CURRENT ASSETS</b>						
Debtors	12	10,506	2,820	-	13,326	90,950
Cash at bank and in hand		<u>841,422</u>	<u>113,392</u>	<u>-</u>	<u>954,814</u>	<u>902,769</u>
		851,928	116,212	-	968,140	993,719
<b>CREDITORS</b>						
Amounts falling due within one year	13	(35,578)		-	(35,578)	(33,966)
<b>NET CURRENT ASSETS</b>		<u>816,350</u>	<u>116,212</u>	<u>-</u>	<u>932,562</u>	<u>959,753</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,208,589</u>	<u>116,211</u>	<u>-</u>	<u>1,324,800</u>	<u>1,351,992</u>
<b>NET ASSETS</b>		<u>1,208,589</u>	<u>116,211</u>	<u>-</u>	<u>1,324,800</u>	<u>1,351,992</u>
<b>FUNDS</b>	14					
Unrestricted funds:						
General fund					553,023	585,444
General Reserves					121,817	121,217
Project fund					<u>534,486</u>	<u>526,682</u>
					<u>1,209,325</u>	<u>1,233,343</u>
Restricted funds:						
Churchyard					60,323	59,224
Bells fund					20,850	21,887
Organ fund					1,571	1,571
Mission					30,528	33,332
Pastoral fund					<u>2,202</u>	<u>2,638</u>
					<u>115,475</u>	<u>118,652</u>
<b>TOTAL FUNDS</b>					<u>1,324,800</u>	<u>1,351,995</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

  
Andy Carter – Churchwarden

  
Malcom Leighton – Churchwarden

  
David Arnold - Treasurer

The notes form part of these financial statements

**ASHTED PAROCHIAL CHURCH COUNCIL****CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>40,658</u>	<u>38,636</u>
Net cash provided by operating activities		<u>40,658</u>	<u>38,636</u>
<b>Cash flows from investing activities</b>			
Interest received		<u>11,387</u>	<u>6,572</u>
Net cash provided by investing activities		<u>11,387</u>	<u>6,572</u>
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>52,045</b>	45,208
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u><b>902,769</b></u>	<u>857,561</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><b>954,814</b></u>	<u>902,769</u>

The notes form part of these financial statements

**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023 £	2022 £
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>	<b>(27,195)</b>	<b>36,594</b>
<b>Adjustments for:</b>		
Interest received	(11,387)	(6,572)
Decrease in stocks	-	765
Decrease in debtors	77,627	15,061
Increase/(decrease) in creditors	<u>1,612</u>	<u>(7,212)</u>
<b>Net cash provided by operations</b>	<b><u>40,658</u></b>	<b><u>38,636</u></b>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.1.23 £	Cash flow £	At 31.12.23 £
<b>Net cash</b>			
Cash at bank and in hand	<u>902,769</u>	<u>52,045</u>	<u>954,814</u>
	<u>902,769</u>	<u>52,045</u>	<u>954,814</u>
<b>Total</b>	<b><u>902,769</u></b>	<b><u>52,045</u></b>	<b><u>954,814</u></b>

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 written off in the period in which the asset is acquired.

**Taxation**

The charity is exempt from tax on its charitable activities.

**ASHTED PAROCHIAL CHURCH COUNCIL****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023****1. ACCOUNTING POLICIES - continued****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**

	2023	2022
	£	£
Planned gift aid donations	428,313	456,440
Income tax recoverable	118,041	124,391
Other planned giving	53,314	43,161
Church collections	10,839	9,634
Other donations	240,515	121,948
	<u>851,022</u>	<u>755,574</u>

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	<u>11,387</u>	<u>6,572</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	2023	2022
		£	£
Café	Charitable activity	83,170	72,560
Hall Rental	Charitable activity	79,078	59,143
Parochial Fees	Charitable activity	25,068	22,687
Other income	Charitable activity	22,376	42,659
		<u>209,692</u>	<u>197,049</u>

Other income includes letting of Lorraine Gardens residential property and contribution from City of London Freeman school.

ASHTEAD PAROCHIAL CHURCH COUNCIL

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

5. CHARITABLE ACTIVITIES COSTS

Charitable activity	Direct Costs £	Grant funding of activities (see note 6) £	Totals £
	<u>1,034,120</u>	<u>69,241</u>	<u>1,103,361</u>

6. GRANTS PAYABLE

Grant Making		2023	2022
Christian Aid	Development Aid	3,000	3,000
CSW	Religious freedom	1,500	1,720
YAWOSUP	Kenya - Widows & orphans	6,000	6,000
Interserve (H & J Lee)	Mission society	5,000	5,000
Through the Roof	Disabled ministry	6,000	6,000
Mothers Union Overseas	Social concern	1,545	1,545
Karen Border Ministries	Mission in Thailand	6,000	6,012
<b>Overseas and Cross Cultural Mission Partners and Agencies subtotal</b>		<u><b>29,045</b></u>	<u><b>29,277</b></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	4,000
Besom	Care for the community	4,000	4,000
Evangelical Alliance	Service of the church	-	750
Leatherhead Start	Care for homeless	3,000	3,000
Music in Ministry Trust	Prison ministry	6,000	6,000
Send Prison	Prison ministry	1,000	1,000
<b>UK Mission Partners and Mission Agencies Subtotal</b>		<u><b>24,596</b></u>	<u><b>25,346</b></u>
<b>Total World Mission</b>		<u><b>53,641</b></u>	<u><b>54,623</b></u>



**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

<b>Other donation:</b>			
J & G Cooper	Mission visit to Karen Border Thaila	-	500
DEC	Ukraine Appeal	-	2,500
Epsom & Ewell Refugee Network	Ukraine Appeal	-	2,500
Stephanie Elstub	Mission in South Africa	2,250	-
St Giles School	Education	10,000	5,000
<b>Subtotal grants from the General Fund</b>		<b>65,891</b>	<b>65,123</b>
<b>Mission Fund:</b>			
YAWOSUP	Mission in Kenya	2,750	
The A Rocha Trust	Donation for echo church assessm	-	125
Episcopal Church of South Sudan & South Sudan University Partnership	Leaving Gift for Bishop Jo	100	-
O F Ogbighele	Mission visit to Wheels for the Worl	300	-
<b>Churchyard Fund:</b>			
Oakleaf Enterprise	Mental health charity	200	200
<b>Subtotal grants from restricted funds</b>		<b>3,350</b>	<b>325</b>
<b>Total grants made</b>		<b>69,241</b>	<b>65,448</b>

The total grants paid to individuals during the year were £2,550 (2022: £500) and the total grants paid to institutions were £66,691 (2022: £64,948).

**7. AUDITORS' REMUNERATION**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Fees payable to the charity's auditors for the audit of the charity's financial statements	<b>5,091</b>	<b>4,998</b>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

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

	<b>Salary and NI</b>	<b>Pension</b>	<b>Total 2023</b>	<b>Total 2022</b>
Robert Kendall	26,777	522	27,329	11,683
Rev Sarah Tapp	1,212	-	1,212	1,212
<b>Total</b>	<b>27,989</b>	<b>522</b>	<b>28,541</b>	<b>11,683</b>

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 2023**

**8. TRUSTEES' REMUNERATION AND BENEFITS - continued**

**Trustees' expenses**

	2023	2022
<b>Number of trustees (and persons closely connected to them or related parties) who were paid expenses</b>	<b>2</b>	<b>2</b>
<b>Nature of the expenses</b>	<b>Books and subscriptions, travel and hospitality</b>	<b>Books and subscriptions, travel and hospitality</b>
Richard Jones	63	903
Nico Ohlsson	-	725
Sarah Tapp	615	-
<b>Total</b>	<b>677</b>	<b>1,628</b>

**9. STAFF COSTS**

	2023 £	2022 £
Wages and salaries	349,095	340,048
Social security costs	18,776	18,955
Other pension costs	11,565	11,175
	<b>379,436</b>	<b>370,178</b>

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

2023	2022
<u>15</u>	<u>14</u>

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

**10. EX GRATIA PAYMENTS**

An Ex-Gratia payment of £5,000 was made to a retiring member of staff in recognition of exceptional service carried out over so many years. This was approved by HR Working Group on behalf of the PCC.

**ASHTED PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**11. TANGIBLE FIXED ASSETS**

	Freehold property £
<b>COST</b>	
At 1 January 2023 and 31 December 2023	<u><b>392,239</b></u>
<b>NET BOOK VALUE</b>	
At 31 December 2023	<u><b>392,239</b></u>
At 31 December 2022	<u><b>392,239</b></u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Other debtors	-	1,376
Prepayments and accrued income	<u><b>13,326</b></u>	<u><b>89,574</b></u>
	<u><b>13,326</b></u>	<u><b>90,950</b></u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Other creditors	<b>23,348</b>	<b>16,787</b>
Accruals and deferred income	<u><b>12,230</b></u>	<u><b>17,179</b></u>
	<u><b>35,578</b></u>	<u><b>33,966</b></u>

**14. MOVEMENT IN FUNDS**

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
<b>Unrestricted funds</b>			
General fund	<b>585,444</b>	<b>(32,421)</b>	<b>553,023</b>
General Reserves	<b>121,217</b>	<b>600</b>	<b>121,817</b>
Project fund	<u><b>526,682</b></u>	<u><b>7,804</b></u>	<u><b>534,486</b></u>
	<b>1,233,343</b>	<b>(24,018)</b>	<b>1,209,326</b>
<b>Restricted funds</b>			
Churchyard	<b>59,224</b>	<b>1,099</b>	<b>60,323</b>
Bells fund	<b>21,887</b>	<b>(1,037)</b>	<b>20,850</b>
Organ fund	<b>1,571</b>	<b>-</b>	<b>1,571</b>
Mission	<b>33,332</b>	<b>(2,804)</b>	<b>30,528</b>
Pastoral fund	<u><b>2,638</b></u>	<u><b>(436)</b></u>	<u><b>2,202</b></u>
	<u><b>118,652</b></u>	<u><b>(3,178)</b></u>	<u><b>115,474</b></u>
<b>TOTAL FUNDS</b>	<u><b>1,351,995</b></u>	<u><b>(27,195)</b></u>	<u><b>1,324,800</b></u>

**ASHTED PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	933,791	(966,212)	(32,421)
General Reserves	600	-	600
Project fund	130,308	(122,504)	7,804
	<b>1,064,699</b>	<b>(1,088,717)</b>	<b>(24,018)</b>
<b>Restricted funds</b>			
Churchyard	10,905	(9,806)	1,099
Bells fund	216	(1,253)	(1,037)
Mission	346	(3,150)	(2,804)
Pastoral fund	-	(436)	(436)
	<b>11,467</b>	<b>(14,645)</b>	<b>(3,178)</b>
<b>TOTAL FUNDS</b>	<b>1,076,166</b>	<b>(1,103,361)</b>	<b>(27,195)</b>

**Comparatives for movement in funds**

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
<b>Unrestricted funds</b>				
General fund	526,768	60,707	(2,032)	585,444
General Reserves	120,695	522	-	121,217
Project fund	550,489	(23,807)	-	526,682
	1,197,953	37,422	(2,032)	1,233,343
<b>Restricted funds</b>				
Churchyard	58,308	916	-	59,224
Bells fund	21,700	187	-	21,887
Organ fund	1,571	-	-	1,571
Mission	31,319	(19)	2,032	33,332
Pastoral fund	4,551	(1,913)	-	2,638
	117,449	(829)	2,032	118,652
<b>TOTAL FUNDS</b>	<b>1,315,402</b>	<b>36,593</b>	<b>-</b>	<b>1,351,995</b>

**ASHTEAD PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	949,102	(888,394)	60,707
General Reserves	522	-	522
Project fund	245	(24,052)	(23,807)
	949,869	(912,447)	37,422
<b>Restricted funds</b>			
Churchyard	9,833	(8,917)	916
Bells fund	187	-	187
Mission	306	(325)	(19)
Pastoral fund	-	(1,913)	(1,913)
	10,326	(11,155)	(829)
<b>TOTAL FUNDS</b>	<u>960,195</u>	<u>(923,602)</u>	<u>36,593</u>

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

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
<b>Unrestricted funds</b>				
General fund	526,768	28,287	(2,032)	553,023
General Reserves	120,695	1,122	-	121,817
Project fund	550,489	(16,003)	-	534,486
	1,197,952	13,406	(2,032)	1,209,326
<b>Restricted funds</b>				
Churchyard	58,308	2,015	-	60,323
Bells fund	21,700	(850)	-	20,850
Organ fund	1,571	-	-	1,571
Mission	31,319	(2,823)	2,032	30,528
Pastoral fund	4,551	(2,349)	-	2,202
	117,449	(4,007)	2,032	115,474
<b>TOTAL FUNDS</b>	<u>1,315,401</u>	<u>9,399</u>	<u>-</u>	<u>1,324,800</u>

**ASSTEAD PAROCHIAL CHURCH COUNCIL****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023****14. 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 £
<b>Unrestricted funds</b>			
General fund	1,882,893	(1,854,606)	28,278
General Reserves	1,122	-	1,122
Project fund	<u>130,553</u>	<u>(146,556)</u>	<u>(16,003)</u>
	2,014,568	(2,001,162)	13,406
<b>Restricted funds</b>			
Churchyard	20,738	(18,723)	2,015
Bells fund	403	(1,253)	(850)
Mission	652	(3,475)	(2,823)
Pastoral fund	<u>-</u>	<u>(2,349)</u>	<u>(2,349)</u>
	<u>21,793</u>	<u>(25,800)</u>	<u>(4,007)</u>
<b>TOTAL FUNDS</b>	<u><u>2,036,361</u></u>	<u><u>(2,026,962)</u></u>	<u><u>9,399</u></u>

**15. RELATED PARTY DISCLOSURES**

During the year, a total of £1,285 (2022: £275) was paid to YPS Events, a company controlled by Robert Kendall (trustee).