

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTCOTT, GUILDFORD

England & Wales · Charity number 1132869

Details

Other names HOLY TRINITY PCC, WESTCOTT

Status Registered

Legal form Previously excepted

Registered 2009-11-21

Register [View on the Charity Commission register](#)

Contact

Address The Meadow House
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Activities

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

Activities: The Parochial Church Council has the responsibility of co-operating with the incumbent of the Parish in promoting the whole mission of the Church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the building of St John's Westcott

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	£170,995	£173,596	-	-
2024-12-31	£183,931	£183,308	-	-
2023-12-31	£144,951	£178,804	-	-
2022-12-31	£174,405	£195,789	-	-
2021-12-31	£173,501	£170,991	-	-
2020-12-31	£161,712	£155,406	-	-

Trustees

Name	Role	Appointed
Rev Timothy Sebastian Armstrong	Chair	2022-09-08
ELIZABETH CATHLEEN MELDRUM		
Edward Coaton Wilde		2026-05-10
FREDERICK MURRAY ALEXANDER STEPHEN		2014-03-23
JANICE WAY		2017-08-02
Louise Anne Scillitoe-Brown		2022-05-15
MARK SHAKESPEARE		2017-04-28
Mark Paul Davis		2026-05-10
Nicola Vivienne Smetham		2023-06-26
Rebekah Kate Auton		2024-05-19
Rev Hannah Margaret Mayo		2020-10-11

Accounts



ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31ST DECEMBER 2025

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2025 until the date this report was approved (unless noted otherwise) are:

<i>Chairman, Ex-officio:</i>	The Rev'd Tim Armstrong, incumbent
<i>Wardens:</i>	Mark Shakespeare: Elected at APCMs 23.4.23, 19.5.24 and 15.4.25. Nicola Smetham: Elected at APCMs 23.4.23, 19.5.24 and 15.4.25.

Representatives on the Deanery Synod:
Vacant

Elected members:

Kay Meldrum, Treasurer	First elected for three years at 2009 APCM, then for three years every third APCM, up to and including from 19.5.24.
Jan Way, Secretary	Co-opted at PCC meeting 8.5.17. Elected for three years at 2018 APCM, then for three years every third APCM, up to and including from 19.5.24.
Murray Stephen*	Elected for three years 11.10.20, for one year 23.4.23 and for three years 19.5.24, served until July 2025.
Richard Packer	Elected for three years 11.10.20 and 23.4.23.
Hannah Mayo	Elected for three years 23.4.23.
Elizabeth Mair	Elected for three years 23.4.23, resigned November 2025.
Louise Scillitoe-Brown	Elected for three years 23.4.23.
Becky Auton	Elected for three years 19.5.24.

** Murray continued to serve as a member of the PCC until his death in July. He is very much missed by us all, and we remain deeply thankful for all his service, work and commitment over the years.*

Structure, governance and management

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.

Objectives and activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 123 parishioners on the Church Electoral Roll (2021 – 185). The average weekly attendance on a “normal Sunday” was 70 – comprising 59 adults and 11 children (2021 figures: 72; 70 adults and 2 children).

The “worshipping community” (ie attend worship at least monthly) is 150 (2021 – 104) - adults, children in congregational worship/activities, plus home communions and services taken at Bramley House and Westcott House.

Review of the year

The full PCC met five times during the year.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and since October 2025 the DBS Validator for this period following the resignation of Helen Hughes.

Activities

a) Safeguarding incidents

There have been no safeguarding incidents during the period from January 2025 to December 2025. There have been areas of concern in relation to families which have led to discussions between the Vicar and PSO and also the Vicar and Diocese.

b) New policies and procedures

No new policies have been issued by the Diocese.

The Safeguarding officer continues to monitor the Safeguarding Parish Dashboard - an online platform that outlines what the duties and responsibilities of each Parish regarding safeguarding,

covering training, adoption of policies, activities etc. There are 76 actions as you move through the platform. Outstanding items at present include:

- Updating and agreeing the Safeguarding policy (to be done at the first PCC following the ACPM)
- Reviewing all church and non-church activities involving children and vulnerable adults (to be done at the first PCC following the ACPM)
- Reviewing Ex Offender policy (to be done at the first PCC following the ACPM)

In addition the Diocese introduced a new aspect of the Hub which monitors and records:

- DBS status of all volunteers
- Training status of all volunteers
- Recruitment status

All volunteers must:

- Be recruited using safer recruitment guidelines which includes application forms and references
- Have a clear, enhanced DBS
- Have a job description
- Agree to undertake training – Basic, Foundation and Domestic Abuse

There are two implications to this approach; firstly it requires real commitment from volunteers in the church and secondly managing what is effectively an HR department and system is time consuming for the PSO.

c) *Training*

All training is now online. Members of the church have been diligent in undertaking safeguarding training for roles and I am very aware that everyone is a volunteer and therefore that training can be an additional burden placed upon us by the Diocese. Of 20 individuals on the Hub system 16 are still required to complete training and technically should not be undertaking tasks without having completed the training.

It is planned to run a domestic abuse training workshop in January 2026 in church rather than request that individuals undertake the training online which will reduce the numbers with outstanding training needs.

The Vicar and PSO also led an input on safeguarding during the Safe-guarding Sunday service to increase general awareness. The PSO has also inputted to Sunday services in relation to safer recruitment and why and how this has to be undertaken.

d) *DBS Validations*

There was a serious and significant breach of confidentiality reported to the churches in summer 2025 due to a data breach at the main DBS provider ACPS. This led to certain members of both our church and others having their data stolen.

The Diocese put in place measures to support those affected and also sought a new provider. Matrix has been appointed and will now undertake DBS checks through an online portal.

Helen Hughes, who had been undertaking the DBS validation role stepped down in October and currently the PSO is undertaking that role also. Many thanks to Helen for her work in undertaking the validation role very efficiently.

e) *Safeguarding meetings and inspections*

The PSO and Vicar hold quarterly safeguarding meetings and safeguarding is a key item on each PCC agenda.

The PSO undertakes periodic drop in at both Sunday Club and Cookie Club, the churches' two prescribed activities.

Conclusion

Safeguarding has become an increasingly important part of church and with the development of the HR hub is increasingly onerous both in terms of time commitment and responsibility. Some churches are now choosing to separate the HR/DBS validation aspect from the general role and this may be something that needs to be considered moving forward once the current incumbent leaves the role.

GENERAL REVIEW OF THE YEAR 2025 – Nicola Smetham & Mark Shakespeare, Churchwardens

There's a definite rhythm to life as a Church Warden. Over our tenure so far, we've gained greater insight into the church's role in village life. Easter, Remembrance, Christmas, funerals, memorials and weddings - all of life's seasons pass through the doors. All the usual meetings have taken place: leadership, PCC, wardens meet ups - the 'process' you would expect with a vibrant busy church.

There's a strong feeling that we simply 'carry on', following in the footsteps of the many that have gone before us, ensuring the church continues to thrive and prosper in Westcott. And yet, we take nothing for granted. It is the many volunteers generous with their time, (some active church members, many not), who in their service make it all possible. We begin with our thanks to each and every one of them for their support, service and constancy. As we attend Diocesan wide events, we know this isn't always the case.

It has been another busy year of community events when the church has extended a warm welcome. We've had truly exceptional music concerts with the **King's Men** returning, along with **Maiastra**, with HTW's space and acoustics accommodating them so well. Our first **Organ Celebration** looks set to be repeated in 2026 as a regular free event, (thanks to its local village sponsors), for all to come and hear live classical music. **Choral evensong** has also taken place and will continue in 2026 on a 'pop-up' basis, (keep an eye out for service details).

The church has also hosted many community social events such as the **Pancake Party**, (now an established highlight in the church calendar), for young families in the village/ school. This proved to be a sticky and joyous occasion with record numbers of pancakes, along with PBs (personal bests) by our team of pancake flippers. Our building has also been the setting for **The Gardeners' Club Horse Racing Night** and, of course, **WestFestivity** where, as often at these events, the church was crammed with people. On that occasion the crowd was hushed and stilled (not by Tim this time), but by the Rock Choir sallying forth with a rousing rock anthem. Mulled wine after our **Christmas Carol Service** provided a wonderful opportunity to extend hospitality not only to the village but many visitors too. All these events were well attended with a strong sense of community engagement. The church was once again beautifully decorated by our floral team throughout the festive season.

Church partnership with our village school, All Saints Surrey Hills, continues to flourish as a result of regular input by volunteers: '**Open the Book**' assemblies, **TLG** mentoring (both covered separately in this report), a **Bible study** class, **Easter Pause Day** which precedes the school's **Easter service**, and of course the school **Harvest Festival** held in church.

Our increasing involvement with the school is reflected in the growing numbers at our monthly '**20-20-20**' service, where the informal, all-age setting has helped to build relationships with young families in the village. This innovative service format has been enabled by the reconfigured church space, which morphs from church in the round to church in groups to messy church

with different creative zones/activities. It is an exciting area of growth for HTW, and we once again extend our thanks to the church family for their understanding and willingness to try something new to ensure the church lives on for future generations.

Alongside this, there have also been more reflective occasions, such as the **Maundy Thursday Supper** when the church family comes together for a meal and communion service, providing a deep sense of fellowship during Holy Week. The gentle and compassionate **Service of Remembering** continues to be well received by all those who attend and have a common bond of loss and grief. Sadly, 2025 has been a poignant year with many long-standing members of the church family passing away. Their counsel, participation and service in the life of Holy Trinity continue to be greatly missed.

Recognising the importance of prayer, underpinning our life as a church, 2025 saw us initiate a **prayer meeting** on the first Tuesday evening of each month. All are welcome to join us in this reflective hour where we pray not only for local concerns but also for the wider world. We have already witnessed some quite extraordinary answers to prayer.

It has been a busy year for village groups dealing with matters of local significance and governance. From discussions about the new village hall development to the wider Westcott Neighbourhood Development Plan (WNDP), we are pleased to host their meetings in church and show our support. We are grateful to the many volunteers who give of their time and energy to ensure the village's character and identity is preserved in the years to come.

There have been several highlights this year, the first of which was the **Ordination of Hannah Mayo**, which took place on 29 June at Guildford Cathedral. The service was followed by a celebratory lunch held at HTW for all to attend. Not only was this the culmination of her curacy training, but also of a journey which had begun at least ten years before when she first began to consider whether God was calling her to ordained ministry. It was a joyous occasion shared with her family, the church family and the village community which she serves.

Hannah's presence in church leadership, her counsel and fellowship, and her gifting are so warmly and gratefully received by all at Holy Trinity. She joins several of our members who have entered ordained ministry in recent years, creating a strong sense of continuity.

Another highlight was the **church weekend away** when Wychcroft was full to capacity as we shared fun and fellowship during this extended time together. Initially off to a rocky start with a power cut, what followed was a remarkable and memorable weekend.

One final highlight was the inaugural village **'Open Gardens'** event which was a great success, with significant funds raised and record attendance on what thankfully was a beautiful sunny day. The church, working with various village groups, came alongside the host gardeners, cake bakers and tea makers. It was a glorious day for Westcott, bringing the village together for a common cause. **The Hub** also stepped up to provide wonderful catering.

There has been much going on at The Hub this year, (reported separately here), so suffice to say we have seen such incredible blessing poured out over the building and all those that work within it. We continue to hold all their activities in prayer and wish them well on their expanding opening hours and programming. There is much more that could be said about the church's role in village life, which can't be effectively pinned down in a report. Comments in our church visitors book often capture those moments of need for prayer, solace and peace, in a place of God. This reflects the fact that Holy Trinity is much more than our church buildings and even what we have written of here. And so we complete 2025 with much to be thankful for and look forward to what 2026 holds for us.

ORDINATION - Hannah Mayo

After 3 years study on the diocesan Local Ministry Programme (now called St Martha's College), I was ordained deacon on 29th June 2025 at Guildford Cathedral...a joyful and amazing day, supported by family and so many friends, from the parish and further afield, both for the service and a fabulous celebratory lunch at Holy Trinity afterwards (thank you Liz Bradley and team!)

At that point I officially became Westcott's Asst Curate, very part-time, ostensibly Wednesdays and Sundays, though that's flexible depending on what's happening work wise in any given week. In this new role I've been enjoying getting to know more people in the village, and to understand more about the Westcott Community (though we've been coming to church here for 22+ years, we live in Dorking, and I'm amazed how many people I don't know in Westcott!), as well as helping Tim lead and plan services. I'm finding it so interesting being a 'collared' presence around the village, leading to some encounters and conversations I don't think would happen otherwise. I'm constantly learning, and very grateful for your patience and prayers along the way.

The next official stage, subject to the Bishop's approval, is another ordination! It's on Saturday 27th June, and this is when I'm ordained priest, one of the extraordinary consequences of which being that I'll be able to preside at Communion, which I'll be doing at the 8.30 and 10.15 services on Sunday 28th June.

I continue to be humbled and awed by the road I'm on. It's not always straightforward, and I need to get better at managing my time and energy in the very real juggle of life, work, family and ministry, but I frequently get a reassuring sense that I am just where I should be, doing what I've been called to do...not perfectly by any means, but knowing it's all in the strength, and by the grace, of God.

SUNDAY CLUB – Jenny Armstrong

Where we are

Holy Trinity Westcott regularly welcomes 8- 10 children and their parents to Sunday Club; there are often also 2 to 3 under 18's in the back room of church.

Sunday Club is run every Sunday except 20/20/20 weeks and the four Sundays of August. During 20/20/20 there is a mixed provision for Under 18's and their families. In August the Chapel remains open with a selection of toys and colouring for families to use.

Since the last APCM Sunday Club has had regular interaction with at least 12 separate family groups. Our families range from those with no previous interaction with Church or faith to those who may label themselves as church going Christians.

Sunday Club does not exist in a vacuum and the brilliant work of the Open the Book and Pause Day team, the TLG teams and the Cookie club team all feeds into Sunday Club. As well as Pancake Party, Christingle, Crib Service and Forest Church

How we got here

In some format Holy Trinity Westcott has been running a regular Sunday Club since November 2022. It is built on the outstanding legacy of Ellie Lister and the team of volunteers who supported what was a multi room set up in the years prior to Covid.

Since 2022 Sunday Club has been led by Julie Badman and Jenny Armstrong supported by the parents, greatly appreciated volunteers and the Church leadership. We also specifically want to mention and thank the incredible work and dedication of Jan Way our Parish Safeguarding Officer, her willingness to support, advice, chase up training and DBS is foundational to our work on a Sunday. Holy Trinity is committed to safeguarding children, young people, victims of domestic abuse and vulnerable adults. As part of this all our leaders are DBS check and undergo a cycle of training.

Where we'd like to go

Our age range now spans 0 - 9 years. With adaption, and very gracious older children, our group still works well together. This year we have expanded our activities to try and meet our range of ages. We are however aware that if we are to continue to grow in number and depth in our primary age range as well as our preschooler age range, we need a new plan. We are working through and dreaming about what this might look like, but it needs people like you to come and be part of the journey. Do talk to Jenny or Julie to find out more – there are so many opportunities to be alongside and disciple the children and young people of the parish if we can resource them.

For your prayers

- Thanks for all those families and children we have contact with.
- Wisdom for making the most of what we have
- For the children and their families to encounter God and build living relationship with him.
- For volunteers, there is so much potential, it just needs people to be in the room
-

Finally

If working with Under 18's feels you with a small sense of dread, can we assure you that Praying and just saying hello to the children and parents plays a huge part in this work. Families, like all of

us, just want to be welcomed and feel part of this community and saying Hi plays a massive part in that.

COOKIE CLUB – Ali Mabley, co-ordinator

Cookie Club meets on Thursday mornings between 9 and 11am at St Johns Chapel. It is a thriving little community! We have a wonderful team of volunteers to help put out toys, do coffee and biscuits, provide fantastic craft activities and get to know the young families in the village. We now have between 8 and 15 families coming regularly each week. The families are also meeting with each other outside of Cookie Club which is wonderful to see. They often go to The Hub for lunch after Cookie Club and they also arrange to meet in each other's houses during the holiday time when Cookie club takes a holiday. The baby meals link up with Cookie Club - Liz Bradley takes a meal and tells families with newborns about Cookie Club - again providing support and friendship.

At Christmas we had a visit from Father Christmas – the children and families love this! We had pancakes together just after Shrove Tuesday - Natalie bought her wonderful little pancake maker – the children thoroughly enjoyed this.

I would like to thank all the team. Natalie Akenzua for being there every week, always thinking of new and lovely things to do with the children, Liz Bradley for planning the most beautiful craft activities, Libby Witt for faithfully going over and above her rota to cover illness and being lovely with the families, Liz Cronshey for faithfully coming each week and developing relationships with the families. Jen Jordan -Moss has had extra work commitments this year, but we love it when she is able to come. She keeps an eye on social media and often thinks about things that I have not considered! And, last but not least, Peter Yates who comes each week to help us set up and do the “heavy work”.

I always come home from Cookie club and announce “What a wonderful team we have in Cookie club”.

OPEN THE BOOK – Liz Bradley, co-ordinator

Open the Book (OTB) is an exciting storytelling project where Bible stories are shared with children in a way that is fun, interactive and memorable. The OTB team take a weekly Assembly in Surrey Hills All Saints on Wednesday afternoons. The stories are scripted and the children (from a different year group each week) enjoy dressing up as the characters alongside the adults. After the storytelling there is a structured time of Reflection with prayer.

The team has grown this year to 5 leaders and 3 helpers. There is always space for more to be involved so please consider joining the team! Training in person and online is available through the Bible Society.

TRANSFORMING LIVES FOR GOOD (TLG) – Libby Witt, co-ordinator

In the past year, Holy Trinity has continued partnering successfully with 'Transforming Lives for Good' (TLG) and Surrey Hills All Saints School to run an Early Intervention programme with children from the school. TLG is a Christian charity which partners with local churches to give emotional support to vulnerable children and young people through a year-long coaching programme, designed to help the child make the very best of their time in education.

In 2025, our volunteer coach team numbered 3 coaches (Karen Ratzke, Grant Smetham and Libby Witt) who between them coached 6 different children during the year.

We continue to be blessed in having great support from the Senior Leadership Team and staff at Surrey Hills and to have a good working relationship with our School Key Contact, which has helped with the smooth running of the project. Our annual review in May 2025 with our TLG Regional Coordinator (held this year on Teams), meant we were able to hear from the school of the positive change they have seen in the coached children. The school were able to pass on some feedback from the children too. One said "(TLG) helps you live a better life. It just helps me out". Another said "It just made me feel more happy and excited. Makes me feel nice".

TLG continue to be a huge support to our coaching team: providing resources, training and encouragement through termly online regional forum meetings, and contact with our Regional Coordinator.

We are always ready to welcome more coaches to the team so if anyone is interested in coaching and would like to know more about what it involves, I'd love to hear from you!

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances remain stable, notwithstanding a greater increase in expenditure than in income, largely arising from costs associated with St Johns.

Total receipts on ordinary Unrestricted Funds were £149,905 and are detailed in the Financial Statements. This represents an increase in Unrestricted income of approx. 4%. There was an increase in covenanted donations, but other income has declined, reflecting the first full year of the new contract for the mast, lower investment income, and a drop in income from St Johns.

The field next to the churchyard was let on an annual basis, and gross income of £1,000 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £4,000 from it is shown in these accounts. In addition there was a contribution from the mast operators towards electricity costs.

£163,749 was spent to provide the Christian ministry from Holy Trinity Church, an increase of approx. 9%. The main item, 54% of total expenditure, (last year 56%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals. The net deficit on the premises was £7,962, compared with net deficit of £3,351 in 2024. The deficit is due to maintenance costs, particularly on the heating and electrical systems, and a drop in income.

The net result for the year on Unrestricted Funds was an excess of expenditure over income of £13,844. (2024 deficit £7,104). This was largely due to legal costs associated with a new lease for The Hub, and the deficit on St John's. Against this £5,873 was received from the Village Magazine (2024 £5,806) leaving an overall deficit of £7,971 (2024 deficit £1,298).

The balances carried forward at 31st December for Unrestricted funds totalled £98,941 (2024 £106,912).

Looking forward, our contribution to Diocesan Parish Share has increased by over £200 per month, and work is needed on the windows and cupola of St John's, though grants will cover most of this. 2026 will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted Funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £98,941 on Unrestricted Funds at the year-end exceeds this target. Cash reserves also exceed this target.

The balance of £262,961 in the Restricted Funds represents £4,640 in the General Support Fund, £8,834 for Youth Work, £221,361 net cost of St John's, £2,040 grant for the churchyard at St John's, £3,521 for work on St John's building, £1,221 for the Peace Garden, £4,003 relating to the Touche Fund, £4,593 in the Organ Fund, and £12,748 in the Magazine Fund.

It is our policy to invest our Restricted and Unrestricted Funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

BUILDINGS AND MAINTENANCE – Louise Scillitoe-Brown

Stonework, Roof & Churchyard:

Last year's report mentioned how water ingress to the stonework surrounding the Chancel window near the altar had caused significant deterioration. It was identified that the existing gutters were not designed to cope with the intense rain which now falls. Additionally, during the

exterior stonework repairs it became apparent that inadequate surface water drainage, plus rainwater pouring through the BT cable conduit, were causing flooding around the south side of the church.

The stonework around the chancel window was repaired by Chris Anstey. To prevent the damage re-occurring, it was deemed necessary to clear moss from the south facing (& shaded) roofs, install wider and deeper gutters, run a CCTV through the surface water drains to ascertain the condition and identify any necessary repairs. Thanks to receipt of a grant of £5,000 from the Buildings for Mission Team, secured through the Diocese of Guildford towards the costs of the £11k project, we were able to commission the roof and guttering work.

This work was completed, apart from one small snag, before the end of the year by Steve Giles – delayed by several weeks by a nesting pigeon. The completion of the snag is being chased. During the works it was discovered that the downpipes were completely blocked and Steve rodded these. Richard, who normally carries out the annual clearing of leaves from the gutters, has been asked to rod the downpipes annually too. They are all clear currently.

An application was made to The National Churches Trust for a grant to fund the CCTV survey and drains repairs, but this was unsuccessful. Further applications will be made.

Anna Hummell, the appointed Architect, chased BT after initial attempts to request that they stop the water ingress in the churchyard from rainwater entering their inspection chambers in Logmore Lane, had failed. She successfully arranged an appointment from Graham Brown, CoE Principal Project Manager for NET Coverage Solutions Ltd, who manage logistics for BT and EE. With him all inspection chambers within the churchyard near the control boxes for the aerials were opened. All were found to be filled with spoils from the rainwater ingress. BT have reported back that all boxes are now sealed and this work will be inspected using an endoscope by NET Senior Build Manager, Brian Gateley, on Thursday 9th April at 2:00pm. The architect and the maintenance volunteer will be present too.

A new aerial will be fitted in the steeple later in 2026. The scaffolding for this work will be left in place to allow us to carry out any necessary repairs. Drone footage will be taken of the church in advance of this to ascertain the condition of the cedar shingles, one was found on the grass recently, and any other maintenance issues. It is hoped that quotes for repairs and funding can be arranged in time for this work to be completed whilst the scaffolding is in place, thereby saving significant expense.

Cesspit Cover:

The cesspit cover was broken by a tractor when cutting John's Meadow. Chris Dale kindly agreed to purchase the necessary parts and repair the lid, which is now complete. The aim is to fit bollards either side of the cover to prevent further damage.

Boiler:

Cowleys' serviced and tested the boiler and provided a gas safe certificate.

ST JOHN'S COMMUNITY CENTRE – Simon Mabley

2025 has been a year of transition for St John's, as the vision has been realised of operating the Wescott Village Hub as a Community Interest Company from the building.

It has been very encouraging to see how this has all developed, and the new life it has brought. There has been a lovely synergy develop between the Hub, activities in the Chapel and the Community Garden, and it has also been wonderful to see the physical improvements that The Hub team have implemented in the building.

A number of practical things have been done to support this initiative:

- After consulting with Mole Valley planners, we were pleased to receive formal confirmation, through a "Certificate of Lawfulness", that the activities of the Hub were, in their view as well as ours, an appropriate use of the building.
- Holy Trinity Church, The Hub, and the Diocese ,worked together to produce a draft lease for the lower hall and shared toilets.
- When the boiler was condemned early in the year, the new boiler was installed with the ability to independently control the Hub and Chapel heating.
- The statutory five year electrical inspection identified a number of deficiencies. Alongside rectifying the issues we updated the fuse boards to modern standards and took the opportunity to separate the metering of the Hub and Chapel to enable independent billing.

Aside from the Hub, many other activities have continued in St John's, including for example: Cookie Club; Midweek Communion; The Community Fridge; Yoga; Writing for Wellbeing Workshops; Open Mic Nights; and casual hire for parties and events. The Community Gardeners also meet regularly and their skills in the grounds are much admired and enjoyed. We are also very grateful to Tony Winch for his gift of time and expertise, working his magic on the front doors, and restoring them from their previous dilapidated state.

Financially there has been some significant expenditure, particularly the electrical upgrade, which has meant expenditure exceeded income. However, with the changes now in place, and opportunities to increase hire of the Chapel, the expectation is that the Community Centre will be self-sustaining in the future.

WESTCOTT VILLAGE HUB – Jon Mears

The past year has been a period of significant transition and growth as the Hub continues to establish itself as a vital community center.

Strategic Growth & Governance

- **Organizational Shift:** The Hub has transitioned into the Westcott Village Hub Community Interest Company (CIC), moving from its origins as a pop-up shop to a permanent community space.
- **Leadership & Employment:** A new Board of Directors has been established to oversee the Hub. This consists of Jonathan Mears, Chris Dale, Rob Rooke, Maggie Law and Rochelle Ferguson-Webb.
- **Operational Expansion:** The Hub has successfully extended its opening hours to six days a week. To support this growth, Lynn has been employed as Hub Manager, alongside the creation of further paid and volunteer roles.
- **Stability:** The signing of a formal lease has provided the Hub with essential long-term stability for its operations. We extend our sincere thanks to Tim Armstrong and Simon Mabley for their support through Project R.E.A.C.H. in facilitating this.

Facility & Resource Improvements

- **Grant Success:** We are pleased to report successful grant applications that have funded a new kitchen, toilet refurbishments, and an improved Community Fridge setup amongst other improvements.
- **Equipment & Grounds:** A new coffee machine was acquired, funded in part by the Westcott 100 Club. Additionally, the AstroTurf has been removed from the garden to improve the outdoor space. We also maintained our excellent "Score on the Doors" now sitting at a 5 Star rating for Food Hygiene.

Community Services & Programming

- **Food Security:** The Westcott Community Fridge, in partnership with Fareshare and Mid Surrey Community Fridges, now serves upwards of a 100 people weekly.
- **New Initiatives:** We have launched Free Kids Meals during school holidays and free breakfasts during term time, supported partly by the 100 Club.
- **Engagement:** The Hub now hosts a regular craft evening and provides space for various groups.

- Advocacy: Staff and volunteers have commenced training as Citizens Advice 'First Aiders' to better support residents in need. Alongside various other training programs including Safeguarding and Food Safety.
- Local Business Support: The Hub has become a vital outlet for start-up village businesses, including local potters, artists, and beekeepers.

The whole team are looking forward to 2026 and have other projects in the pipeline.

WESTCOTT COMMUNITY GARDEN – Jakki Phillips

The community garden is now well established, and we have settled into our routine of seasonal jobs. During winter, our beds were mulched in preparation for the crops ahead and the broad beans sown in the autumn have stood against the varied weather and are doing well. Last year, to help insects over winter we didn't cut back plants in one of our flowerbeds to provide shelter, in line with being a wildlife friendly garden.

We are excitedly awaiting the emergence of our yellow rattle seedlings, which were carefully sown in our wildflower meadow area. Once growing they will start to weaken the grass so that other wildflowers have the chance to thrive. Lately we have been busy preparing for the year ahead and have sowed seeds for our summer crops and flowers, we've also enjoyed the first harvests of rhubarb. Following a generous donation of bird seed our feeders are regularly topped up and the food enjoyed by many birds.

We continue to welcome new faces to our volunteer community and had lots of visitors to the community garden as part of Westcott Open Gardens, which we are looking forward to being part of again this year.

WESTCOTT VILLAGE MAGAZINE – Cath Friend, Editor

The Westcott Village Magazine has continued to be a high-quality colour magazine. We are keeping it to 64pp each month, as this is the most cost-effective number of pages to print. The magazine is distributed free of charge to each household 11 times a year and edited by Cath Friend. The content is provided by local contributors who are encouraged to send in interesting local information with photographs where possible.

Advertising pays for all magazine costs of which printing is by far the biggest factor. Our advertising year runs from 1st November and will end on 31 October 2025. Our advertising income for 25/26 as at March 2026 is very similar to the previous year and stands at £14,004. Print costs are dependent on the size of each issue and inflationary print costs, the second of which particularly is out of our control. We have not been advised of an increase in print yet

this year, but that may change. If the issue sizes remain at 64pp and print costs don't rise, then a similar surplus to last year of around £5,000 is possible.

Danny and Sally Clark continue to be the advertising co-ordinators (with occasional support from Hugh Parry). Moira Fenwick is the delivery coordinator, with the help of Jane Holford and Sue Evans, organising a team of distributors who deliver to every household in the village. The number of Magazine Distributors is down to 40, as 2 people who had a very small number to deliver, have taken on an additional round each. Many thanks to all the distributors for promptly delivering each month's edition in all weathers, and coming to grips with the new technology of the keypad entry system! Additionally in June, we fulfilled the request by Judith Packer and Jo Astor of the Westcott Village Forum – Communications Working Group, to distribute the Neighbourhood Development Plan Input Survey flyer which was launched at WestFest on 22nd June, to every household, including outlying farms and properties. If anyone is interested in helping to distribute magazines, please contact Moira on distribution@westcottmag.com as there is sometimes a turnover of people and it would be good to have willing names on a list she could call on.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2025 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £170.96
Papua Partners £504.27

PAPUA PARTNERS – Naomi Sosa

During 2024/25 we continued to support our partners through training, accompaniment and organisational strengthening, enabling them to deliver effective programmes that are transforming the lives of individuals, families and communities. This investment helped partners secure at least £400,000 GBP from other donors, and together their work directly impacted over 40,000 people, with a further 150,000 people reached indirectly through education, health, livelihoods, gender justice initiatives, environmental stewardship and peacebuilding efforts.

Over the past year, our implementing partner IWaTaLi and other partners have brought hope and practical support across Papua. Small business development with Eruwok has strengthened women led enterprises in ten communities, expanding cooperatives and a fair trade coffee initiative that now supports more than 20 family networks. Our Ending Violence Against Women and Girls programme trained 60 youth and women leaders, with 20 new facilitators established, while support for internally displaced children in Wamena provided learning materials and water tanks for 150 students. Peacebuilding and paralegal training have continued to grow, equipping activists, new lawyers and church networks to document violations,

accompany victims and advocate for justice. The Church and Community Transformation (CCT) programme expanded to more than 100 congregations, reaching 8,000 people, while environmental stewardship progressed forest certification efforts for the Momuna tribe and rural education work with Yasumat ensured access to quality schooling in one of Papua's most remote regions.

A major focus this year was responding to the ongoing crisis of internally displaced communities in Sorong, Wamena and Sentani. This work centred on strengthening livelihoods through green business initiatives, savings groups and environmental management; training 30 youth and women leaders as Change Agents to document displacement and raise awareness on climate and environmental issues; and building bridges with host communities to prevent conflict and promote peace. In Wamena, land has been purchased for displaced families, while in Sorong, agreements with host villages have enabled the construction of homes and small farms. Our partnership with SKPC has also ensured trauma healing support remains available for affected families.

We are deeply thankful for the faithful generosity of our long term supporters, whose partnership continues to make such wide reaching transformation possible in lives, families and communities across Papua.

CLOSING REFLECTIONS – Tim Armstrong, Vicar

Rather than repeat the excellent general summary from our Church Wardens, I want to stop and give thanks for all the ways in which God used us – as His church in this place –over the course of 2025. Through your praying, giving and serving, the hungry were fed, young people were mentored, children filled our Sunday Club room to overflowing, our village community had opportunities to come together, and God was glorified amidst the Surry Hills. Thank you.

I want to thank all of you – and especially those who have written the above reports which demonstrate the many and varied ways we seek to love God, love our neighbours, and love our world. I especially want to thank Nicky and Mark, who do so much that goes unseen in their role as Church Wardens – and do it all with wisdom, patience and grace. I also want to especially thank Jan Way, who holds not one, but two, challenging roles as both our Parish Safeguarding Officer and the PCC secretary, without which we would not be able to operate as an organisation. I could of course go on – because 2025 was a reminder of that obvious, and yet deeply profound truth that the Church is not a building, or an organisation, but a gathering of ordinary people who come with our questions, uncertainties, hopes, hurts, gifts and mistakes, and seek to live out the hope and grace that we have glimpsed in Jesus. As we gather for our APCM it is 175 years since the construction of our beautiful church building began. I hope and pray that in another 175 years (unless Jesus returns before then) it will still be standing as a sign of the presence of the living God over our community and a living Church active in its midst. May our prayers, actions, understanding, giving and vision continue to build for those who are to call this village home in the decades to come. *May the grace of the Lord Jesus Christ, and the love of God, and of the fellowship of the Holy Spirit be with you all* (2 Corinthians 13.14).

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31 December 2025

	Note	Unrestricted Funds £	Restricted Funds £	Endowm't Funds £	TOTAL 2025 £	TOTAL 2024 £
INCOMING RESOURCES						
Voluntary Income	2(a)	122,567	6,527	0	129,094	136,307
Activities for generating income	2(b)	10,640	14,204	0	24,844	35,252
Investment income	2(c)	6,820	359	0	7,179	7,572
Incoming resources from charitable activities	2(d)	4,337	0	0	4,337	4,527
Other incoming resources	2(e)	5,541	0	0	5,541	0
TOTAL INCOMING RESOURCES		149,905	21,090	0	170,995	183,931
RESOURCES EXPENDED						
Charitable activities	3(b)	136,887	9,387	0	146,274	163,835
Other resources expended	3(c)	26,862	460	0	27,321	19,473
Governance Costs		0	0	0	0	0
TOTAL RESOURCES EXPENDED		163,749	9,847	0	173,596	183,308
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES						
		-13,844	11,243	0	-2,601	623
Gains on investment assets						
- on revaluation	5(b)	0	0	6,245.00	6,245	8,996
Transfers		5,873	-5,873	0	0	0
NET MOVEMENT IN FUNDS		-7,971	5,370	6,245	3,644	9,616
Balances b/f 1 Jan 2025		106,912	257,591	101,786	466,289	456,670
Balances c/f 31 December 2025		98,941	262,961	108,031	469,933	466,289

The notes on pages 2 to 7 form part of these accounts

Balance Sheet at 31 December 2025

		£	£	£	£	£
	Note	Unrestricted	Restricted	Endowment	TOTAL	TOTAL
	s	Funds	Funds	Funds	2025	2024
FIXED ASSETS						
Tangible	5(a)	22,344	221,361	0	243,705	247,100
Investments	5(b)	0	0	88,084	88,084	81,839
		22,344	221,361	88,084	331,788	328,939
CURRENT ASSETS						
Cash at bank and in hand	4(a)	32,280	12,749	0	45,029	48,864
Short term deposits	4(b)	42,400	28,851	19,947	91,198	85,379
Accounts receivable	6(a)	3,983	0	0	3,983	4,758
Prepayments	6(b)	901	0	0	901	810
		79,564	41,600	19,947	141,111	139,811
CURRENT LIABILITIES						
Creditors and Accruals	7	2,967	0	0	2,967	2,461
NET CURRENT ASSETS		76,597	41,600	19,947	138,144	137,350
TOTAL ASSETS LESS CURRENT LIABILITIES		98,941	262,961	108,031	469,333	466,289
TOTAL NET ASSETS		98,941	262,961	108,031	469,333	466,289
PARISH FUNDS						
Unrestricted		98,941	0	0	98,941	106,912
Restricted	9(a)	0	262,961	0	262,961	257,591
Endowment	9(b)	0	0	108,031	108,031	101,786
		98,941	262,961	108,031	469,933	466,289

Approved by the Parochial Church Council on 11 February 2026 and signed on its behalf by The Rev Timothy S Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2025

	Unrestricted	Restricted	Endowment	TOTAL	TOTAL
	Funds	Funds	Funds	2025	2024
	£	£	£	£	£
2. INCOMING RESOURCES					
2(a) Voluntary Income					
Planned giving - covenanted	80,092	765	0	80,857	66,618
Income tax recoverable	15,940	0	0	15,940	18,958
Listed Churches grant	2,184	0	0	2,184	0
Other giving	6,793	0	0	6,793	1,010
Sundry donations	4,560	0	0	4,560	11,439
Collections	3,198	0	0	3,198	3,593
Grants	9,800	4,700	0	14,500	24,689
Legacies	0	0	0	0	10,000
Donations for restricted purposes	0	1,062	0	1,062	0
	122,567	6,527	0	129,094	136,307

2(b) Activities for generating income

St Johns	6,240	0	0	6,240	7,891
Floodlights	400	0	0	400	600
Mast Rental	4,000	0	0	4,000	12,041
Sale of pews	0	0	0	0	120
Parish magazine adverts	0	14,204	0	14,204	14,873
	10,640	14,204	0	24,844	35,525

2(c) Investment income

Dividends and interest	5,820	359	0	6,179	6,572
Church field rent	1,000	0	0	1,000	1,000
	6,820	359	0	7,179	7,572

2(d) Incoming resources from charitable activities

Church and churchyard fees	4,337	0	0	4,337	4,527
	4,337	0	0	4,337	4,527

2(e) Other incoming resources

Weekend Away	5,541	0	0	5,541	0
	5,541	0	0	5,541	0

Total Incoming resources	149,905	21,090	0	170,995	183,931
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3 RESOURCES EXPENDED**3(b) Charitable activities**

Grants made in furtherance of PCC's objectives

Missions and church societies/organisations

Churches Together in Dorking	120	0	0	120	120
Papua Partners	504	0	0	504	178

Ministry

Parish Share	88,144	0	0	88,144	85,735
Parish ministry	5,054	0	0	5,054	2,468
Parish office & secretarial	5,933	0	0	5,933	8,452
Vicar's expenses	130	0	0	130	170
Assistant staff Communications	4,540	0	0	4,540	4,247

Church running expenses

Utilities	3,493	0	0	3,493	5,222
Insurance	3,232	0	0	3,232	3,101
Cleaning	1,961	0	0	1,961	3,293
Altar	423	0	0	423	192
Organists	80	0	0	80	586
Minor repairs	13,188	0	0	13,188	34,151
Organ and piano repairs & maintenance	994	0	0	994	961
Expenditure on Parish magazine	0	8,387	0	8,387	7,719
Professional services	3,709	0	0	3,709	648
Upkeep of Churchyard	4,438	1,000	0	5,438	5,546
Lay Training	760	0	0	760	720
Youth Work	184	0	0	184	325
	136,887	9,387	0	146,274	163,835

3(c) Other resources expended

St Johns costs	14,202	0	0	14,202	11,442
Weekend away	5,129	0	0	5,129	500
Depreciation	7,531	460	0	7,991	7,531
	26,862	460	0	27,321	19,473
Total resources expended	163,749	9,847	0	173,596	183,308

		2025	2024
4(b) Cash at bank and in hand		£	£
Current account		29,648	32,842
Curacy House Trust current account		50	50
Magazine account		12,749	12,804
Co-Op account		2,582	3,168
Total		45,029	48,864

4(c) Short term deposits

		£	
C of E Deposit Fund		57,380	54,896
Curacy House deposit account		13,872	10,536
Curacy House Trust C of E Deposit Fund		19,947	19,947
		91,198	85,379
Total		136,227	134,243

5 FIXED ASSETS

5(a)		St Johns	Freehold	Church	
Tangible		Equipment	Land and	Equipment	
		£	Buildings	£	£
	At 1st January 2025	12,123	217,224	75,306	304,654
	Additions at cost	4,596	0	0	4,596
	At 31 December 2025	16,719	217,224	75,306	309,250
Depreciation	At 1st January 2025	12,123	0	45,430	57,553
	Charge for the year	460	0	7,531	7,991
	At 31 December 2025	12,583	0	52,961	65,544
Net		4,137	217,224	22,344	243,706

5(b) Investments**Endowment Fund**

6904 CBF Church of England Short Duration Bond Fund Income Shares-Touche Bequest		10,295	9,994
Market value adjustment		252	301
At 31 December 2025		10,547	10,295
9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust		23,205	21,596
Market value adjustment		1,853	1,609
At 31 December 2025		25,058	23,205

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund		
- Curacy House Trust	48,339	41,253
Market value adjustment	4,141	7,086
At 31 December 2025	52,480	48,339

	88,084	81,839
Total Endowment Fund		
Total Investments	88,084	81,839

6(a) Accounts receivable (unrestricted)	£	£
Tax recoverable	3,983	4,267
WVA	0	491
	3,983	4,758

6(b) Prepayments (Unrestricted)	£	£
St Johns insurance	407	373
Octopus	59	59
Bullimores wage account	435	378
	901	810

Liabilities

7. Sundry creditors amounts falling due in one year	£	£
Unrestricted funds -field rent	750	750
Other creditors - utilities HT	642	363
St Johns	414	703
other	1,162	285
	2,967	2,101
Restricted funds Outward giving	0	270

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. The Village Magazine account has been reclassified as Restricted, and an adjustment made to Reserves brought forward to reflect this.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	11,166	13,854
Social Security costs	0	0
Pension costs	0	0
Other benefits	0	0
Total	11,166	13,854

Number of employees	3	3
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No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St John's Peace Garden Fund, the Building Development Fund, the Magazine fund, the Organ fund and the Touche Fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair.

Income from Curacy House Trust assets is Unrestricted.

Fund Movements

9(a) Restricted	G S Fund £	Youth Work Fund £	St Johns Building Fund £	St Johns Peace Garden £	Touche Fund £	Magazine £	Organ fund £	Total 2025 £
balance 1/1/25	4,640	8,069	222,694	1,221	3,644	12,804	4,519	257,591
Incoming resources	0	765	5,688	0	359	14,204	74	21,090
Transfers	0	0	0	0	0	-5,873	0	-5,873
Resources expended	0	0	1,460	0	0	8,387	0	9,847
At 31 December 2025	4,640	8,834	226,923	1,221	4,003	12,748	4,593	262,961

Represented by:

Tangible fixed assets	0	0	221,361	0	0	0	0	221,361
Investments	0	0	0	0	0	0	0	0
Churchyard grant cash at bank	0	0	2,040	0	0	0	0	2,040
Main Fund Cash at bank	4,640	8,834	3,521	1,221	4,003	12,748	4,593	39,560
	4,640	8,834	226,923	1,221	4,003	12,748	4,593	262,961

9(b) Endowment

Opening Balance 1/1/25	10,295	91,491	101,786
increase in value of investments	252	5,994	6,246
At 31 December 2025	10,547	97,484	108,031

Represented by

Investments	10,547	77,537	88,084
Short term deposits	0	19,947	19,947
	10,547	97,484	108,031

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2025 which are set out on pages to .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 144(2) of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

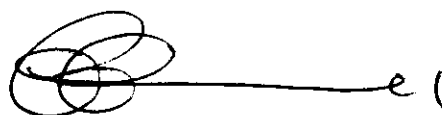
1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

F D M George ACA
Leith Cottage
The Hildens
Westcott
RH4 3JX



28/04/26

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

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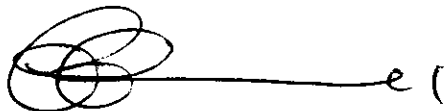
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F D M George ACA
Leith Cottage
The Hildens
Westcott
RH4 3JX



28/04/26

Accounts



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

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2024 until the date this report was approved (unless noted otherwise) are:

<i>Chairman, Ex-officio:</i>	The Rev'd Tim Armstrong, incumbent
<i>Wardens:</i>	Mark Shakespeare: Elected at APCM 23.4.23 and again 19.5.24. Nicola Smetham: Elected at APCM 23.4. 23 and again 19.5.24.

<i>Representatives on the Deanery Synod:</i>	
Glynis Cranefield	Elected for three years at APCM 11.10.20 and again 19.5.24. Stepped down December 2024.

<i>Elected members:</i>	
Kay Meldrum, Treasurer	First elected for three years at 2009 APCM, then for three years every third APCM, up to and including from 19.5.24.
Jan Way, Secretary	Co-opted at PCC meeting 8.5.17. Elected for three years at 2018 APCM, then for three years every third APCM, up to and including from 19.5.24.
Malcolm Bradley	Elected for three years 11.10.20 then for one year 23.4.23 and 19.5.24.
Murray Stephen	Elected for three years 11.10.20, for one year 23.4.23 and for three years 19.5.24.
Richard Packer	Elected for three years 11.10.20 and 23.4.23.
Hannah Mayo	Elected for three years 23.4.23.
Elizabeth Mair	Elected for three years 23.4.23.
Louise Scillitoe-Brown	Elected for three years 23.4.23.
Becky Auton	Elected for three years 19.5.24.

Structure, governance and management

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.

Objectives and activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 101 people on the Church Electoral Roll which has just been refreshed (pre-refresh – 181). The average weekly attendance on a “normal Sunday” was 75 – comprising 64 adults and 11 children (2021 figures: 72; 70 adults and 2 children).

The “worshipping community” (ie attend worship at least monthly) is 125 (2021 – 104) - adults, children in congregational worship/activities, plus home communions and services taken at Bramley House and Westcott House.

Review of the year

The full PCC met four times during the year. Committees met between meetings and any matters arising were referred to the PCC as necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Helen Hughes the DBS Validator for this period.

Activities

a) Safeguarding incidents

There have been no safeguarding incidents during the period from January 2024 to December 2025. There have been some areas of concern in relation to one family which Tim Armstrong has monitored and consulted with the Diocese in connection with. Diocese support is very good in relation to individual matters.

b) Complying with policies, procedures and good practice

The Safeguarding officer continues to monitor the Safeguarding Parish Dashboard - an online platform that outlines what the duties and responsibilities of each Parish regarding safeguarding, covering training, adoption of policies, activities etc. There are numerous levels as you move through the platform. Currently Holy Trinity is on Level 3 which is the top level. The Dashboard

is currently up to date with the exception of training and individual PCC members are completing the necessary training.

We now have a clear Safer Recruitment Process that everyone who is seeking a role with Children and Vulnerable Adults must follow. This involves a formal application, completion of a declaration regarding previous offences, two references and a DBS. Volunteers must also now have a Job Description, undertake basic safeguarding training and sign a declaration agreeing to follow safeguarding policies. Children's activities which come under the responsibility of the church are Cookie Club and Sunday Club. Jan undertakes risk assessment visits to both.

c) *Training*

As above. In general people have engaged with the training offered which is of a high quality.

d) *DBS Validations*

Helen does a sterling job managing the DBS applications which is no easy task. This is a key role in the church and both Tim and I are grateful for Helen's diligence. It is important to note that key roles in the church require an enhanced DBS, specifically when the role involves work with children, young people and vulnerable adults. Equally DBS status lasts three years so renewals are required. However there is now an update system, free to volunteers where, once registered the DBS is automatically updated and the status of individuals can be checked. This saves a great deal of time and expense so it is really worth everyone who undertakes a DBS doing this. It is not possible to continue to work with children or vulnerable adults if a DBS has expired.

e) *Safeguarding meetings*

Regular safeguarding meetings are held between Jan and Tim.

Conclusion

Safeguarding is now a standing item on the PCC agenda which is as it should be as it remains a key component of the church. At the January 25 meeting we had an interesting and lively discussion in connection with What makes for Healthy and Safe church, examining roles, communication styles and questioning thoughtfully how response to new members and to safeguarding overall.

The Dashboard is a helpful tool to ensure that as a church we are both compliant and cognisant of our duties and responsibilities. In the current climate within the Church of England it is really important that those of us 'at the coal face' demonstrate our commitment to safeguarding.

GENERAL REVIEW OF THE YEAR 2024 – Nicola Smetham & Mark Shakespeare, Churchwardens

The year got off to a tremendous start with the **Archdeacon's visitation** on Jan 8th! All HTW estate maintenance paperwork was in good order, with the only outstanding item a Public Safety Gas Certificate, which was soon acquired. More importantly was the heart-warming feedback from the Diocese of a strong feeling of excitement that God was at work in Westcott, and their assurance of support for all our endeavours. Short and long term initiatives were discussed and encouraged.

2024 has been a year of encouragement – Tim and his family moved into the heart of the village in May, after focused prayer for their quick settlement in Westcott. As promised last year, we have continued to engage with the wider community, repeating successful events such as the **Pancake Party**, when we welcomed young families from the village school to come and share pancakes with sensational toppings! Events such as these provide invaluable contact with young families, with the chance to start conversations and hear their needs. **Forest Church**, our periodical outdoors service for all ages, has seen new families join us, come rain or shine, and engage with this alternative service format. Young and old come together to respond to God's creation and reflect on how we can all care for our planet.

Community events have taken place in our now more versatile church building, and it is lovely to see HTW becoming known as a concert venue. The final floor reconfiguration works were completed just in time for **Dorking Rock Choir** on 7th June, who in their inimitable style rocked the audience. Classical concerts have also filled the space – **The Kings Men** and **Maiastra**, both with good attendance and much acclaim following their performances. Once again, such events are bringing old and new audiences through the doors of HTW. The final crescendo of the church's 2024 event calendar has to be '**Westfestivity**', the village Christmas Fayre held on 16th November. This was a well-attended event with a steady flow of visitors throughout the day, and clearly one held in much affection now. There were many comments on how welcoming the church was and how the event nurtured 'community', with all areas of the village represented. In addition, much needed funds were raised for charity.

However, it isn't all 'razzmatazz' at HTW, as there have also been many significant community services and school-related activities throughout the year: Surrey Hills All Saints School's **Harvest Festival and Christmas services** held in church; '**Open the Book**' assemblies; TLG (**Transforming Lives for Good**) mentoring and support. These keep the church known to young families and are clearly a contributing factor to the record attendance at the **Nativity Crib Service**. Meanwhile, our '**Sunday Club**' for children, wonderfully led by Julie Badman and Jenny Armstrong, continues to grow and has regular attendees who gleefully skip into it each week.

Looking to the wider community, we have continued to hold the **Service of Remembering** (3rd Nov) for all those in the village who are grieving and living with loss. This service of compassion has been much appreciated. We have also launched occasional **Baked Potato lunches** after the Sunday morning service, providing hospitality for the church family and beyond. These make use

of our new kitchen facilities and allow time for people to share food and 'life' conversations. **'Maundy Thursday Supper'** was another time of gathering, this time with a shared meal and communion around the table. There have also been evenings of praise and worship in all styles – some charismatic, some reflective, all of which provided a welcome mid-week pause to focus and centre on God. The local pub, meanwhile, has been the venue for a new life group, led by Tim Armstrong, with studies and discussion around the book of Romans.

We have also looked outward to our charity collaborations and hosted the **Papua Partners 'Walk for Papua'** supper on 14th September. HTW provided a central venue for the charity's trustees to meet and share valuable time together. We are always left inspired by the tremendous drive and energy of this 'small' charity and how it illuminates our perspective and understanding of the impact of climate change.

As your churchwardens, we are responsible for the stewardship not only of the estate buildings, but also of the church's finances, ensuring current provision and security for the future. The decline in **gifting** became a more pressing issue in 2024, with a myriad of good reasons to explain why, but nevertheless a trend that needed to be reversed. Our target shortfall was £17K and we are very happy to report that this has been significantly reduced. We emerge into 2025 in a much stronger financial position and have much to be thankful for in God's provision. Our special thanks to Simon Mabley who continues to keep a watchful eye over HTW and St John's.

We have attended various training and 'replenishment' services for church wardens throughout the year, a highlight being the **Bishop's Garden Party** in June. This was a welcome opportunity to meet fellow church wardens from across the Diocese, sharing experiences and encouraging one another. The benefit of this event was two-fold: it is always nice to be 'thanked', but it also highlighted the rich blessing we enjoy at HTW, when many parishes are struggling. We were reminded once again of the faithful community that have gone before us and how thankful we are for their commitment and careful stewardship. Later in the year, the Leadership Team attended a workshop on handling 'Tricky Questions'. Informative and gentle in its approach, this was well received by all.

As we look ahead to the year to come, we have outlined a few initiatives - the upper room re-organisation continues; a new bin store is needed to relocate them away from the back of the church building. No doubt there will be more, but we march on, confident in God's provision and with the blessing of sufficient resources and the many gifted volunteers who give of their time and counsel. We are reassured by the steady congregation numbers and indeed the number of regular 'new faces' attending across the month's services.

We remain mindful of the **Quinquennial** that will take place in May 2026 under the supervision of Louise Scillitoe-Brown, who continues to oversee buildings and maintenance with such great diligence. We have now been successful in filling the volunteer position of Grant Writer/Researcher and, as this report is being written, we are seeing the first early fruits of this initiative to secure public funds.

Much as we are churchwardens of HTW, we also have involvement with St John's Chapel. **The Village Hub** continues to gain momentum and is rightfully establishing itself as an active part of the village community and calendar. More on that from Jon, but we are prayerful for the work started here and filled with optimism that 2025 will be a year of growth and fruitfulness for this initiative.

We conclude with the church health check goals, as a reminder of the direction we continue to journey in as a church:

- ☐ Healthy church attendance.
- ☐ Involve a broader range of people in leading and supporting worship.
- ☐ Encourage people to join the "Electoral roll" – membership of the Church.
- ☐ Church engagement with the village school, and in village life generally.
- ☐ Volunteer posts filled.
- ☐ Clear evidence of discipleship – people growing in Christian faith – including ordinands.
- ☐ Activities organised by church members.
- ☐ Pastoral care offered through the village.
- ☐ Engagement with (inter) national issues e.g. through "Eco Church" – Forest church initiated
- ☐ Engagement with the wider Church, including, for example the great support for Papua Partners.
- ☐ Meeting the costs of running the Church in Westcott

Both Mark and I would like to extend our thanks to all who continue to answer our queries and respond to our many requests. Thank you!

A REVIEW OF THE YEAR – Tim Armstrong, Vicar

Part of the challenge of writing a review for this report is that 2024 already feels a long time ago. I want to begin by thanking the church wardens for their detailed review of the year, and all the other contributors to this document who have so thoughtfully recalled what happened over the course of the year. Speaking personally, I have found it deeply encouraging to pause for a few moments to remember and reflect on all that God has been doing in our community.

Rather than a chronological review, which has so brilliantly been done by Nicki and Mark, I will review the past year through the lens of our church vision which is the guiding force for where we prayerfully put our energies and resources: We are a church of all ages, a church of deep disciples, and a church rooted in and reaching out into our community.

A Church of All Ages

We have seen new faces of all ages join and visit our community over the course of 2024. We also saw a continued deepening of the relationship between our school and church. The church was present in the school community through Open the Book, TLG, the Local Committee (which replaced School Governors under the new Multi-Academy Trust system) and Collective Worships. The School was present in the Church through our three annual school services at Easter, Harvest and Christmas; the pancake party on Shrove Tuesday, and through more families from the school coming along to services during the year – and especially during Advent and Christmas. Sunday club has grown under the leadership of Julie and Jenny and is a place of meaningful discipleship. Revd Virginia Smith continued to energetically lead services and offer pastoral support in our two village care homes – along with the many other amazing things she does. There is so much to celebrate here! There is also a reality that to keep reaching families with the hope of the Gospel may create challenges over the coming years – being an intergenerational community of all ages doing our best to follow Jesus together is not always straightforward – but when we get glimpses of it working it is worth seeking after. We will continue to prioritise mission and ministry to families and seek to develop collaborative youth and children's discipleship over the coming years.

A Church of Deep Disciples

Over the course of the year we sought to create spaces where those who are new to the possibility of faith, and those who have been Christians for a long time, can gather to go deeper together. Women's Group continues to be a base of discipleship, community and mission. Discussion groups on Sermon Series were helped in the Pub during Lent looking at Covenant and at the Hub at St John's in Autumn exploring the Romans. Worship nights alternating between traditional Compline and more informal contemporary worship took place throughout the year. A group of us went away to the New Wine festival – some for the first time. A prayer gathering was held and many in the congregation share a sense that regular prayer meetings need to be a priority in 2025.

A Church Rooted in and Reaching out into the Community

We want to serve and support our community. This happens in all sorts of ways which, by their nature, go unseen, but there are also all sorts of partnerships and projects in 2024 which are worth celebrating. At St John's Chapel Jon and Mum's began the process of becoming the Westcott Village Hub Community Interest Company which has slowly transformed from being a pop up veg shop to a community space hosting crafts, the community fridge, and a space with good coffee available where people can meet, mingle and find out about the village. This transition to a Community Interest Company will be ongoing in 2025. Baby Meals – which involves so many cooks from the wider community as well as many from the church -has continued to provide meals to families with newborns and others in need. The Village Magazine – brilliantly edited by Cath Friend – is a source of information and interest for everyone in the Parish. Our trained TLG coaches have worked through the school to offer targeted support to children and their families. Members of our congregation serve the village in all sorts of different ways, from offering debt support, to sitting on various committees and as trustees. We have

aimed to hold more events in the Pub, at St John's, and in other community spaces to be a present and visible part of Westcott Community. As is always the risk when one begins making a list, there are many things, people, and projects that I will have missed – but I am so thankful for the many ways you, as members of Westcott Church, seek to serve and reach out into the community. Looking ahead, two things that have come out of times of prayer in 2024 are a sense that we have an ongoing role to play in bringing people from different parts of the community together, and the idea that the time may be ripe in 2025 to offer people in the village a course to explore the Christian faith as it has been a few years since this was last done and there seems to be genuine interest.

ORDINATION TRAINING - Hannah Mayo

After 3 years of study on the diocesan Local Ministry Programme, I'm finally going to be ordained on 29th June at Guildford Cathedral!

For those that don't know, the pathway I'm on means that I'll be staying at Holy Trinity after ordination, officially as Curate. I'll be a part-time (continuing my paid work alongside), financially self-supporting, additional ordained person in the parish (deacon for the first year, then ordained priest in a year's time), with much to learn as I go, but hopefully able to be a support to Tim in his leadership.

If you've been occasionally realising you haven't seen me for a while, it's because I've been on placement at St Martins, East Horsley since January - another village church but one that does things in different ways, so it's broadened my experience, and I've learnt lots, some of which will I hope be of use in Westcott too. I've enjoyed it hugely but am looking forward to being back with you after Easter.

The last 3 years have been incredibly enriching, hugely stretching in all kinds of ways, very (very) hard going at times, and an absolute joy and privilege. I am humbled and amazed by this road God's nudging me down: I can't quite believe I'm nearly there (and still have what feels like a mountain of written work to do before the day itself), but I also know that June 29th is really just the start of this journey. I'm so grateful for the support, encouragement and prayers of all at Holy Trinity over the past few years (and especially my Parish Support Group - thank you Tim, Shakespeares, Staceys and Brenda), and ask for your continuing prayers over the next few months as I plough through the academic work and prepare for 29th June and beyond.

SUNDAY CLUB – Julie Badman, co-ordinator

Sunday Club has had another wonderful year. We continue to have a regular core attendance of around 8 children between the ages of 2 and 8 years old with many Sundays seeing attendance increase up to 12. The group has been led principally by Julie Badman and Jenny Armstrong with the support of multiple church members to ensure that we have the appropriate number of

DBS adults present. A special thank you to Karen Ratzke for providing an energetic musical segment at the start of each session. Thanks must also go to Jan Way and Helen Hughes for their help in ensuring that our Safeguarding procedures are rigorous. In addition, we are very lucky to have a fantastic Duke of Edinburgh student, Sophia, who comes to volunteer as part of her Gold award. We couldn't run Sunday Club without all these valuable contributions. Thank you everyone!

One of the challenges continues to be providing appropriate material and opportunity to learn across a very wide age range in a single venue. Throughout the year we have experimented with different resources and the best sessions have been when the school aged children have been led in a separate activity which allows them to go more deeply into the story we are exploring. Of course, this level of provision requires additional resource and preparation, but is something that we would like to do more of.

One of the most rewarding things we have seen in the past year is the increasing acceptance of the children as an integral part of our church congregation. The children are learning so much from the adults they mix with in the main congregation both before, during and after the service. Thank you to everyone for helping our young people to have such a positive experience being a central part of our church community.

OPEN THE BOOK – Liz Bradley, co-ordinator

Open the Book (OtB) is an exciting storytelling project where Bible stories are shared with children in a way that is fun, interactive and memorable. The OtB team take a weekly Assembly in Surrey Hills All Saints on Wednesday afternoons. The stories are scripted and the children (from a different year group each week) enjoy dressing up as the characters alongside the adults. After the storytelling there is a structured time of Reflection with prayer. Please consider joining the team! Training is available.

TRANSFORMING LIVES FOR GOOD (TLG) – Libby Witt, co-ordinator

In the past year, Holy Trinity has continued partnering successfully with 'Transforming Lives for Good' (TLG) and Surrey Hills All Saints School to run an Early Intervention programme with children from the school. TLG is a Christian charity which partners with local churches to give emotional support to vulnerable children and young people through a year-long coaching programme, designed to help the child make the very best of their time in education.

In 2024, our volunteer coach team grew to 5 (Karen Ratzke, Lisa Brady, Grant Smetham, Murray Stephen and Libby Witt) which means that 5 children received coaching under the programme in the year. We were sad that Murray had to step back in the summer term for personal reasons. We wish him all the very best and hope that he might be able to return at a later date. Karen

stepped into his shoes and continued coaching Murray's coached child, after her own coached child completed his year.

We are blessed in having great support from the Senior Leadership Team at Surrey Hills and continue to have a good working relationship with our School Key Contact, which has helped with the smooth running of the project. Our annual review in March 2024 with our TLG Regional Coordinator, meant we were able to hear from the school of the positive change they have seen in the coached children. TLG continue to be a huge support to our coaching team: providing resources, training and encouragement through termly online regional forum meetings, and contact with our Regional Coordinator.

We are delighted that Liz Cronshey has volunteered to be a coach, is going through the application process and will do her training in the next few weeks, with a view to starting as a coach after that. We still have space for another coach in the team so if anyone is interested in joining the team and would like to know more about what coaching involves, I'd love to hear from you!

COOKIE CLUB – Ali Mabley, co-ordinator

Cookie Club meets on Thursday mornings between 9 and 11am at St Johns Chapel. It is a thriving little community! We have a wonderful team of volunteers to help put out toys, do coffee and biscuits, provide fantastic craft activities and get to know the young families in the village. We now have between 8 and 15 families coming regularly each week. The families are meeting with each other outside of Cookie Club which is wonderful to see. The baby meals link up with Cookie Club - Liz Bradley takes a meal and tells families with newborns about Cookie Club - again providing support and friendship.

In the Autumn term we had a visit from Kath Webster and Richard Packer from St Johns Ambulance to give first aid training for little ones. This was very much appreciated by the group. We also had a visit from Father Christmas at the end of term - no first aid, just presents!

Sadly, we have lost two team members as they have moved to be nearer family. Audrey Chitty, washed up for us each week, and Ian Chappell helped us set up the Chapel before Cookie Club. They are both greatly missed. I am very grateful to Peter Yates for stepping into Ian's shoes.

I am also very grateful to Natalie Akenzua for taking on the lead whilst I have been out of action for the last two terms. And the wonderful volunteers who are so dedicated and make a great team - Cookie club wouldn't take place without them! Thank you all!

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances had a very shaky start to the year, but, thanks to the generosity of parishioners, have improved, with an increase in income greater than the increase in expenditure.

Total receipts on ordinary Unrestricted Funds were £143,936 and are detailed in the Financial Statements. This represents an increase in Unrestricted income of approx. 20%. This includes an increase in covenanted donations of 9% (2023 decrease 2%), a significant increase in associated tax credits, partly due to backdating, and an increase in investment and other income.

The field next to the churchyard was let on an annual basis, and gross income of £1,000 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £12,041 from it is shown in these accounts. This is unusually high as the result of accountancy adjustments following the change in the contract during the year. In future only £4,000 p.a. will be received, plus a contribution towards electricity costs

£151,040 was spent to provide the Christian ministry from Holy Trinity Church, an increase of approx. 12%. The main item, 56% of total expenditure, (last year 61%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals. The net deficit on the premises was £3,351, compared with net surplus of £1,601 in 2023. The deficit is largely due to increased electricity costs.

The net result for the year on Unrestricted Funds was an excess of expenditure over income of £7,104. (2023 deficit £14,959). This was largely due to a significant amount spent on work on the building following the Quinquennial review, and the deficit on St John's.

The work on improvements to the Church fabric using Designated Funds was finished during the year, and the assets and small bank balance of this Fund, £33,149 was transferred to the Unrestricted Fund. The surplus on the Restricted Magazine account, £5,806, was also transferred to the Unrestricted Fund. The balances carried forward at 31st December for Unrestricted funds totalled £106,912 (2023 £80,095).

Looking forward, more work is needed on the building following the Quinquennial review, our contribution to Diocesan Parish Share has increased, income from the telephone mast will be significantly reduced, and work is needed on the heating in St John's. The increase in Parish Share does not take account of the recent increase in National Insurance, which Diocese are initially absorbing but which will impact in future years. 2025 will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted Funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £106,912 on Unrestricted Funds at the year-end exceeds this target. Cash reserves of £73,570 also exceed this target.

The balance of £257,591 in the Restricted Funds represents £4,640 in the General Support Fund, £8,069 for Youth Work, £217,224 net cost of St John's, £1,840 grant for the churchyard at St John's, £3,629 for work on St John's building, £1,221 for the Peace Garden, £3,644 relating to the Touche Fund, and £12,804 in the Magazine Fund.

It is our policy to invest our Restricted and Unrestricted Funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

BUILDINGS AND MAINTENANCE

Maintenance Report - Louise Scillitoe-Brown



Stonework

Quinquennial

Stonework repairs formed a key component of the list of urgent repairs in the 2022's Quinquennial Report. Chris Anstey was booked to complete this work, and extra repairs identified since the Quinquennial, in autumn 2023, but due to unexpected additional work in the projects scheduled before ours, this did not start until the autumn 2024. Most of the work was completed before Christmas, with hessian wrapped lime mortar left to cure through the winter.

Climate Change

Additional stone repairs had become apparent during 2024. Stonework surrounding the Chancel window near the altar had badly deteriorated because the existing gutters are not designed to cope with the excessive rain that now falls. Also, during the exterior stonework

repairs it became apparent that the inadequate surface water drainage, plus rainwater pouring through the BT cable conduit, were causing flooding around the south side of the church.

A series of quotes were gathered and funding of £5k was secured through the Diocese of Guildford towards the costs of the £11k project to clear moss from the roofs, installed wider and deeper gutters, run a CCTV through the surface water drains c/w a pc amount for repairs. The chancel window has now been repaired, and we are seeking further funds to complete the remaining work.

Over Hanging Trees

The church stonework is very porous and the south and east sides shaded by the trees on the Heath. The Head Forester of Wotton Estate was contacted, and he and his team have removed some of the large, overhanging limbs and one precariously overhanging tree. The work helps to improve airflow, thereby aiding drying of the stone and prevent storm damage

Cesspit Cover

The cesspit cover was broken by a tractor when cutting John's Meadow. Chris Dale kindly agreed to purchase the necessary parts and repair the lid. The plan is to install bollards adjacent to this to help prevent the problem occurring again.

Electrical Inspection Updates

Following the regular inspection of the electrical installations in the church various upgrades were recommended. The work was carried out in November 2024 by Carbon Electrical and the cost net of VAT of £875 was paid by a donation from a local benefactor. HMRC agreed to refund the VAT element.

PAT Test

The annual PAT revealed that the electronic keyboard and other items stored in the room above the Old Vestry were showing signs of damp. A dehumidifier was purchased on behalf of the church and set to run continuously, draining into the sink in that room. The power usage is low, much less than heating the room. With the increased airflow around the south and east side of the church, the damp atmosphere may improve.

Boiler

Cowley's serviced and tested the boiler and provided a gas certificate. They returned when the main control panel failed. Through their efforts the circuit board was supplied by the manufacturer free of charge, but it was still necessary to pay for the labour because the relatively new boiler is out of warranty.

ST JOHN'S COMMUNITY CENTRE – Jon Mears, Manager

Initiatives

Westcott Community Larder:

In partnership with Mid Surrey Community Fridges, the weekly van stop on Tuesdays has now been complemented with a more permanent offering at the Village Hub next door. The larder diverts food waste and gets used by 50-70 people each week with the help of dedicated volunteers.

Jon and Mum Groceries / Westcott Village Hub Community Interest Company:

This transitioning not-for-profit enterprise is developing well. The cafe prepares home cooked meals, summer BBQs, and support for various community groups indicate the shop's evolving role as a community centre. The Hub has also provided an outlet for goods made by start-up village businesses including a Pottery, an Artist, a Beekeeper, wonderful jewellery, a local candle maker and even a Pyrographer! Fundraising for the Westcott Village Hub saw the successful application for a new kitchen at the Hub which is wonderful news.

Chapel Bookings:

The chapel is now home to a number of regular users providing steady income. Alongside the well-established Cookie Club, Yoga, Creative Writing and Art Club there are numerous recovery groups, Shakti Dance, Craft Fayres, Open Mic Evenings and ad hoc birthday celebrations filling the chapel.

Unfortunately maintenance continues to be a challenge with the Heating, Carpet and Electrics all causing an uplift in expenditure in 2024 and/or also a downturn in rental income, this combined with the end of energy contracts (seeing an uplift in energy prices circa 35%) meant that cost for keeping the Chapel operational at around £3k. However, the new heating is now up and running, the electrics have been improved and despite still needing a new carpet the outlook is positive.

WESTCOTT COMMUNITY GARDEN – Jakki Phillips

The community garden, in the churchyard at St John's, went from strength-to-strength last year, with plentiful harvests of beans, courgettes, radishes, carrots, potatoes, raspberries and a variety of squashes in the autumn. Harvests are shared amongst volunteers and excess available from Westcott Community Hub. Our ornamental flowerbed filled with roses, lavender and cosmos has proved popular with the local bee and butterfly population, whilst the unmown area continues to provide much needed habitat for wildlife. There is a good camaraderie amongst volunteers at the Saturday session and we hope to have regular weekday sessions in the summer, to enable more people to come along and share in the fun! This year, alongside growing fruit and vegetables, we are planning to grow more flowers for cutting, to build on an

initiative started earlier this year, for giving bunches of flowers to brighten the day of anyone in the village who may be feeling under the weather. We are also planning to add sensory features to the garden and are looking forward to being part of the Westcott Open Gardens on Sunday, 15th June, when we hope to promote B-Lines - a Buglife pollinators project - by having bee-friendly flowering plants available for anyone who wants to help form a network of wildlife-friendly habitats within the village and beyond!

WESTCOTT VILLAGE MAGAZINE – Cath Friend, Editor

The Westcott Village Magazine has continued to be a high-quality colour magazine. We have kept it to 64pp, as this is the most cost-effective number of pages to print. The magazine is distributed free of charge to each household 11 times a year and edited by Cath Friend. The content is provided by local contributors who are encouraged to send in interesting local information with photographs where possible.

Advertising pays for all magazine costs of which printing is by far the biggest factor. Our advertising year runs from 1st November and will end on 31st October 2025. Our advertising income for 24/25 as at March 2025 is very similar to the previous year and stands at £14,105 for 24/25 vs £14,151 in 23/24. Print costs are dependent on the size of each issue and inflationary print costs, the second of which particularly is out of our control.

We have been advised of an increase in print yet this year, but that may change. If the issue sizes remain at 64pp and print costs don't rise, then a similar surplus to last year of over £5,000 is possible. Danny and Sally Clark continue to be the advertising co-ordinators (with occasional support from Hugh Parry). Moira Fenwick is the delivery coordinator, with the help of Jane Holford, organising a team of 43 distributors who deliver to every household in the village. If anyone is interested in helping to distribute magazines, please contact Moira on distribution@westcottmag.com as there is sometimes a turnover of people and it would be good to have willing names on a list she could call on.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2024 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £257.97

Children's Society £118.53

CMS £360

Crisis at Christmas £54.07 (balance of 2023 donation)

PAPUA PARTNERS – Naomi Sosa

Papua Partners remains a key mission partner, and we raised a few thousand pounds to support their vital work through fundraisers and initiatives in 2024. Several members of the congregation took part in the annual Walk With West Papua in September to raise awareness and funds.

Some of the highlights of 2024

Responding to the crisis of internally displaced communities (IDP): During 2023/24 we continued support to communities displaced by conflict, resource extraction and natural disasters in Sorong, Wamena and Sentani. We supported the livelihoods of 3 IDP communities through the establishment of green business, savings groups and improved management of the environment. This included the establishment and expansion of catfish breeding and selling businesses in Sorong, small pig business and agriculture in Wamena and tree planting in Sentani.

Speaking Out: Equipping 30 youth and women leaders as Change Agents and network leaders to monitor, map, and document causes of displacement, raise awareness on climate change and the environment and advocate for change.

Small Business Development: We provided support to our partner Eruwok to strengthen their various micro- business projects with women from 10 communities including a baking cooperative and a basic goods cooperative and a coffee business. The groups have been going from strength to strength providing an amazing example of women leading change and being the engine of growth in their communities. These businesses are supporting at least 20 family networks, funding children in education, and healthcare costs. The bread and basic goods businesses give a percentage of their profits to the Eruwok community clinic.

This year saw the continuation of the **ending violence against women and girls programme** in the town of Wamena in partnership with Yasumat and various church networks. This programme provides training of trainers for youth facilitators, churches and women leaders in how to **prevent Gender Based Violence (GBV) and promote equality** as well as how to equip churches to become safe spaces for victims of violence and a promoter of healthy families and communities.

In early 2024 we partnered with Elsham, Bentalar Rakyat, Parapara Buku and Lao Lao Papua to host a **Women's School in Sentani** over a number of weeks with the theme of 'Inspire Inclusion - Take, Seize, Create and Defend Space for Women in the Land of Papua'. The school aimed to build awareness and critical thinking skills, learning media and creating a safe space for women to understand women's issues.

Peacebuilding: Our partner iWaTaLi has been growing their important peacebuilding work and are active behind the scenes training activists in conflict areas, building connections and consensus, helping Papuan groups build a nonviolent movement for peace and justice. We have supported several small grants for activists to travel internationally to carry out advocacy on the ongoing situation in Papua.

Paralegal and Documentation Training: This year iWaTaLi in partnership with the Papuan Legal Aid Foundation (LBH) trained 15 young activists to attain their paralegal qualification and build their capacity in the documenting of human rights and environmental crimes.

Church and Community Transformation (CCT): The CCT programme continues to grow and is the core approach used by Yapelin, Yasumat and iWaTaLi to build the capacity and resilience of local communities to bring about positive lasting change. In 2023/2024 we started a new training of trainers programmes to build capacity of regional leaders in delivering the CCT programme.

Rural Education: This year with support from Papua Partners and other donors Yasumat was able to start a model primary school in the District of Lolat, Yahukimo. The school is working together with parents and community leaders and aims to develop a quality, contextual curriculum that provides an opportunity for children from one of the remotest communities in Papua with a good education.

We continue to support and facilitate the advocacy work of the West Papuan Council of Churches (WPCC) and the West Papuan Christian Youth Forum internationally. One of our team works as part of the Secretariat of the WPCC and the work of iWaTaLi in documentation of conflict related incidents and abuses that feeds the advocacy work of the Council and supports the advocacy work of European advocacy groups to advocate for change at the UN and with national Governments.

All of this work would not be possible without the generosity of our regular long-term supporters who enable us and our partners to mobilise transformative change, one person at a time.

SURREY HILLS GROUP – Tim Armstrong

(Group of Churches formed 1.1.15:

Abinger & Coldharbour with Holmbury & Wotton; Westcott)

The Surrey Hills Group is an informal partnership between Westcott Parish and the Churches of the Leith Hill Benefice. In 2024 we continued to work together and share mission and ministry where possible. I personally have benefitted greatly from working alongside Revd Kia Pakenham who continues to offer encouragement, ideas, creativity and insight as we meet together regularly to talk and pray. Revd David Grundy, who oversaw Wotton and Holmbury St Mary, retired in January and the Benefice have been looking to appoint a new House for Duty Priest but as yet there have been no successful applicants. One of the great joys of our collaboration has been Open the Book, which involves volunteers from our Parishes working together to creatively tell Bible stories in our shared school – Surrey Hills All Saints. There are ongoing conversations about how we can further collaborate, especially around youth and children's ministry in the years ahead.

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31 December 2024

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowm'nt Funds £	TOTAL 2024 £	TOTAL 2023 £
INCOMING RESOURCES							
Voluntary Income	2(a)	111,563	17,814	6,930	0	136,307	100,636
Activities for generating income	2(b)	20,532	120	14,873	0	35,525	28,406
Investment income	2(c)	7,314	0	258	0	7,572	7,124
Incoming resources from charitable activities	2(d)	4,527	0	0	0	4,527	4,123
Other incoming resources	2(e)	0	0	0	0	0	4,662
TOTAL INCOMING RESOURCES		143,936	17,934	22,061	0	183,931	144,951
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	135,258	19,477	9,100	0	163,835	159,865
Other resources expended	3(c)	15,782	3,491	200	0	19,473	18,939
Governance Costs		0	0	0	0	0	0
TOTAL RESOURCES EXPENDED		151,040	22,968	9,300	0	183,308	178,804
NET INCOMING RESOURCES		-7,104	-5,034	12,761	0	623	-33,853
Gains on investment assets							
- on revaluation	5(b)	0	0	0	8,996	8,996	5,966
Transfers		33,921	-28,115	-5,806	0	0	0
NET MOVEMENT IN FUNDS		26,817	-33,149	6,955	8,996	9,619	-27,887
Balances b/f 1 January 2024		80,095	33,149	250,636	92,790	456,670	484,557
Balances c/f 31 December 2024		106,912	0	257,591	101,786	466,289	456,670

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31 December 2024

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2024	TOTAL 2023
		£	£	£	£	£	£
FIXED ASSETS							
Tangible	5(a)	29,875	0	217,225	0	247,100	254,630
Investments	5(b)	0	0	0	81,839	81,839	72,843
		29,875	0	217,225	81,839	328,939	327,473
CURRENT ASSETS							
Cash at bank and in hand	4(a)	35,700	0	13,164	0	48,864	42,979
Short term deposits	4(b)	37,870	0	27,562	19,947	85,379	89,090
Accounts receivable	6(a)	4,758	0	0	0	4,758	2,822
Prepayments	6(b)	810	0	0	0	810	990
		79,138	0	40,726	19,947	139,811	135,881
CURRENT LIABILITIES							
Creditors and Accruals	7	2,101	0	360	0	2,461	6,684
NET CURRENT ASSETS		77,037	0	40,366	19,947	137,350	129,197
TOTAL NET ASSETS		106,912	0	257,591	101,786	466,289	456,670
PARISH FUNDS							
Unrestricted		106,912	0	0	0	106,912	80,095
Designated		0	0	0	0	0	33,149
Restricted	9(a)	0	0	257,591	0	257,591	250,636
Endowment	9(b)	0	0	0	101,786	101,786	92,790
		106,912	0	257,591	101,786	466,289	456,670

Approved by the Parochial Church Council on 20th January 2025 and signed on its behalf by The Rev
Timothy S Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2024

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. The Village Magazine account has been reclassified as Restricted, and an adjustment made to Reserves brought forward to reflect this.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
	£	£
Salaries and wages	13,854	14,888
Social Security costs	0	0
Pension costs	0	234
Other benefits	0	0
Total	13,854	15,122

Number of employees 3 3

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2024

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2024	TOTAL 2023
	£	£	£	£	£	£
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving – covenanted	65,888	0	730	0	66,618	61,169
Income tax recoverable	18,958	0	0	0	18,958	11,891
Listed Churches grant	0	0	0	0	0	3,705
Other giving	1,010	0	0	0	1,010	475
Sundry donations	11,439	0	0	0	11,439	11,519
Collections	3,593	0	0	0	3,593	1,659
Grants	5,675	17,814	1,200	0	24,689	9,200
Legacies	5,000	0	5,000	0	10,000	0
Donations for restricted purposes	0	0	0	0	0	1,018
	111,563	17,814	6,930	0	136,307	100,636
2(b) Activities for generating income						
St Johns	7,891	0	0	0	7,891	8,202
Floodlights	600	0	0	0	600	465
Mast rental	12,041	0	0	0	12,041	5,171
Parish magazine adverts	0	0	14,873	0	14,873	13,568
Sale of Pews	0	120	0	0	120	1,000
	20,532	120	14,873	0	35,525	28,406
2(c) Investment income						
Dividends and interest	6,314	0	258	0	6,572	6,124
Church field rent	1,000	0	0	0	1,000	1,000
	7,314	0	258	0	7,572	7,124

2(d) Incoming resources from charitable activities

Church and churchyard fees	4,527	0	0	0	4,527	4,123
	4,527	0	0	0	4,527	4,123

2(e) Other incoming resources

Traidcraft	-0	0	0	0	0	51
Weekend Away	0	0	0	0	0	4611
	0	0	0	0	0	4662

Total Incoming resources	143,936	17,934	22,061	0	183,931	144,951
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3 RESOURCES EXPENDED

	£	£	£	£	£	£
3(a) Costs of generating voluntary income	0	0	0	0	0	0
3(b) Charitable activities						
Surrey Hills Primary School	0	0	0	0	0	288
Papua	178	0	0	0	178	0
Churches Together in Dorking	120	0	0	0	120	120
Ministry						
Parish Share	85,735	0	0	0	85,735	83,370
Parish ministry	2,468	0	0	0	2,468	3,370
Parish office & secretarial	8,452	0	0	0	8,452	9,415
Vicar's expenses	170	0	0	0	170	286
Communications	4,247	0	0	0	4,247	5,188
Church running expenses						
Utilities	5,222	0	0	0	5,222	4,383
Insurance	3,101	0	0	0	3,101	2,983
Cleaning	3,293	0	0	0	3,293	2,780
Altar	192	0	0	0	192	334
Organists	586	0	0	0	586	200
Minor repairs	14,674	19,477	0	0	34,151	28,944
Organ and piano repairs & maintenance	481	0	481	0	961	1,662
Expenditure on Parish magazine	100	0	7,619	0	7,719	8,605
Professional services	648	0	0	0	648	1,014
Upkeep of Churchyard	4,546	0	1,000	0	5,546	5,299
Lay Training	720	0	0	0	720	1,624
Youth Work	325	0	0	0	325	0
	135,258	19,477	9,100	0	163,835	159,865
3(c) Other resources expended						
St Johns costs	11,242	0	200	0	11,442	6,601
Traidcraft	0	0	0	0	0	7
Weekend away	500	0	0	0	500	4,800
Depreciation	4,040	3,491	0	0	7,531	7,531
	15,782	3,491	200	0	19,473	18,939
Total resources expended	151,040	22,968	9,300	0	183,308	178,804

	2024	2023
4(a) Cash at bank and in hand	£	£
Current account	32,842	27,760
Curacy House Trust current account	50	50
Magazine account	12,804	11,356
Co-Op account	3,168	3,813
Total	48,864	42,979

4(b) Short term deposits		
C of E Deposit Fund	54,896	52,041
Curacy House deposit account	10,536	17,102
Curacy House Trust C of E Deposit Fund	19,947	19,947
	85,379	89,089
Total	134,243	132,069

5 FIXED ASSETS

		St Johns Equipment £	Freehold Land and Buildings £	Church Equipment £	TOTAL £
5(a) Tangible					
	At 1st January 2024	12,123	217,224	75,306	304,653
	Additions at cost	0	0	0	0
	At 31 December 2024	12,123	217,224	75,306	304,653
Depreciation	At 1st January 2024	12,123	0	37,899	50,022
	Charge for the year	0	0	7,531	7,531
	At 31 December 2024	12,123	0	45,430	57,553
Net		0	217,224	29,876	247,100

5(b) Investments	£	£
Restricted Fund		
CBF Investment Fund Income Shares	0	12,923
Purchased in year	0	194
Market value adjustment	0	607
Sale	0	13,724

Endowment Fund

6904 CBF Church of England Short Duration Bond Fund Income Shares- Touche Bequest	9,994	9,432
Market value adjustment	301	562
At 31 December 2024	10,295	9,994

9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	21,596	18,720
Market value adjustment	1,609	2,876
At 31 December 2024	23,205	21,596

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	41,253	39,332
Market value adjustment	7,086	1,921
At 31 December 2024	48,339	41,253

Total Endowment Fund			81,839	72,843
Total Investments			81,839	72,843
6(a) Accounts receivable (Unrestricted)			£	£
Tax recoverable			4,267	2,822
Other			491	0
			4,758	2,822
6(b) Prepayments (Unrestricted)			£	£
		St Johns insurance	373	365
		Octopus	59	88
		Bullimores' wage account	378	537
			810	990
Liabilities				
7. Sundry creditors amounts falling due in one year			£	£
Unrestricted funds	Accruals	Orange	0	3,508
		field rent	750	750
		Other creditors - utilities HT	363	1,091
		St Johns	703	578
		other	285	278
			2,101	6,205
Restricted funds				
		Outward giving	360	479

9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St John's Peace Garden Fund, the Building Development Fund, the Magazine Fund, the Organ Fund and the Touche Fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair.

Income from Curacy House Trust assets is Unrestricted.

Fund Movements

	G S Fund £	Youth Work Fund £	St Johns Building Fund £	St Johns Peace Garden £	Touche Fund £	Magazine £	Organ fund £	Total 2024 £
9(a) Restricted								
balance 1/1/24	4,640	7,339	222,494	1,421	3,386	11,356	0	250,636
incoming resources	0	730	1,200	0	258	14,873	5,000	22,061
Transfers	0	0	0	0	0	-5,806	0	-5,806
resources expended	0	0	-1,000	-200	0	-7,619	-481	-9,300
At 31 December 2024	4,640	8,069	222,694	1,221	3,644	12,804	4,519	257,591

Represented by:

Tangible fixed assets	0	0	217,225	0	0	0	0	217,225
Investments	0	0	0	0	0	0	0	0
Churchyard grant cash at bank	0	0	1,840	0	0	0	0	1,840
Main Fund Cash at bank	4,640	8,069	3,629	1,221	3,644	12,804	4,519	38,526
	4,640	8,069	222,694	1,221	3,644	12,804	4,519	257,591

9(b) Endowment

Opening Balance 1/1/24	Touche Fund £	Curacy House Trust £	Total 2024 £
increase in value of investments	9,994	82,796	92,790
At 31 December 2024	301	8,665	8,996
	10,295	91,491	101,786

Represented by

Investments	10,295	71,544	81,839
Short term deposits	0	19,947	19,947
	10,295	91,491	101,786

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2024, which are set out on pages 1 to 8

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

F. D. M. George ACA
Leith Cottage
The Hildens
Westcott
Surrey
RH4 3JX


14 April 2025

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

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Independent Examiner's Statement

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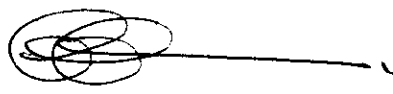
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F. D. M. George ACA
Leith Cottage
The Hildens
Westcott
Surrey
RH4 3JX



14 April 2025

Accounts



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

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2023 until the date this report was approved (unless noted otherwise) are:

<i>Chairman, Ex-officio:</i>	The Rev'd Tim Armstrong, incumbent
<i>Wardens:</i>	Mark Shakespeare: Elected at APCM 23.4.23
	Nicola Smetham: Elected at APCM 23.4.23.

<i>Representatives on the Deanery Synod:</i>	
Glynis Cranefield	Elected at APCM 11.10.20

<i>Elected members:</i>	
Kay Meldrum, Treasurer	First elected for three years at 2009 APCM, then for three years every third APCM, up to and including 23.5.21.
Jan Way, Secretary	Co-opted at PCC meeting 8.5.17. Elected 22.4.18. for three years and again 23.5.21.
Mark Shakespeare	Co-opted at PCC meeting 8.5.17, elected 23.05.21 for three years.
Malcolm Bradley	Elected 11.10.20. for three years and 23.4.23 for one year.
Richard Packer	Elected 11.10.20. for three years and again 23.4.23.
Hannah Mayo	Elected 23.4.23 for three years.
Elizabeth Mair	Elected 23.4.23 for three years.
Murray Stephen	Elected 11.10.20 for three years and 23.4.23 for one year.
Louise Scillitoe-Brown	Elected in 23.4.23 for 3 years.

Structure, governance and management

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.

Objectives and activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 181 parishioners on the Church Electoral Roll (2021 – 185). The average weekly attendance on a “normal Sunday” was 61 – comprising 55 adults and 6 children (2021 figures: 72; 70 adults and 2 children).

The “worshipping community” (ie attend worship at least monthly) is 116 (2021 – 104) - adults, children in congregational worship/activities, plus home communions and services taken at Bramley House and Westcott House.

Review of the year

The full PCC met five times during the year. Committees met between meetings and any matters arising were referred to the PCC as necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Helen Hughes the DBS Validator for this period.

Activities

a) Safeguarding incidents

There have been no safeguarding incidents during the period from January 2023 to December 2023.

b) Complying with policies, procedures and good practice

The Church of England introduced a set of National Safeguarding Standards in October 2023 building upon existing policies and procedures and these will be linked to the Parish Dashboard. The five standards cover:

- Culture, Leadership and Capacity
- Prevention
- Recognising, Assessing and Managing Risk
- Victims and Survivors
- Learning, Supervision and Support

The Safeguarding officer continues to monitor the Safeguarding Parish Dashboard - an online platform that outlines the duties and responsibilities of each Parish regarding safeguarding, covering training, adoption of policies, activities etc. There are numerous levels as you move through the platform. Currently Holy Trinity is on Level 3, having completed tasks in the year to move from Level 2. The only outstanding item is that all PCC members attend the Prevention of Domestic Abuse training online. 7 out of 12 have completed the course so far.

Risk assessments and job descriptions were recommended for any church activity involving children and both Cookie Club and Sunday Club leaders now have job descriptions and both activities have undertaken a risk assessment. Jan has visited and inspected both.

c) *Training*

As above. In general people have engaged with the training offered which is of a high quality.

d) *DBS Validations*

It is important to note that key roles in the church require an enhanced DBS, specifically when the role involves work with children, young people and vulnerable adults. Equally DBS status lasts three years so renewals are required. However, there is now an update system, free to volunteers where, once registered the DBS is automatically updated and the status of individuals can be checked. This saves a great deal of time and expense, so it is really worth everyone who undertakes a DBS doing this. It is not possible to continue to work with children or vulnerable adults if a DBS has expired.

Helen Hughes looks after the DBS validations, which is not straightforward, and I remain extremely grateful to her for doing this key role.

e) *Safeguarding meetings*

A safeguarding meeting was held in September 2023 and these are now a regular occurrence between Jan Way and Tim Armstrong.

Conclusion

Safeguarding is now a standing item on the PCC agenda, which is as it should be, as it remains a key component of the church.

The Dashboard is a helpful tool to ensure that as a church we are both compliant and cognisant of our duties and responsibilities.

GENERAL REVIEW OF THE YEAR 2023 – Nicola Smetham & Mark Shakespeare, Churchwardens

2023 has seen the completion of all but one of our key development projects. This will now enable us to focus on engaging with the wider community, ensuring that our church building is fully utilised and seen as a thriving and welcoming space for all. In line with our church vision of welcome and building relationships within the village, we held the hugely successful Westfestivity event in mid-November. We received tremendous feedback on this event ranging from – ‘I’ve never been in here (church) before’, to ‘I haven’t visited for years.’ There were comments too on the vibrancy of the church community and how welcoming the church looked and felt. In short, there was strong feeling of ‘mission accomplished’. Westfestivity will return again this year.

Other community events have included ‘Captain Noah and His Floating Zoo’, which was a great success and well-attended by school parents supporting the newly formed and grant-assisted school choir. This was a great example of outreach and connection coming full circle, ending up with a ‘new audience’ entering the church. Earlier in the year we held a Pancake Party, which again was very popular and drew in many children and families from across the village, for some of whom it was a much needed meal.

Our partnership with Surrey Hills All Saints School has been strengthened during the year, not only through events such as these but also through ‘Open the Book’ school assemblies, the Transforming Lives for Good mentoring scheme (TLG) and the Easter Pause Day. (More on both of these initiatives later in the report.) For younger children in the village and their parents or carers, Cookie Club continues to provide a place of welcome and support.

In October, we held our first Service of Remembering, an opportunity to give thanks for the lives of those we have lost, whether recently or long ago. This was very much valued by those who attended, with a request for it to become an annual event.

Earlier this year we gathered in prayer for a resolution to our vicarage dilemma. God is clearly moving within the community of Westcott. Within a matter of weeks a suitable property came on the market, was viewed and reviewed by the Diocese, and a speedy completion on the property was made. It will be tremendous to have the Armstrong family living in the heart of the village, demonstrating faith, parenting and the importance of family. Meanwhile, the old vicarage site is being sold by the diocese and is currently under offer.

We are now mindful of the Quinquennial that will take place in May 2026 under the supervision of Louise Scillitoe-Brown, who oversees buildings and maintenance, (more detail later in the report). Our next steps are to fully consider the availability of grant funding to assist with the works. With this in mind a new volunteer position of Grant Writer/Researcher is to be advertised shortly around the village.

As we look ahead to the year to come, we have outlined a need for the upper room (above the kitchen) to be 'updated' and made a suitable space for the Sunday Club to expand into. A truly wonderful problem to have!

Immense thanks must go to our previous church wardens, Simon and Ali, Libby and John, as the final re-ordering works complete. The kitchen was completed in November and shortly after christened with a Baked Potato Lunch, another well attended event and soon to be repeated. To sit down and share food as a church family is very special, it all helps to build connection, enable good conversation and strengthen our fellowship. This facility makes it all so much easier and we have much to be thankful for.

The floor levelling represents the last of the re-ordering projects one which, along with the new chairs, will help to create a more flexible and accessible space for future events. These projects have been funded through grants and gifts, with no impact on general funds.

Early discussions have started on reviewing our giving to cover our increased running costs. More will be shared on this as we continue into the summer, but we are reassured by the steady congregation numbers and indeed the number of regular 'new faces' attending. We are blessed with so many resources, not least the many gifted volunteers who give of their time and counsel, and other income streams, (village mag and phone mast rental), that help support the work of HTW.

We conclude with the church health check list as a reminder of the direction we continue to journey in as a church.

- ☐ Healthy Church attendance.
- ☐ Involve a broader range of people in leading and supporting worship.
- ☐ Encourage people to join the "Electoral roll" – membership of the Church.
- ☐ Church engagement with the village school, and in village life generally.
- ☐ Volunteer posts filled.
- ☐ Clear evidence of discipleship – people growing in Christian faith – including ordinands.
- ☐ Activities organised by church members.
- ☐ Pastoral care offered through the village.
- ☐ Engagement with (inter) national issues e.g. through "Eco Church" – paused for now.
- ☐ Engagement with the wider Church, including, for example the great support for Papua Partners.
- ☐ Meeting the costs of running the Church in Westcott – under review

Both Mark and I would like to extend our thanks to the many of you who have answered our endless questions and helped us settle into our first year as church wardens. Thank you!

A REVIEW OF THE YEAR – Tim Armstrong, Vicar

- Our 2023 sermon series included looking at Jesus' journey in Mark's Gospel, the nature of wisdom in the Book of Proverbs, and the challenging yet hopeful writings of the prophet Malachi.
- We spent 8 weeks as a whole church exploring Spiritual Formation on Sunday mornings and in small groups – asking the question what does it mean for each of us to be intentional in how we are being formed day by day and looking at 7 'practices' which have sustained Christians over the centuries.
- Hannah Mayo continued her ordination training (see below) and the Diocese launched a new Foundations in Ministry course for those in lay ministry who would like space over a few Saturdays in the year to do some theological thinking, form a support network with others in similar situations and have space to see what God is calling them to step into in the coming years.
- Nicky, Mark and Grant became our new Church Wardens and have done an incredible job doing all sorts of vital things – most of which go unseen. I am extremely grateful to the three of them for all they did in 2023 and the incredible support, wisdom and encouragement they give me.
- Many of us went on a Church Weekend Away at Wychcroft Retreat Centre where we enjoyed beautiful surroundings, good company, excellent food, and inspiring teaching from Rev'd Alex Cacouris. The feedback from the event was extremely positive and we are looking to return on another weekend away there in 2025.
- Our links with Surrey Hills All Saints Primary School continued to develop with Open the Book and TLG both having a positive impact on the school community. In addition to these two great initiatives (see more on them below) the whole School came to the church for their collective worship three times in the year and members of the church are involved in supporting the school through prayer, governance, 'Pause Days', encouragement, and providing regular collective worship. A new Head, Jacky Fyson, began her role in September 2023 and is having a very positive impact on the school and community.
- Our Sunday Club has grown over 2023 led by Julie Badman and Jenny Armstrong with children aged between 0-6 dancing to the worship and filling the Sunday Club room during the service. There is a strong foundation to keep building on this going forward as we seek to grow in our vision to be a church of all ages.
- The Diocese launched the first stage of the Catalyst Project which is already having an impressive impact on helping young people in Dorking and the surrounding area explore the possibility of faith in Jesus for themselves. There is much more to come in the next few years and we have been in conversations about how the Church in Westcott can be involved.
- Monthly worship nights took place throughout 2023 alternating between relaxed contemporary worship and the reflective liturgy of Compline.

- The Village Magazine was delivered each month to almost every house in Westcott. Huge thanks to Cath who edits the magazine and to everyone involved in producing it and taking it door to door.
- Women's Group and the Wednesday Communion at St John's Chapel remained key spaces of discipleship and mutual support within our church community.
- The Church in Westcott was present and represented at a number of wonderful community events – from Westfest and Westfestivity, to Pub Quizzes and Concerts.
- We saw attendance at services over Christmas return to their pre-pandemic levels with people from across the village joining us for the Crib Service, Christingle, Carols, Midnight Communion (which returned to a midnight slot in 2023) and other services.
- We work closely with the other churches in the local area. Deanery Synod – attended by Clergy and Lay Members (Glynis Cranefield represented Westcott) - has had a year of vision setting and reflection. I met regularly with the other church leaders in Dorking through the Dorking Ministers' Fellowship where we shared vision, sought ways to work together to proclaim the Gospel through words and actions, and prayed for one another and our communities.
- The Church Finances have been a challenge in 2023. We have been hit by the inflation and raised costs that have impacted on all people and organisations and regular giving has not increased with inflation over the past five years. There was some good news – especially in terms of special funding for one off projects such as the new kitchen which was entirely covered by grants and specific gifts. I am so grateful to all of you that gave as part of your worship over the course of 2023. See our treasurer Kay's helpful summary below for a breakdown of the years finances.
- There are countless stories from 2023 of people taking steps on their journey with God because of there being a living, breathing Christian Community in Westcott. A snap shot of this information is contained below. Thanks to each of you for being a part of the ongoing story of our church as we seek to continually be formed into the community God is calling us to be.

ORDINATION TRAINING - Hannah Mayo

I am now nearly two-thirds of the way through my ordination training with the Local Ministry Programme for the Guildford Diocese. The training is part time –

- college each Monday evening in term time
- a study day at the start of each term
- 3 residential weekends a year

Each term we study a different module: e.g. Mission and Evangelism, Pastoral Care, The Bible, Discipleship and Ethics, Church History and Doctrine, and for each of these submit 2 assignments. In addition, we need to preach at least once a term, and I've recently done a placement with the Guildford Town Centre Chaplaincy.

Crucially, I have always been clear that God is calling me to the parish of Westcott, so, unlike Ellie Lister and David Packham when I am ordained, in June/July 2025, it will be as what is currently called an Ordained Local Minister (OLM), to serve here, with you and alongside Tim, as an additional priest in this parish.

I look forward to discovering more of what that might mean with you in this place, and I'm constantly astonished and humbled by the road God is taking me on, and the ways I'm being formed as I travel, as we all are in our different ways. So I'd encourage you to think about where God might be leading you, what God might be calling you to be and do, using the unique gifts God's given you, recognising we all have so much to offer in building the kingdom and radiating God's love and the hope of Christ in this community.

OPEN THE BOOK – Liz Bradley, co-ordinator

Open the Book (OtB) is an exciting storytelling project where Bible stories are shared with children in a way that is fun, interactive and memorable. The OtB team has grown from 3 to 9 over the past year and we take a weekly Assembly in Surrey Hills All Saints on Wednesday afternoons. The stories are scripted and the children (from a different year group each week) enjoy dressing up as the characters alongside the adults. After the storytelling there is a structured time of Reflection with prayer.

New volunteers are welcomed and training is available.

TRANSFORMING LIVES FOR GOOD (TLG) – Libby Witt, co-ordinator

In the past year, Holy Trinity has continued partnering successfully with 'Transforming Lives for Good' (TLG) and Surrey Hills All Saints School to run an Early Intervention programme with children from the school. TLG is a Christian charity which partners with local churches to give emotional support to vulnerable children and young people through a year-long coaching programme, designed to help the child make the very best of their time in education.

In 2023, three volunteer coaches from Holy Trinity (Karen Ratzke, Lisa Brady and Libby Witt) coached 6 children under the programme: three from January to July and another three from September onwards. We are blessed in having great support from the Senior Leadership Team at Surrey Hills and continue to have a good working relationship with our School Key Contact, which has helped with the smooth running of the project. We recently underwent our annual review with our TLG Regional Coordinator, in which we were able to hear from the school of the positive change they have seen in the coached children. TLG continue to be a huge support to our coaching team: providing resources, training and encouragement through termly online regional forum meetings, and contact with our Regional Coordinator.

We are delighted that 2 more coaches (Grant Smetham and Murray Stephen) will start their coach training Spring 2024. If anyone is interested in joining the team and would like to know more about what coaching involves, I'd love to hear from you!

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances have continued to decline over the past twelve months, with a drop in income not matched by the drop in expenditure.

Total receipts on ordinary Unrestricted Funds were £119,933 and are detailed in the Financial Statements. This represents a decrease in Unrestricted Income of approx. 16%. This includes a small decrease in covenanted donations and associated tax credits of 2% (2022 11%), a 43% decrease in one-off donations, a surplus from St John's and an increase in investment and other income.

The field next to the churchyard was let on an annual basis, and gross income of £1,000 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £5,617 from it is shown in these accounts.

£134,892 was spent to provide the Christian ministry from Holy Trinity Church, a decrease of approx. 7%. The main item, 61% of total expenditure, (last year 49%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals. The net surplus on the premises was £1,601, compared with net deficit of £461 in 2022.

The net result for the year was an excess of expenditure over income of £21,352, £6,393 of this arising from the reclassification of income from the Westcott Magazine as Restricted, leaving a "working" deficit of £14,959 (2022 deficit £3,026). The balances carried forward at 31st December for Unrestricted Funds totalled £80,095 (2021 £101,447).

In addition the PCC has £34,149 in Funds Designated for improvements to the Church fabric and other work, which includes £31,417 in fixed assets, leaving £1,732 cash available. (2022 £44,335). The sale of the pews contributed £1,000 towards this Fund.

Looking forward to 2024, work is needed on the building following the Quinquennial review, and Gas and Electricity costs have increased substantially following the end of a fixed rate contract. If donations continue to fall it will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted Funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £80,095 on Unrestricted Funds at the year-end exceeds this target.

The balance of £250,636 in the Restricted Funds represents £4,640 in the General Support Fund, £7,336 for Youth Work, £217,224 net cost of St John's, £1,640 grant for the churchyard at St Johns, £3,631 for work on St John's building, £1,421 received for the Peace Garden, £3,388 relating to the Touche Fund, and £11,356 in the Magazine Fund. Investments held in the Building Development Fund for future work on the church building were sold during the year to fund the new kitchen.

It is our policy to invest our Restricted and Unrestricted Funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

FABRIC – Mark Shakespeare and Nicola Smetham, Churchwardens

Alongside regular maintenance items (such as electrical and fire safety checks), we continue to steward and safeguard the fabric of the HTW church buildings and graveyards.

- The new flexible seating arrived and transformed the main body of the church building into a lighter more user-friendly space. A developing annual programme of concerts and village events is beginning to take form, creating fuller utilisation of the church throughout the week by all members of the community.
- 2023 saw the successful completion of the kitchen, a much anticipated part of the re-ordering works. It was quickly put into action with Westfestivity being held in the church and facilitating Jon and Mum catering at the event. Many thanks to Jan Way and Paul Goddard for their work on this project.
- You will recall our new boiler was fitted in 2022, in the nick of time, with the increased energy costs we've faced in 2023. Its efficiency has certainly contributed to minimising bills.
- The new memorial garden in the overflow graveyard is now established.

We are also grateful to the many volunteers who help us in so many ways, and in particular to Louise Scillitoe-Brown and Murray Stephen, for taking on responsibility for the Church Building and Churchyards respectively. (Louise's more detailed report follows.) We'd also like to thank Sarah Massey our hard working parish administrator and Kate Fairbass, our communications person. Maria Hebberd our cleaning 'angel' who keeps the church neat and tidy for us and notifies us of much besides. We are very grateful to the entire team.

BUILDINGS AND MAINTENANCE – Louise Scillitoe-brown

Stonework:

In summary progress has been slow. Stonemasons are an elusive trade, difficult to find and slow to quote for works. We have now called upon the resources of Church House and further contacts have been received, who are now in the process of quoting for Quinquennial 'essential' works.

The two stonework quotes received so far (C.Anstey + new stonemason) for repairs are vastly different, in both the work suggested to fix the issues and the price. The former has identified some potentially serious movement in the eastern gable, and we have been advised to find a structural engineer to review. An email has been sent to Chris from Taylor Williams Daley (Chris is a structural surveyor and was involved in the Quinquennial inspection), to see if he is able to, or interested in advising.

Lightning Conductor:

The on-going issue with the lightning conductor has yet to be resolved. We have now invited other contractors to look into this and asked each for onsite inspections and their evaluations. Using the scheme suggested by Mike Smith of MDS (HTW's usual lightning rod tester and installer) as a starting point, quotes were requested from four specialists on the Diocese list. Two have responded so far and new reports are awaited, before working out what action should be taken.

Grants:

Until comparable quotes have been received for the necessary works we cannot proceed with grant funding. We can however look at compiling a maintenance plan, often a requirement of funding bodies in the application process.

ST JOHN'S COMMUNITY CENTRE – Jon Mears, Manager

Initiatives

Westcott Community Garden:

Thriving as it moves into its second year, with strong volunteer attendance, successful events – Soup and Poetry evening, and a bountiful harvest of fruit and vegetables. This initiative has clearly resonated within the community.

Westcott Community Larder:

In partnership with Mid Surrey Community Fridges, the larder diverts food waste and serves 20-30 people each week with the help of dedicated volunteers.

Jon and Mum Groceries / Westcott Village Hub:

This transitioning not-for-profit enterprise is developing well. The addition of a cafe and home-cooked meals, summer BBQs, and support for various community groups indicate the shop's evolving role as a community centre. The shop has also provided an outlet for goods made by start-up village businesses including a Pottery, an Artist, a Beekeeper and our many wonderful village bakers!

Chapel Bookings:

Increased bookings from diverse groups (yoga, art, writing, recovery, etc.) demonstrate improved awareness and use of the space. The quarterly poetry night is a hit! For future consideration there is also interest in a cinema club, board gaming, and other events, suggesting further opportunities for community engagement.

Looking ahead additional funding will be needed for essential maintenance and to ensure St John's remains fit for purpose. Suggested items are carpet replacement in the Chapel with a more durable carpet for increased footfall. The Westcott Village Hub project and potential CIC status provide hope for securing additional funding and enabling the necessary renovations.

Increased awareness and utilisation of the space not only brings the possibilities of longer opening hours, and volunteer opportunities, but potentially offering support for individuals transitioning back into the workforce. As you will have read, all these opportunities involve the support of the community and volunteers, we have been supported well, but are still on the lookout for community minded locals to support ventures and opportunities. All of the above demonstrates the strong community spirit in Westcott and the growing role St. John's Chapel plays as a vital hub.

FLOWERS – Andrea Gabb, Co-ordinator

One of the biggest challenges for 2023 was the rising costs of fresh flowers. The wonderful flower arranging team at HTW have adapted and embraced working with a mix of fresh and silk flowers to ensure the displays in church are not diminished by the cost-of-living crisis.

My thanks to the Flower Team who immediately rose to the challenge bringing Christmas to HTW a month early (!), in mid-November, for the Westfestivity event. There were Christmas trees galore and the church looked wonderful - Christmassy and welcoming. So many wonderful comments were received from visitors confirming as much. Once Advent proper arrived Mark Seymour delivered and put up the huge and beautiful Christmas tree by the altar.

Our immense thanks to him once again. Many of the congregation commented on how lovely it was to have an extended Christmas decoration period in the church, (mid-Nov through to twelfth night).

Our rota is small, which means we all have to work extra hard, so anyone, ladies or gentlemen, who enjoy the tranquillity of our church and the peace and quiet to arrange flowers, is most welcome to join us. Flower arranging experience isn't necessary, and there is help at hand if you feel unsure about your skills. May I finally say, again and most importantly, my grateful thanks to those on the Flower Team who make all this happen, and who make our church look loved and cared for.

Westcott Vicarage

As this document is updated Tim Armstrong and the family have moved into Watson Road in the village in May 2024. The Diocese took the decision in late 2023 that development of the previous Vicarage site was beyond the time and resources required with their small in-house land management team. The plan moving forward is to sell to a developer and hand over control of the planning for the proposed development.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2023 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £64.27

Leatherhead Start £163.10

CMS £360

Crisis at Christmas £200

PAPUA PARTNERS – Naomi Sosa

Papua Partners remains a key mission partner and we raised a few thousand pounds to support their vital work through fundraisers and initiatives in 2023.

During 2023/23 Papua Partners worked in partnership with six organisations and two key networks in West Papua.

Yasumat (Social Foundation for Isolated Peoples); Yapelin (Social Foundation for the Evangelical Church of Indonesia – GIDI); Womens Department of the GIDI Church; Suu Bin Tedei (working with women affected by conflict); Yum Yaf Papua; Eruwok – Bokondini; Elisa Foundation; West Papuan Council of Churches; IWaTaLi Papua; West Papua Christian Youth Forum.

Changes in Papua Partners

During 2022/2023 we have gone through a significant shift in our organisational structure, shifting more control and management responsibility to West Papua. We initiated a formal partnership with our core local partner, iWaTaLi, who now functions as the local arm of Papua Partners. This year also saw the recruitment of a full-time Papua coordinator who will lead the iWaTaLi team and our programme of work and provide training and support to partners. A part time director in the UK provides overall management and technical support to the programs in West Papua as well as growing support for the charity and raising awareness of the issues facing West Papua in the UK and internationally.

During 2022/23 we focused our support on six main areas:

- Empowering Women
- Community Mobilisation
- Indigenous Leadership
- Peace Building
- Human Rights Documentation
- Environmental Stewardship

Some of the highlights of 2022/23

- Women leading in Business - In partnership with Melania Foundation in the Netherlands, Papua Partners were able to support two new small women led business cooperatives in Bokondini. Our partner, Eruwok, worked with women from 10 communities to set up a baking cooperative and a basic goods cooperative. An amazing example of women leading change and being the engine of growth in their communities.
- This year saw the continuation of the ending violence against women and girls programme in the town of Dekai, Yahukimo. Starting in January 2022, 10 community facilitators were trained and these facilitators are now leading small groups in their communities.
- Responding to the crisis of internally displaced communities - In February 2023 we started a new initiative 'Integrated Development for Internally Displaced Indigenous Communities in West Papua' which is funded by the JA Clark Trust. This programme is being led by iWaTaLi and is supporting communities displaced by land-based conflict, and natural disasters. The project has three main areas of work:
 - i) Building Strong Communities: Improving the livelihoods of 3 IDP communities through the establishment of green business, savings groups and improved management of the environment.
 - ii) Speaking Out: Equipping 30 youth and women leaders as Change Agents and network leaders to monitor, map, and document causes of displacement, raise awareness on climate change and the environment and advocate for change.
 - iii) Building Bridges: Creating opportunities for joint working and better relationships with host communities to ensure environmental sustainability and peace.

- Trauma Healing for communities in Star Mountains – We continue to partner with the Women’s Department of the GIDI church who have supported internally displaced people in the Star Mountains with trauma healing through story telling.
- Peacebuilding - iWaTaLi has been growing their important peacebuilding work and are active behind the scenes training activists in conflict areas, building connections and consensus, helping Papuan groups build non-violent movement for peace and justice. We have supported several small grants for activists to travel internationally to carry out advocacy on the ongoing situation in Papua.
- Paralegal and documentation Training - iWaTaLi initiated its training programme to equip youth leaders from conflict zones with skills for documenting human rights and environmental crimes, and start the process for some of them to become paralegals.
- Church and Community Transformation (CCT) – The CCT program continues to grow and is the core approach used by Yapelin, Yasumat and iWaTaLi to build the capacity and resilience of local communities to bring about positive lasting change. Together with partners the CCT program is working with 100 local congregations and currently impacting over 8,000 people. We work with a Papua wide network of CCT trainers and a Papua CCT leadership team which has representatives from all the partner organisations.
- This year we have continued to support and facilitate the advocacy work of the Papuan Council of Churches (WPCC) and the West Papuan Christian Youth Forum internationally.

Papua Partners is very grateful to the community and church in Westcott who continue to faithfully support us and enable this work to continue.

“ECO CHURCH” – Hannah Mayo

Activity has paused whilst Hannah completes her ordinand training.

However, our eco awareness is now a part of our ethos and discipleship, and very much embedded in our decision making as a church.

‘Forest Church’ will continue to run 4 times a year as an invaluable service in the All-Age church service calendar.

Jakki Phillips continues to forge close links with the community garden project which is now firmly established in the graveyard at St Johns.

In other news:

We came out of our fixed green energy (Good Energy) contract in September 2023 and changed green supplier, due to the rising cost of living crisis and no competitive rates being offered by the existing supplier. Our contract with green Octopus Energy comes up for renewal in August 2024 for both HTW and St Johns sites.

SURREY HILLS GROUP – Tim Armstrong

(Group of Churches formed 1.1.15:

Abinger & Coldharbour with Holmbury & Wotton; Westcott)

We continued to work closely in an informal but significant partnership with Abinger, Wotton, Coldharbour and North Holmwood, with our Open the Book team being drawn from across the churches and useful discussions taking place about youth work and provision in the coming years.

Parochial Church Council of Holy Trinity Church
STATEMENT OF FINANCIAL AFFAIRS
For the year ended 31st December 2023

	Note	Unrestricted Funds £	Designated Funds	Restricted Funds £	Endowm'nt Funds £	TOTAL 2023 £	TOTAL 2022
INCOMING RESOURCES							
Voluntary Income	2(a)	90,693	7,143	2,800	0	100,636	135,226
Activities for generating income	2(b)	13,838	1,000	13,568	0	28,406	23,719
Investment income	2(c)	6,617	0	507	0	7,124	4,873
Incoming resources from charitable activities	2(d)	4,123	0	0	0	4,123	10,183
Other incoming resources	2(e)	4,662	0	0	0	4,662	404
TOTAL INCOMING RESOURCES		119,933	8,143	16,875	0	144,951	174,405
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	119,444	15,838	24,583	0	159,865	184,799
Other resources expended	3(c)	15,448	3,491	0	0	18,939	10,990
Governance Costs		0	0	0	0	0	0
TOTAL RESOURCES EXPENDED		134,892	19,329	24,583	0	178,804	195,789
NET INCOMING RESOURCES		-14,959	-11,186	-7,708	0	-33,853	-21,384
Gains on investment assets							
- on revaluation	5(b)	0	0	607	5,359	5,966	-9,413
Transfers		-6,393	0	6,393	0	0	0
NET MOVEMENT IN FUNDS		-21,352	-11,186	-708	5,359	-27,887	-31,402
Balances b/f 1 Jan 2023		101,447	44,335	251,344	87,430	484,557	515,959
Balances c/f 31st December 2023		80,095	33,149	250,636	92,790	456,670	484,557

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2023

	Notes	£ Unrestricted Funds	£ Designated Funds	£ Restricted Funds	£ Endowment Funds	£ TOTAL 2023	TOTAL 2022
FIXED ASSETS							
Tangible	5(a)	5,989	31,417	217,224	0	254,630	227,253
Investments	5(b)	0	0	0	72,843	72,843	80,407
		5,989	31,417	217,224	72,843	327,473	307,660
CURRENT ASSETS							
Cash at bank and in hand	4(b)	29,412	1,732	11,835	0	42,979	59,740
Short term deposits	4(c)	47,087	0	22,056	19,947	89,090	118,473
Accounts receivable	6(a)	2,822	0	0	0	2,822	2,818
Prepayments	6(b)	990	0	0	0	990	336
		80,311	1,732	33,891	19,947	135,881	181,367
CURRENT LIABILITIES							
Creditors and Prepayments	7	6,205	0	479	0	6,684	4,470
NET CURRENT ASSETS		74,106	1,732	33,412	19,947	129,197	176,897
TOTAL NET ASSETS		80,095	33,149	250,636	92,790	456,670	484,557
PARISH FUNDS							
Unrestricted		80,095	0	0	0	80,095	101,447
Designated		0	33,149	0	0	33,149	44,335
Restricted	9(a)	0	0	250,636	0	250,636	251,344
Endowment	9(b)	0	0	0	92,790	92,790	87,431
		80,095	33,149	250,636	92,790	456,670	484,557

Approved by the Parochial Church Council on 20/1/2024 and signed on its behalf by The Rev Timothy S Armstrong (PCC Chairman)



Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	14,888	12,640
Social Security costs	0	0
Pension costs	234	445
Other benefits	0	0
Total	15,122	13,085

Number of employees 3 3

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2023

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2023	TOTAL 2022
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving - covenanted	60,349	0	820	0	61,169	63,138
Income tax recoverable	11,891	0	0	0	11,891	11,542
Listed Churches grant	0	3,705	0	0	3,705	4,734
Other giving	475	0	0	0	475	620
Sundry donations	11,519	0	0	0	11,519	25,530
Collections	1,659	0	0	0	1,659	1,392
Grants	4,800	3,200	1,200	0	9,200	7,550
Legacies	0	0	0	0	0	20,000
Donations for restricted purposes	0	238	780	0	1,018	720
	90,693	7,143	2,800	0	100,636	135,226
2(b) Activities for generating income						
St Johns	8,202	0	0	0	8,202	4,895
Floodlights	465	0	0	0	465	320
Mast rental	5,171	0	0	0	5,171	4,568
Parish magazine adverts	0	0	13,568	0	13,568	13,936
Sale of Pews	0	1,000	0	0	1,000	0
	13,838	1,000	13,568	0	28,406	23,719

NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2023

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. The Village Magazine account has been reclassified as Restricted, and an adjustment made to Reserves brought forward to reflect this.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross with the exception of fees for Marriages and Funerals, where the part of the fee due to Diocese is netted against the total fee received.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

2(c) Investment income

Dividends and interest	5,617	0	507	0	6,124	3,790
Church field rent	1,000	0	0	0	1,000	1,083
	6,617	0	507	0	7,124	4,873

2(d) Incoming resources from charitable activities

Church and churchyard fees	4,123	0	0	0	4,123	10,183
	4,123	0	0	0	4,123	10,183

2(e) Other incoming resources

Traidcraft	51	0	0	0	51	329
Bank errors	0	0	0	0	0	75
Weekend away	4,611	0	0	0	4,611	0
	4,662	0	0	0	4,662	404

Total Incoming resources	119,933	8,143	16,875	0	144,951	174,405
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3 RESOURCES EXPENDED**3(a) Costs of generating voluntary income**

	0	0	0	0	0	0
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3(b)Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills Primary	288	0	0	0	288	45
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Missions and church societies/organisations

Papua	0	0	0	0	0	720
Churches Together in Dorking	120	0	0	0	120	120
GS Fund	0	0	0	0	0	0

Ministry

Parish Share	83,370	0	0	0	83,370	82,145
Parish ministry	3,370	0	0	0	3,370	6,399
Parish office & secretarial	9,415	0	0	0	9,415	9,115
Vicar's expenses	286	0	0	0	286	0
Communications	1,796	3,392	0	0	5,188	4,836

Church running expenses

Utilities	4,383	0	0	0	4,383	2,334
Insurance	2,983	0	0	0	2,983	3,151
Cleaning	2,780	0	0	0	2,780	2,157
Altar	334	0	0	0	334	202
Organists	200	0	0	0	200	75
Minor repairs	2,300	12,446	14,198	0	28,944	53,372
Organ and piano repairs & maintenance	882	0	780	0	1,662	2,032
Expenditure on Parish Magazine	0	0	8,605	0	8,605	9,018
Professional services	1,014	0	0	0	1,014	1,536
Upkeep of Churchyard	4,299	0	1,000	0	5,299	6,295
Lay Training	1,624	0	0	0	1,624	1,155
Youth Work	0	0	0	0	0	94
	119,444	15,838	24,583	0	159,865	184,799

3(c) Other resources expended

St Johns costs	6,601	0	0	0	6,601	5,356
Traidcraft	7	0	0	0	7	611
Weekend away	4,800	0	0	0	4,800	0
Depreciation	4,040	3,491	0	0	7,531	5,023
	15,448	3,491	0	0	18,939	10,990

Total resources expended	134,892	19,329	24,583	0	178,804	195,789
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	2023	2022
4(b) Cash at bank and in hand		
Barclays Current account	27,760	47,969
Curacy House Trust current account	50	50
Traidcraft account	0	212
Magazine account	11,356	11,224
Co-Op current account	3,813	285
Total	42,979	59,740
4(c) Short term deposits		
C of E Deposit Fund	52,041	84,361
Curacy House deposit account	17,102	14,165
Curacy House Trust C of E Deposit Fund	19,947	19,947
	89,090	118,473
Total	132,069	178,213

5 FIXED ASSETS

5(a) Tangible		St Johns Equipment	Freehold Land and Buildings £	Church Equipment £	Total
	At 1 January 2023	12,123	217,224	40,398	269,745
	Additions at cost	0	0	34,908	34,908
	At 31st December 2023	12,123	217,224	75,306	304,653
Depreciation	At 1 January 2023	12,123	0	30,369	42,492
	Charge for the year	0	0	7,531	7,531
	At 31st December 2023	12,123	0	37,900	50,023
Net		0	217,224	37,406	254,630

5(b) Investments

Restricted Fund

value 1/1/23	CBF Investment Fund Income Shares	12,923	14,229
Purchased in year		194	378
Market value adjustment		607	-1,684
Sale		-13,724	0
		0	12,923

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche			
Bequest at 1/1/22		9,432	10,908
Market value adjustment		562	-1,476
At 31st December 2023		9,994	9,432

9750 Ordinary Shares Mercantile Investment Trust -		18,720	26,179
Curacy House Trust		2,876	-7,459
Market value adjustment		<u>21,596</u>	<u>18,720</u>
At 31st December 2023			
13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund -		39,332	38,731
Curacy House Trust		1,921	601
Market value adjustment		<u>41,253</u>	<u>39,332</u>
At 31st December 2023			
Total Endowment Fund		72,843	67,484
Total Investments		72,843	80,407
6(a) Accounts receivable (unrestricted)			
Tax recoverable		2,822	2,818
6(b) Prepayments (unrestricted)			
St John's insurance		365	335
Octopus Energy		88	0
Bullimores wage account		<u>537</u>	<u>1</u>
		990	336
Liabilities			
7. Sundry creditors amounts falling due in one year			
unrestricted funds			
Prepayments - Orange		3,508	2,665
Field rent		750	750
Floodlights		0	75
Other creditors - Utilities HT		1,091	162
St John's		578	208
Church expenses		278	0
Traidcraft loan		<u>0</u>	<u>50</u>
		6,205	3,910
restricted funds			
Outward Giving		479	560

9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St John's Peace Garden Fund, the Building Development Fund, the Magazine Fund, the Organ Fund and the Touche Fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust assets is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Magazine	Organ fund	Total 2023
balance 1/1/23	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344
incoming resources	0	820	1,200	0	216	898	13,568	780	17,482
Transfers	0	0	2,355	-2,355	0	0	6,393	0	6,393
resources expended	0	0	-1,000	0	0	-14,198	-8,605	-780	-24,583
balance 31/12/23	4,640	7,336	222,495	1,421	3,388	0	11,356	0	250,636

Represented by:

Tangible fixed assets	0	0	217,224	0	0	0	0	0	217,224
Investments	0	0	0	0	0	0	0	0	0
Churchyard grant cash at bank	0	0	1,640	0	0	0	0	0	1,640
Main Fund Cash at bank	4,640	7,336	3,631	1,421	3,388	0	11,356	0	31,772
	4,640	7,336	222,495	1,421	3,388	0	11,356	0	250,636

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2023
Opening Balance 1/1/23	9,432	77,999	87,431
increase in value of value of investments	562	4,797	5,359
balance 31/12/23	9,994	82,796	92,790

Represented by

Investments	9,994	62,849	72,843
Short term deposits	0	19,947	19,947
	9,994	82,796	92,790

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2023 which are set out on pages 17 to 24

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Andrews BSc MBA FCA
Northacre
Deerleap Road
Westcott
RH4 3LD


15 May 2024

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

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D R Andrews BSc MBA FCA
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15 May 2024

Accounts



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

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2022 until the date this report was approved (unless noted otherwise) are:

Chairman, Ex-officio: The Rev'd Peter Nevins, Area Dean, until 8th September 2022.
The Rev'd Tim Armstrong, Incumbent. Licenced to the Parish, 8th September 2022.

Wardens: Simon Mabley: Elected 10.5.15 at special meeting of the Church Electoral
Roll and again at APCM 17.4.16, 30.4.17, 22.4.18, 7.4.19, 11.10.20, 23.5.21, 15.5.22.
Libby Witt: Elected at APCM 15.5.22

Representatives on the Deanery Synod:

Lisa Brady Elected at APCM, 11.10.20 for three years.
Glynis Cranefield Elected at APCM 11.10.20 for three years.

Elected members:

Kay Meldrum, Treasurer	First elected for three years at 2009 APCM, then for three years every third APCM, up to and including 23.5.21.
Jan Way, Secretary	Co-opted at PCC meeting 8.5.17. Elected 22.4.18. for three years and again 23.5.21.
Mark Shakespeare	Co-opted at PCC meeting 8.5.17, Elected 23.05.21 for three years.
Malcolm Bradley	Elected 11.10.20. for three years
Hannah Mayo	Elected 11.10.20. for three years
Richard Packer	Elected 11.10.20. for three years
Murray Stephen	Elected 11.10.20 for three years
Libby Witt	Co-opted at PCC meeting 18.1.22.

Structure, governance and management

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.

Objectives and Activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 185 parishioners on the Church Electoral Roll (2021 – 185). The average weekly attendance on a “normal Sunday” was 72 – comprising 70 adults and 2 children (2021 figures: 72; 70 adults and 2 children).

The “worshipping community” (ie attend worship at least monthly) is 104 (2021 – 104) - adults, children in congregational worship/ activities, plus home communions, plus monthly services taken at Bramley House and Westcott House.

Review of the year

The full PCC met five times during the year. Committees met between meetings and any matters arising were referred to the PCC as necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Helen Hughes the DBS Validator for this period.

Activities

a) *Safeguarding incidents*

There have been no safeguarding incidents during the period from January 2022 to December 2022.

b) *New policies and procedures*

No new policies have been issued by the Diocese.

The Safeguarding officer continues to monitor the Safeguarding Parish Dashboard - an online platform that outlines what the duties and responsibilities of each Parish regarding safeguarding, covering training, adoption of policies, activities etc. There are numerous levels as you move through the platform. As of December 2022 Holy Trinity was on Level 3, having completed tasks in the year to move from Level 2. Outstanding items at present include:

- Ensuring all involved in any leadership (this would include lay preachers, church wardens) attend the safeguarding leadership course
- Reviewing minor policies with the PCC which will be done at the next meeting.

c) *Training*

Members of the church have been diligent in undertaking safeguarding training for roles and I am very aware that everyone is a volunteer and therefore that training can be an additional burden placed upon us by the Diocese. Much of the basic training can now be undertaken online which helps. Currently our PCC and members of the church who are involved with children and vulnerable adults have the correct level of training. Some church members are required to undertake leadership.

d) *DBS validations*

It is important to note that key roles in the church require an enhanced DBS, specifically when the role involves work with children, young people and vulnerable adults. Equally DBS status lasts three years so renewals are required. However there is now an update system, free to volunteers where, once registered the DBS is automatically updated and the status of individuals can be checked. This saves a great deal of time and expense so it is really worth everyone who undertakes a DBS doing this. It is not possible to continue to work with children or vulnerable adults if a DBS has expired.

Helen Hughes looks after the DBS validations, which is not straightforward, and I am extremely grateful to her for doing this key role.

e) *Safeguarding meetings*

A safeguarding meeting was planned but cancelled due to ill health. This will be rearranged.

Conclusion

Safeguarding is now a standing item on the PCC agenda which is as it should be as it remains a key component of the church.

The Promoting a Safer Church guidance makes clear the safety and welfare of children and vulnerable adults within our church is the responsibility of everyone who participates in church life. The PCC sets the tone and example to all church members and is responsible for ensuring that we follow good safeguarding practice in all areas of church life. It is important that we embrace this responsibility fully.

GENERAL REVIEW OF THE YEAR – Rev'd Tim Armstrong, Vicar

Holy Trinity was in vacancy for two thirds of 2022, but thanks a large number of people the community continued to thrive. The whole congregation and wider community played a part in this, but special thanks must go to the Churchwardens, the PCC, the Vacancy Team, Rev'd Ian Hughes, Rev'd Virginia Smith, the Area Dean - Rev'd Peter Nevins, and the other churches and clergy in the Deanery – especially St Paul's who offered support throughout.

The search for a new vicar took place after consulting widely with the congregation and parish and the process led to the appointment of Rev'd Tim Armstrong who was licensed on September 8th 2022.

Tim's arrival coincided with most pandemic related restrictions coming to an end which allowed community and children's work to be restarted. Harvest, Advent, Christingle and Christmas all saw good engagement with the wider community.

DISCIPLESHIP

(Incorporates worship, prayer, teaching, outreach, pastoral care, growing vocations)

- Ellie Lister entered her final year as an Ordinand at St Mellitus College and Hannah Mayo began her first years training through Guildford Diocese Ordained Local Ministry course.
- Life Groups and Women's Group continued to thrive over 2022.
- The Pastoral Support group met and provided pastoral care throughout the year.
- Both the 8.30 and 10.15 services showed signs of growth with new people joining.
- The 10.15 service continued to be live streams via zoom with 10-15 people participating in worship this way each week, many of whom may otherwise not be able to attend.

FAMILIES, CHILDREN, YOUTH

The pandemic hit our families, children and youth work the hardest, but there were encouraging signs of engagement this year. The new Head Teacher of Surrey Hills School, Simon Coles, has been keen to collaborate with the church and we enjoyed welcoming the whole school to the church for services at Harvest and Christmas. Tim has started doing weekly assemblies and plans were made for Open the Book to begin at the school in the New Year. Tim is also involved with the chaplaincy at the Priory Secondary School.

Cookie Club restarted and is much appreciated by those who attend, as well as providing a great space for us to get to know those with young children in our community.

Christingle and the Crib Service saw lots of children joining us with their families in church and there was a general sense of momentum building. We planned to launch a monthly All Age Worship service in the New Year on the first Sunday of each month based on a similar format to the Christingle service.

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances have shown a decline over the past twelve months, largely due to the need to replace the gas boiler, but remain satisfactory, thanks to the generosity of its parishioners.

Total receipts on ordinary Unrestricted funds were £142,912 and are detailed in the Financial Statements. This represents an increase in Unrestricted income of just under 3%. This is made up of a continued decrease in covenanted donations of 11% (2021 4%), an increase in one-off donations, and a substantial increase in investment and other income.

The field next to the churchyard was let on an annual basis, and gross income of £1,083 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £4,568 from it is shown in these accounts.

£166,460 was spent to provide the Christian ministry from Holy Trinity Church, an increase of approx. 25%. The bulk of this increase was replacement of the elderly gas boiler. The main item, 49% of total expenditure and 57% of expenditure excluding the boiler, (last year 62%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals. The net deficit on the premises was £461, compared with net deficit of £1,632 in 2021.

The net result for the year was an excess of expenditure over income of £23,131. £20,105 of this was the net cost of the replacement of the gas boiler, leaving a "working" deficit of £3,026 (2021 net surplus £4,576). The balances carried forward at 31st December for Unrestricted funds totalled £101,447 (2021 £124,578).

In addition the PCC has £44,335 in Funds Designated for improvements to the Church fabric and other work. (2021 £43,457). A generous legacy was received towards the reorganisation of the internal space in the church. Work on installing a disabled toilet was completed during the year using funds from another legacy held in the Designated account.

Looking forward to 2023, work is needed on the building following the Quinquennial review. If donations continue to fall it will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £101,447 on Unrestricted funds at the year-end exceeds this target.

The balance of £251,344 in the Restricted funds represents £4,640 in the General Support Fund, £6,516 for Youth Work, £217,235 net cost of St John's, £1,265 for

future extension work at St John's, £1,440 grant for the churchyard at St Johns, £3,776 received for the Peace Garden, £3,172 relating to the Touche Fund, £12,923 in income producing investments, and £377 towards future work on the church building.

It is our policy to invest our Restricted and Unrestricted funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

Fabric – Simon Mabley, Churchwarden

Alongside regular maintenance items (such as electrical and fire safety checks), we had our five yearly inspection (Quinquennial). I am very grateful to Louise Scillitoe-Brown for overseeing both this and the work arising.

We have also continued to move forward improvements to the church building and land.

- We are delighted to have completed an Accessible Toilet – a much overdue provision for visitors and congregation. We are very grateful for the generous legacy from Godfrey Parry-Jones, and project management skills of Paul Goddard, that made this possible.
- We have faculty approval for a kitchen in the old vestry and are close to starting work on installation.
- A new Garden of Remembrance has been introduced in the extension graveyard, and a number of interments of ashes have already taken place.
- A new boiler was installed in the summer, bringing us welcome gas savings over the winter months. Many thanks to Mark Seymour for his project management of this.
- Following the PCC decision to make the removal of the pews permanent (and to modify the floor to make the main body of the church more flexible, welcoming and accessible) extensive consultation with statutory & heritage bodies happened throughout the year. There are no formal objections from any party, and we await the Chancellor's decision on faculty approval.

The Diocese (who own and are responsible for the old vicarage) continue to work on the development of the site, with the ultimate ambition of delivering a new vicarage plus additional housing. At the time of writing they advise that planning permission has been approved, and Savills have been appointed to market the site and select a Developer.

Flowers – Andrea Gabb, Co-ordinator

Flower arranging has gone ahead as usual, with special displays for Easter in 2022, the arrival of our new vicar in September 2022, and then an all-out vegetable and fruit display for harvest festival which was fun to do, and we were grateful for the temporary loan of vegetables from Ian Hughes from his allotment, and also from the team themselves, who ransacked their veg shelves and fridges to give us a lovely display for the Sunday of Harvest Festival.

Once again this year we did Christmas Trees in the windows at Christmas. We hope next year to include some garlands as well, as we have them in the cupboards in the upstairs vestry.

Planning ahead, we are looking again at how to provide a lovely and changing display of flowers by the altar. It's becoming more difficult to ask people to provide flowers every two weeks at their own costs, particularly since flowers seem to be travelling so many miles to get to us these days adding to the cost. We are relying on a mix of silk flowers (and we have been slowly adding to the collection) and fresh greenery. This seems to work quite well. There's some pressure to abandon Oasis flower foam, because of plastic Microparticles, so this year we will be looking into alternatives as part of our Eco Church involvement.

We are always looking for people to come and help on the rota, so if you think you might enjoy creating a display, and would like to practise, then we are the team to join! Don't think you aren't good enough - you soon will be!

Special thanks to the amazing team of Sheena Salmon, Sue Bax, Suzie Moore, Ralph Sutton, Pat Avis, Lyn Malins, Jan Way, Carol Smetham, Elizabeth Crook, Helen Chappell and Helen Bennett for your hard work this year, and to Mark Seymour for heroic efforts for a brilliant but gigantic Christmas tree. Normally he doesn't have to cut them down, but this time he did!!

ST JOHN'S COMMUNITY CENTRE

St John's continued to return to life, although rentals are not yet back to their pre-pandemic levels. Tony Astor has done an amazing job of overseeing St John's through these challenging times and we are extremely grateful to him. Regular users include yoga, cookie club and the writing workshop but there is more capacity going forward. Jon & Mum Groceries, the pop up shop which began as a delivery service during the pandemic, has continued to grow and has become a real hub for the local community. Going forward we want to work closely with Jon Mears who runs it, to work out how St John's can become more of a community hub.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2022 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £145

The Bishop of Guildford's Foundation £90

Leatherhead Start £31

CMS £360

Papua Partners £720

'Transforming Lives for Good' (TLG) – Libby Witt, Holy Trinity Westcott's TLG Coordinator

In the past year, Holy Trinity has continued partnering with 'Transforming Lives for Good' (TLG) and Surrey Hills All Saints School to run an Early Intervention programme with children from the school. TLG is a Christian charity which partners with local churches to give emotional support to vulnerable children and young people through a year-long coaching programme, designed to help the child make the very best of their time in education.

Once things returned to some normality at Surrey Hills All Saints last year after the Covid pandemic, we were able to resume coaching in person. In the last year, volunteer coaches from Holy Trinity have coached 4 children under the programme: Karen Ratzke completed her first year in the summer of 2022 and started coaching another child in November; Lisa Brady started coaching in May 2022 and Libby Witt started in November 2022. We now have a good working relationship with our School Key Contact and recently underwent our annual review with our TLG Regional Coordinator. TLG continue to be a huge support to our coaching team: providing resources, training and encouragement through termly online regional forum meetings, and contact with our Regional Coordinator. We were also delighted to welcome a guest preacher from TLG, Adeola Oludemi, to TLG Sunday in June 2022.

The school have indicated that they could accommodate a couple more coaching sessions each week if we had coaches available. If anyone would like to know more about what coaching involves, I'd love to hear from you!

DORKING DEANERY SYNOD

Nothing to add to last year's report.

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31st December 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowm'nt Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES							
Voluntary Income	2(a)	104,383	27,963	2,880	0	135,226	145,496
Activities for generating income	2(b)	23,719	0	0	0	23,719	21,203
Investment income	2(c)	4,223	0	650	0	4,873	3,459
Incoming resources from charitable activities	2(d)	10,183	0	0	0	10,183	2,231
Other incoming resources	2(e)	404	0	0	0	404	1,112
TOTAL INCOMING RESOURCES		142,912	27,963	3,530	0	174,405	173,501
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	156,453	26,668	1,678	0	184,799	148,343
Other resources expended	3(c)	10,007	0	983	0	10,990	22,648
TOTAL RESOURCES EXPENDED		166,460	26,668	2,661	0	195,789	170,991
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES							
		-23,548	1,295	869	0	-21,384	2,509
Gains/Loss on investment assets							
- on revaluation	5(b)	0	0	-1,684	-8,334	-9,413	6,846
Transfers		417	-417	0	0	0	0
NET MOVEMENT IN FUNDS		-23,131	878	-815	-8,334	-31,402	9,356
Balances b/f 1 Jan 2022		124,578	43,457	252,159	95,765	515,959	506,603
Balances c/f 31st December 2022		101,447	44,335	251,344	87,431	484,557	515,959

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2022

	Notes	£ Unrestricted Funds	£ Restricted Funds	Designated Funds	£ Endowment Funds	£ TOTAL 2022	TOTAL 2021
FIXED ASSETS							
Tangible	5(a)	10,029	217,224	0	0	227,253	230,784
Investments	5(b)	0	12,923	0	67,484	80,407	90,047
		10,029	230,147	0	67,484	307,660	320,831
CURRENT ASSETS							
Cash at bank and in hand	4(b)	25,857	560	33,323	0	59,740	50,665
Short term deposits	4(c)	66,317	21,197	11,012	19,947	118,473	145,332
Accounts receivable	6(a)	2,818	0	0	0	2,818	3,903
Prepayments	6(b)	336	0	0	0	336	648
		95,328	21,757	44,335	19,947	181,367	200,548
CURRENT LIABILITIES							
Creditors and Prepayments	7	3,910	560	0	0	4,470	5,420
NET CURRENT ASSETS		91,418	21,197	44,335	19,947	176,897	195,128
TOTAL NET ASSETS		101,447	251,344	44,335	87,431	484,557	515,959
PARISH FUNDS							
Unrestricted		101,447	0	0	0	101,447	124,578
Designated		0	0	44,335		44,335	43,457
Restricted	9(a)	0	251,344	0	0	251,344	252,159
Endowment	9(b)	0	0	0	87,431	87,431	95,765
		101,447	251,344	44,335	87,431	484,557	515,959

Approved by the Parochial Church Council on 8th February 2023 and signed on their behalf by

The Rev. Timothy Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2022

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011. Also, capital additions to consecrated property are written off in the year of expenditure.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	12,640	10,876
Social Security costs	0	0
Pension costs	445	787
Other benefits	0	0
Total	13,085	11,663

Number of employees 3 4

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPf for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2022	TOTAL 2021
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving - covenanted	61,978	1,160	0	0	63,138	71,025
Income tax recoverable	11,542	0	0	0	11,542	14,435
Listed Churches grant	4,021	0	713	0	4,734	1,537
Other giving	620	0	0	0	620	3,072
Sundry donations	20,530	0	5,000	0	25,530	31,124
Collections	1,392	0	0	0	1,392	238
Grants	4,300	1,000	2,250	0	7,550	5,300
Furlough grants	0	0	0	0	0	3,755
Legacies	0	0	20,000	0	20,000	1,500
Donations for restricted purposes	0	720	0	0	720	13,510
	104,383	2,880	27,963	0	135,226	145,496
2(b) Activities for generating income						
St Johns	4,895	0	0	0	4,895	3,067
Floodlights	320	0	0	0	320	390
Mast rental	4,568	0	0	0	4,568	4,382
Parish magazine adverts	13,936	0	0	0	13,936	13,364
	23,719	0	0	0	23,719	21,203
2(c) Investment income						
Dividends and interest	3,140	650	0	0	3,790	2,459
Church field rent	1,083	0	0	0	1,083	1,000
	4,223	650	0	0	4,873	3,459
2(d) Incoming resources from charitable activities						
Church and churchyard fees	10,183	0	0	0	10,183	2,231
	10,183	0	0	0	10,183	2,231
2(e) Other incoming resources						
Traidcraft	329	0	0	0	329	1,112
Bank errors	75	0	0	0	75	0
	404	0	0	0	404	1,112
Total Incoming resources	142,912	3,530	27,963	0	174,405	173,501

3 RESOURCES EXPENDED

3(a) Costs of generating voluntary income

Cost of stewardship envelopes	0	0	0	0	0	0
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills primary	45	0	0	0	45	107
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Missions and church societies/organisations

Papua	720	0	0	0	720	412
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Churches Together in

Dorking	120	0	0	0	120	120
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GS Fund	0	0	0	0	0	4,204
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Parish Share	82,145	0	0	0	82,145	82,639
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Parish ministry	6,399	0	0	0	6,399	3,275
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Parish office & secretarial	9,113	0	0	0	9,113	9,014
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Vicar's expenses	0	0	0	0	0	696
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Assistant staff

Communications	3,150	78	1,608	0	4,836	2,420
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Family worker	0	0	0	0	0	5,007
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Church running expenses

Utilities	2,334	0	0	0	2,334	3,758
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Insurance	3,151	0	0	0	3,151	2,748
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Cleaning	2,157	0	0	0	2,157	2,463
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Altar	202	0	0	0	202	69
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Organists	75	0	0	0	75	150
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Minor repairs	28,312	0	25,060	0	53,372	15,307
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Organ and piano repairs & maintenance	1,432	0	600	0	2,032	990
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Expenditure on Parish magazine	9,018	0	0	0	9,018	7,322
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Professional services	1,536	0	0	0	1,536	1,398
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Upkeep of Churchyard	5,295	1,000	0	0	6,295	6,244
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Lay Training	1,155	0	0	0	1,155	0
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Youth Work	94	0	0	0	94	0
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156,453	1,678	26,668	0	184,799	148,343
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3(c) Other resources expended

St Johns costs	5,356	0	0	0	5,356	4,699
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Traidcraft	611	0	0	0	611	877
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Other	0	0	0	0	0	14,462
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Depreciation	4,040	983	0	0	5,023	2,610
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10,007	983	0	0	10,990	22,648
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Total resources expended

166,460	2,661	26,668	0	195,789	170,991
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4(b) Cash at bank and in hand

Current account	2022	2021
	47,969	38,478

Curacy House Trust current account	50	50
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Traidcraft account	212	407
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Magazine account	11,224	11,190
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Cash in hand	285	540
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Total	59,740	50,665
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4(c) Short term deposits

C of E Deposit Fund	84,361	113,192
Curacy House deposit account	14,165	12,193
Curacy House Trust C of E Deposit Fund	19,947	19,947
	118,473	145,332
Total	178,213	195,997

5 FIXED ASSETS

5(a) Tangible		St Johns	Freehold	Church		
		Equipment	Land and Buildings £	Equipment £		
	At 1 January 2022	12,123	217,224	38,906	268,253	254,279
	Additions at cost	0	0	1,492	1,492	13,974
	At 31st December 2022	12,123	217,224	40,398	269,745	268,253
Depreciation	At 1 January 2022	11,140	0	26,329	37,469	34,859
	Charge for the year	983	0	4,040	5,023	2,610
	At 31st December 2022	12,123	0	30,369	42,492	37,469
Net		0	217,224	10,029	227,253	230,784

5(b) Investments**Restricted Fund**

value 1/1/22	CBF Investment Fund Income Shares	14,229	12,109
Purchased in year		378	356
Market value adjustment		-1,684	1,764
625.94 shares at 31st December 2022		12,923	14,229

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche	10,908	11,678
Bequest at 1/1/22	-1,476	-770
Market value adjustment	9,432	10,908
At 31st December 2022		
9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	26,179	24,131
Market value adjustment	-7,459	2,048
At 31st December 2022	18,720	26,179

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	38,731	34,927
Market value adjustment	601	3,804
At 31st December 2022	39,332	38,731

Total Endowment Fund	67,484	75,818
Total Investments	80,407	90,047

6(a) Accounts receivable (unrestricted)

Tax recoverable	2,818	3,903
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6(b) Prepayments (unrestricted)

St Johns insurance	335	300
Bullimores wage account	1	348
	336	648

Liabilities**7. Sundry creditors amounts falling due in one year**

Unrestricted funds

Prepayments - Orange	2,665	2,665
-field rent	750	833
Floodlights	75	100
Other creditors - utilities HT	162	533
St Johns	208	452
church expenses	0	294
Traidcraft loan	50	50
	3,910	4,927

restricted funds	Outward giving	560	493
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9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St Johns Peace Garden Fund, St Johns Peace Garden Fund, the Touche Fund, the Building Development Fund, the Communications Fund, and the Organ fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust assets is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Organ fund	Total 2022
balance 1/1/22	4,520	5,356	220,923	3,776	2,900	14,606	78	0	252,159
incoming resources	120	1,160	1,000	0	272	378	0	600	3,530
Transfers	0	0	0	0	0	0	0	0	0
resources expended	0	0	1,983	0	0	1,684	78	600	4,345
balance 31/12/22	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

Represented by:

Tangible fixed assets	0	0	217,224	0	0	0	0	0	217,224
Investments	0	0	0	0	0	12,923	0	0	12,923
Bullimores wage account	0	0	0	0	0	0	0	0	0
Building Extension cash at bank	0	0	1,264	0	0	0	0	0	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	0	1,440
Main Fund Cash at bank	4,640	6,516	12	3,776	3,172	377	0	0	18,493
	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2022	2021
Opening Balance 1/1/22	10,908	84,857	95,765	90,683
increase in value of investments	-1,476	-6,858	-8,334	5,082
balance 31/12/22	9,432	77,999	87,431	95,765

Represented by

Investments	9,432	58,052	67,484	75,818
Short term deposits	0	19,947	19,947	19,947
	9,432	77,999	87,431	94,765

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2022 which are set out on pages 9 to 16 .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Andrews BSc MBA FCA
Northacre
Deerleap Road
Westcott
Surrey
RH4 3LD


16 April 2023

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31st December 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowm'nt Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES							
Voluntary Income	2(a)	104,383	27,963	2,880	0	135,226	145,496
Activities for generating income	2(b)	23,719	0	0	0	23,719	21,203
Investment income	2(c)	4,223	0	650	0	4,873	3,459
Incoming resources from charitable activities	2(d)	10,183	0	0	0	10,183	2,231
Other incoming resources	2(e)	404	0	0	0	404	1,112
TOTAL INCOMING RESOURCES		142,912	27,963	3,530	0	174,405	173,501
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	156,453	26,668	1,678	0	184,799	148,343
Other resources expended	3(c)	10,007	0	983	0	10,990	22,648
TOTAL RESOURCES EXPENDED		166,460	26,668	2,661	0	195,789	170,991
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES							
		-23,548	1,295	869	0	-21,384	2,509
Gains/Loss on investment assets							
- on revaluation	5(b)	0	0	-1,684	-8,334	-9,413	6,846
Transfers		417	-417	0	0	0	0
NET MOVEMENT IN FUNDS		-23,131	878	-815	-8,334	-31,402	9,356
Balances b/f 1 Jan 2022		124,578	43,457	252,159	95,765	515,959	506,603
Balances c/f 31st December 2022		101,447	44,335	251,344	87,431	484,557	515,959

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2022

	Notes	£ Unrestricted Funds	£ Restricted Funds	Designated Funds	£ Endowment Funds	£ TOTAL 2022	TOTAL 2021
FIXED ASSETS							
Tangible	5(a)	10,029	217,224	0	0	227,253	230,784
Investments	5(b)	0	12,923	0	67,484	80,407	90,047
		10,029	230,147	0	67,484	307,660	320,831
CURRENT ASSETS							
Cash at bank and in hand	4(b)	25,857	560	33,323	0	59,740	50,665
Short term deposits	4(c)	66,317	21,197	11,012	19,947	118,473	145,332
Accounts receivable	6(a)	2,818	0	0	0	2,818	3,903
Prepayments	6(b)	336	0	0	0	336	648
		95,328	21,757	44,335	19,947	181,367	200,548
CURRENT LIABILITIES							
Creditors and Prepayments	7	3,910	560	0	0	4,470	5,420
NET CURRENT ASSETS		91,418	21,197	44,335	19,947	176,897	195,128
TOTAL NET ASSETS		101,447	251,344	44,335	87,431	484,557	515,959
PARISH FUNDS							
Unrestricted		101,447	0	0	0	101,447	124,578
Designated		0	0	44,335		44,335	43,457
Restricted	9(a)	0	251,344	0	0	251,344	252,159
Endowment	9(b)	0	0	0	87,431	87,431	95,765
		101,447	251,344	44,335	87,431	484,557	515,959

Approved by the Parochial Church Council on 8th February 2023 and signed on their behalf by

The Rev. Timothy Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2022

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011. Also, capital additions to consecrated property are written off in the year of expenditure.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	12,640	10,876
Social Security costs	0	0
Pension costs	445	787
Other benefits	0	0
Total	13,085	11,663

Number of employees 3 4

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPf for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2022	TOTAL 2021
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving - covenanted	61,978	1,160	0	0	63,138	71,025
Income tax recoverable	11,542	0	0	0	11,542	14,435
Listed Churches grant	4,021	0	713	0	4,734	1,537
Other giving	620	0	0	0	620	3,072
Sundry donations	20,530	0	5,000	0	25,530	31,124
Collections	1,392	0	0	0	1,392	238
Grants	4,300	1,000	2,250	0	7,550	5,300
Furlough grants	0	0	0	0	0	3,755
Legacies	0	0	20,000	0	20,000	1,500
Donations for restricted purposes	0	720	0	0	720	13,510
	104,383	2,880	27,963	0	135,226	145,496
2(b) Activities for generating income						
St Johns	4,895	0	0	0	4,895	3,067
Floodlights	320	0	0	0	320	390
Mast rental	4,568	0	0	0	4,568	4,382
Parish magazine adverts	13,936	0	0	0	13,936	13,364
	23,719	0	0	0	23,719	21,203
2(c) Investment income						
Dividends and interest	3,140	650	0	0	3,790	2,459
Church field rent	1,083	0	0	0	1,083	1,000
	4,223	650	0	0	4,873	3,459
2(d) Incoming resources from charitable activities						
Church and churchyard fees	10,183	0	0	0	10,183	2,231
	10,183	0	0	0	10,183	2,231
2(e) Other incoming resources						
Traidcraft	329	0	0	0	329	1,112
Bank errors	75	0	0	0	75	0
	404	0	0	0	404	1,112
Total Incoming resources	142,912	3,530	27,963	0	174,405	173,501

3 RESOURCES EXPENDED

3(a) Costs of generating voluntary income

Cost of stewardship envelopes	0	0	0	0	0	0
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills primary	45	0	0	0	45	107
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Missions and church societies/organisations

Papua	720	0	0	0	720	412
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Churches Together in

Dorking	120	0	0	0	120	120
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GS Fund	0	0	0	0	0	4,204
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Parish Share	82,145	0	0	0	82,145	82,639
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Parish ministry	6,399	0	0	0	6,399	3,275
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Parish office & secretarial	9,113	0	0	0	9,113	9,014
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Vicar's expenses	0	0	0	0	0	696
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Assistant staff

Communications	3,150	78	1,608	0	4,836	2,420
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Family worker	0	0	0	0	0	5,007
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Church running expenses

Utilities	2,334	0	0	0	2,334	3,758
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Insurance	3,151	0	0	0	3,151	2,748
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Cleaning	2,157	0	0	0	2,157	2,463
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Altar	202	0	0	0	202	69
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Organists	75	0	0	0	75	150
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Minor repairs	28,312	0	25,060	0	53,372	15,307
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Organ and piano repairs & maintenance	1,432	0	600	0	2,032	990
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Expenditure on Parish magazine	9,018	0	0	0	9,018	7,322
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Professional services	1,536	0	0	0	1,536	1,398
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Upkeep of Churchyard	5,295	1,000	0	0	6,295	6,244
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Lay Training	1,155	0	0	0	1,155	0
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Youth Work	94	0	0	0	94	0
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156,453	1,678	26,668	0	184,799	148,343
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3(c) Other resources expended

St Johns costs	5,356	0	0	0	5,356	4,699
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Traidcraft	611	0	0	0	611	877
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Other	0	0	0	0	0	14,462
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Depreciation	4,040	983	0	0	5,023	2,610
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10,007	983	0	0	10,990	22,648
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Total resources expended	166,460	2,661	26,668	0	195,789	170,991
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4(b) Cash at bank and in hand

	2022	2021
Current account	47,969	38,478
Curacy House Trust current account	50	50
Traidcraft account	212	407
Magazine account	11,224	11,190
Cash in hand	285	540
Total	59,740	50,665

4(c) Short term deposits

C of E Deposit Fund	84,361	113,192
Curacy House deposit account	14,165	12,193
Curacy House Trust C of E Deposit Fund	19,947	19,947
	118,473	145,332
Total	178,213	195,997

5 FIXED ASSETS

5(a) Tangible		St Johns	Freehold	Church		
		Equipment	Land and Buildings £	Equipment £		
	At 1 January 2022	12,123	217,224	38,906	268,253	254,279
	Additions at cost	0	0	1,492	1,492	13,974
	At 31st December 2022	12,123	217,224	40,398	269,745	268,253
Depreciation	At 1 January 2022	11,140	0	26,329	37,469	34,859
	Charge for the year	983	0	4,040	5,023	2,610
	At 31st December 2022	12,123	0	30,369	42,492	37,469
Net		0	217,224	10,029	227,253	230,784

5(b) Investments**Restricted Fund**

value 1/1/22	CBF Investment Fund Income Shares	14,229	12,109
Purchased in year		378	356
Market value adjustment		-1,684	1,764
625.94 shares at 31st December 2022		12,923	14,229

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche Bequest at 1/1/22	10,908	11,678
Market value adjustment	-1,476	-770
At 31st December 2022	9,432	10,908
9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	26,179	24,131
Market value adjustment	-7,459	2,048
At 31st December 2022	18,720	26,179

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	38,731	34,927
Market value adjustment	601	3,804
At 31st December 2022	39,332	38,731

Total Endowment Fund	67,484	75,818
Total Investments	80,407	90,047

6(a) Accounts receivable (unrestricted)

Tax recoverable	2,818	3,903
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6(b) Prepayments (unrestricted)

St Johns insurance	335	300
Bullimores wage account	1	348
	336	648

Liabilities**7. Sundry creditors amounts falling due in one year**

Unrestricted funds

Prepayments - Orange	2,665	2,665
-field rent	750	833
Floodlights	75	100
Other creditors - utilities HT	162	533
St Johns	208	452
church expenses	0	294
Traidcraft loan	50	50
	3,910	4,927

restricted funds	Outward giving	560	493
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9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St Johns Peace Garden Fund, St Johns Peace Garden Fund, the Touche Fund, the Building Development Fund, the Communications Fund, and the Organ fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust assets is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Organ fund	Total 2022
balance 1/1/22	4,520	5,356	220,923	3,776	2,900	14,606	78	0	252,159
incoming resources	120	1,160	1,000	0	272	378	0	600	3,530
Transfers	0	0	0	0	0	0	0	0	0
resources expended	0	0	1,983	0	0	1,684	78	600	4,345
balance 31/12/22	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

Represented by:

Tangible fixed assets	0	0	217,224	0	0	0	0	0	217,224
Investments	0	0	0	0	0	12,923	0	0	12,923
Bullimores wage account	0	0	0	0	0	0	0	0	0
Building Extension cash at bank	0	0	1,264	0	0	0	0	0	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	0	1,440
Main Fund Cash at bank	4,640	6,516	12	3,776	3,172	377	0	0	18,493
	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2022	2021
Opening Balance 1/1/22	10,908	84,857	95,765	90,683
increase in value of investments	-1,476	-6,858	-8,334	5,082
balance 31/12/22	9,432	77,999	87,431	95,765

Represented by

Investments	9,432	58,052	67,484	75,818
Short term deposits	0	19,947	19,947	19,947
	9,432	77,999	87,431	94,765

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2022 which are set out on pages 9 to 16 .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Andrews BSc MBA FCA
Northacre
Deerleap Road
Westcott
Surrey
RH4 3LD


16 April 2023

Accounts



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

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2021 until the date this report was approved (unless noted otherwise) are:

Chairman, Ex-officio: The Revd Alan Jonas, Incumbent. Retired September 2021.

The Rev'd Peter Nevins, Area Dean, from October 2021.

Wardens: Simon Mabley: Elected 10.5.15 at special meeting of the Church Electoral Roll and again at APCM 17.4.16, 30.4.17, 22.4.18, 7.4.19, 11.10.20, 23.5.21.
John Witt: Elected 15.5.16 at special meeting of the Church Electoral Roll and again at APCM 30.4.17, 22.4.18, 7.4.19, 11.10.20, 23.5.21.
Passed away August 2021.

Representatives on the Deanery Synod:

Lisa Brady Elected at APCM, 11.10.20 for three years.

Glynis Cranefield Elected at APCM 11.10.20 for three years.

Elected members:

Kay Meldrum, Treasurer First elected for three years at 2009 APCM, then for three years every third APCM, up to and including 23.5.21.

Jan Way, Secretary Co-opted at PCC meeting 8.5.17.
Elected 22.4.18. for three years and again 23.5.21.

Mark Shakespeare Co-opted at PCC meeting 8.5.17, Elected 23.05.21 for three years.

Malcolm Bradley Elected 11.10.20. for three years

Hannah Mayo Elected 11.10.20. for three years

Richard Packer Elected 11.10.20. for three years

Debbie Shortland Elected 11.10.20 for three years. Resigned 13/9/21.

Murray Stephen Elected 11.10.20 for three years

Libby Witt Co-opted at PCC meeting 18.1.22.

Structure, governance and management

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.

Objectives and Activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 185 parishioners on the Church Electoral Roll (2020 – 176). The average weekly attendance on a “normal Sunday” was 72 – comprising 70 adults and 2 children (2020 figures: 79; 71 adults and 8 children).

The “worshipping community” (ie attend worship at least monthly) is 104 (2020 – 103) - adults, children in congregational worship/ activities, plus home communions, plus monthly services taken at Bramley House and Westcott House.

Review of the year

The full PCC met five times during the year. Committees met between meetings and any matters arising were referred to the PCC as necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Helen Hughes the DBS Validator for this period.

Activities

a) Safeguarding incidents

There have been no safeguarding incidents during the period from January 2021 to December 2021.

b) New policies and procedures

No new policies have been issued by the Diocese. In January 2022 the policy regarding Employing Ex-Offenders will be taken to the PCC for adoption.

However, in April the Diocese introduced the Parish Dashboard for Safeguarding. This is an online platform that outlines what the duties and responsibilities of each Parish regarding safeguarding, covering training, adoption of policies, activities etc. There are numerous levels as you move through the platform. As of December 2021 Holy Trinity was on Level 2. To achieve Level there would need to be further training by key members of the church. Increasingly we are being asked to pay more attention to this topic, to complete more training and be more active in the community. For example, outstanding items on Level 2 of the Parish Dashboard are:

- Undertaking work with the community to highlight Domestic Abuse.
- Ensuring all involved in any leadership (this would include lay preachers, manager of St John's etc) attend the leadership course.

As a Parish we must decide what and how much we can invest in safeguarding without unduly pressurising volunteers.

c) *Training*

Due to Covid 19 and the church being closed for the large part of the year there has been no training, other than online. Currently our PCC and members of the church who are involved with children and vulnerable adults have the correct level of training. Some members have undertaken additional courses. E.g. Leadership.

d) *DBS Validations*

The Diocese prompts the safeguarding officer when a DBS is required, and it is important to note that it is not possible to continue to work with children or vulnerable adults if a DBS has expired. It is therefore important that when contacted by the Safeguarding team in relation to updating a DBS that volunteers respond and arrange to meet.

Once a DBS form has been completed it is possible to join the free Update service and I would encourage everyone to do that, as it means that a DBS is automatically updated without the need for more form filling down the line.

The online system of undertaking DBS checks allows them to be returned in under a week on some occasions. There have been changes to the way these are reported with the Validator now being informed directly rather than through the Diocese.

e) *Safeguarding meetings*

Due to Covid and the departure of the Vicar there have been no safeguarding meetings.

Conclusion

Safeguarding is an integral part of the church and should always be included on a PCC agenda.

The Promoting a Safer Church guidance makes clear the safety and welfare of children and vulnerable adults within our church is the responsibility of everyone who participates in church life. The PCC sets the tone and example to all church members and is responsible for ensuring that we follow good safeguarding practice in all areas of church life. It is important that we embrace this responsibility fully.

GENERAL REVIEW OF THE YEAR – Simon Mabley, Churchwarden

Our Vicar of 23 years, Alan Jonas, retired in September 2021, and we celebrated his remarkable ministry with a gathering of around 140 current and past members of the church. It is a huge testament to Alan, supported by his wife Jenny, that the church is in a position to appoint a new incumbent, despite the national trends on church attendance and two years of a pandemic. He leaves a great legacy for others to build on.

2021 will however also be remembered as the year we lost to Covid, a much loved member of our congregation, and fellow churchwarden, John Witt. It is hard to comprehend that a man of his faith and integrity, active in life and the community, loving father and husband, covered in prayer throughout his illness, is not with us now. We hold on to the ultimate promises of hope in the life to come when all will be made clear. And we are hugely thankful for all he gave to us.

There is no doubt the impact of the pandemic has disproportionately hit our church family, but we are encouraged by the support and care of the whole congregation for those who mourn, or who continue to suffer the effects of illness.

Despite all of this, the Church in Westcott continues to be a place of inspiration and blessing for many. Many people have rallied round to help and we have been encouraged by starting to meet again in person, while continuing to be able to include those who feel more comfortable with Zoom. We are blessed with so many resources in comparison with many others, and we give thanks for the people and finances that support the work of the church.

In Alan's last Annual Report he laid out the hallmarks of a healthy church, and I think it is worthy of repeat. As we look to appointing a new incumbent it will be wonderful to have their support and leadership, but as the list shows, a healthy church relies primarily on its congregation, not its vicar, and I am grateful to everyone who is helping our church thrive through this time of turmoil and change.

As Alan said, our engagement is seen in several ways:

- Healthy Church attendance.
- Large number of people involved in leading and supporting worship.
- Large "Electoral roll" – membership of the Church.
- Church engagement with the village school, and in village life generally.
- Volunteer posts filled.
- Clear evidence of discipleship – people growing in Christian faith – including ordinands.
- Activities organised by church members.
- Pastoral care offered through the village.
- Engagement with (inter) national issues eg through "Eco Church"
- Engagement with the wider Church, including, for example the great support for Papua Partners.

- Meeting the costs of running the Church in Westcott. It costs c. £130,000 a year to sustain a church with a full-time vicar. Virtually all of this has to be funded by people's giving. Remarkably you do this year on year.

DISCIPLESHIP – Simon Mabley, Churchwarden

(Incorporates worship, prayer, teaching, outreach, pastoral care, growing vocations)

- David Packham is concluding his training, and we are both sad and excited to see David & Margaret start their new ministry in Burgh Heath.
Ellie Lister has re-started her training and we are very grateful to the Rev Ian Hughes for taking on from Alan the oversight that is needed.
- We have re-started worship in church both at 8.30 and 10.15. Masks remain, but otherwise we have started to go back to normal, while keeping some of what we learnt through the pandemic. E.g.
 - Worship led by multi-media ie screen and recorded music.
 - Continuing the popular once a month "Songs of Praise" service and regular interviews that Hannah Mayo conducts with church members.
 - Worship on Zoom for those who cannot be in Church.
- Life Groups continue on Zoom and Women's group continues to thrive.
- We have planned to start a series on Faith, Hope and Love to run through the vacancy period.

FAMILIES, CHILDREN, YOUTH – Simon Mabley

The pandemic has hit our families, children and youth work the hardest, and the simple statistics of young people in church is very stark. Ellie Lister had step down permanently from her Families role due to long covid, and with the restrictions on meeting as well, most activities stopped. However there are green shoots and opportunities which we will look to build on with a new incumbent.

- Developing the relationship with Surrey Hills School, under new leadership and operating solely from the Westcott site.
- Continuing the much appreciated coaching of school children through TLG
- Re-starting Cookie Club to connect with young families in the village.
- Appointing a new families worker, when we have a new incumbent in place.

We remain committed to our vision of developing this area of our ministry, and are excited to work in post pandemic freedom, with a new incumbent, to bring it to life.

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances have stood up to the effects of Covid restrictions purely thanks to the generosity of its parishioners, and a Legacy. Without these Holy Trinity would be facing a 4 or 5 figure deficit.

Total receipts on ordinary Unrestricted funds were £138,857 and are detailed in the Financial Statements. This represents a decrease in Unrestricted income of approx. 5%. This is made up of a decrease in covenanted donations of 4%, an increase in one-off donations, and a small decrease in investment and other income.

The field next to the churchyard was let on an annual basis, and gross income of £1,000 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £4,382 from it is shown in these accounts.

£132,818 was spent to provide the Christian ministry from Holy Trinity Church, a decrease of approx. 1.5%. Works on the stonework of Holy Trinity church and on the boundary wall were completed, and work on the elderly gas boiler was needed. The main item, 62% of total expenditure (last year 57%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals when it was able to be open. The net deficit on the premises was £1,632, compared with net deficit of £2 in 2020.

The net result for the year was an excess of income over expenditure of £4,576 (2020 net deficit £2,378). The balances carried forward at 31st December for Unrestricted funds totalled £124,578 (2020 £120,001).

In addition the PCC has £43,457 in Funds Designated for improvements to the Church fabric and other work, which have increased thanks to donations in memory of the late Churchwarden (2020 £37,671).

Looking forward to 2022, approx. £6,000 of expenditure previously covered by Restricted funds will need to be met from Unrestricted funds, and the gas boiler will need to be replaced, at an estimated cost of £25,000. It will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £124,578 on Unrestricted funds at the year-end exceeds this target.

The balance of £252,159 in the Restricted funds represents £4,520 in the General Support Fund, £5,356 for Youth Work, £218,219 net cost of St John's, £1,265 for future extension work at St John's, £1,440 grant for the churchyard at St Johns, £3,776 received for the Peace Garden, £2,900 relating to the Touche Fund, £14,229 in income producing investments, £377 towards future work on the church building, and £78 in the Communication Fund.

It is our policy to invest our Restricted and Unrestricted funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

Fabric – Simon Mabley, Churchwarden

Alongside regular maintenance items (such as electrical and fire safety checks), we have continued to move forward ongoing improvements to the church building and land.

- The heath and land in front of the church has continued to improve, and we are grateful to David Seall for his help with the maintenance of this area. John Witt was the driving force behind this initiative, and it has transformed the visibility of the church in the village, a metaphor for what we want to be as a congregation too. The PCC unanimously agreed that this area should be known as "John's meadow" in memory of and appreciation for the work he did for us.
- Work on an accessible toilet has progressed, with final designs agreed, building regulations approval obtained, and application for a faculty approved. A builder has been appointed and the work should be completed in Spring 2022. Many thanks to Paul Goddard for all his work on this.
- Work continues on designing a kitchen in the old vestry. We hope to get permissions in 2022.. Many thanks to Jan Way and Paul Goddard for their work on this project.
- A high speed permanent internet connection in the church is now installed, and as a result we can now stream services over Zoom which is much appreciated.
- The PCC have agreed to make the removal of the pews permanent, and to modify the floor to make the main body of the church more flexible, welcoming and accessible. Permissions to make the changes are being sought.
- It is proposed to have a new Garden of Remembrance in the extension graveyard, and permissions are also being sought for that.
- Our boiler failed again in the summer, and we will need to replace the heating system before Winter 2022.

I am also grateful to the many volunteers who help us in so many ways, and in particular to Louise Scillitoe-Brown and Murray Stephen, for taking on responsibility for the Church Building and Churchyards respectively. With the vacancy this is a huge help.

I also want to acknowledge the faithful service and hard work of Cathy our cleaner, who retired at the end of the year after many years. We are very grateful to her.

ST JOHN'S COMMUNITY CENTRE - Tony Astor, Manager

St Johns is gradually returning to life, with several groups returning to use the facilities, although some groups have not returned.

Revenue & Expenditure:

Revenue has naturally been very low, and subsequently expenditure on maintenance has been cut to the minimum.

We had a minor water heater fault, and the two fire extinguisher contracts have been merged into one.

Users:

- Yoga has returned but on a reduced programme.
- The writing workshops have resumed, and we have had a few private bookings in recent weeks.
- The Fruit and Veg man uses the hall on Thursdays and Fridays, and we currently derive a modest fee monthly. I review the venture every two months.
- We expect the pizza operation to return in March or April, but nothing currently confirmed.
- The Art club has resumed.
- The two exercise classes have ceased

Hire Charges:

The hire charges have remained unchanged since 1st January 2020, and again I propose to maintain the Chapel fee of £16.00 per hour for 2022, with a review later in the year.

The Hall is not currently available for adhoc bookings.

Building work affecting Chapel Lane:

We are in dialogue with the team undertaking the proposed building work in the grounds of the property adjoining Chapel Lane. We hope to fully co-operate with the developers which should include some element of betterment for St Johns. Currently work in progress, and further details will be reported when known.

Westcott Village Magazine – Cath Friend, Editor

The Westcott Village Magazine has continued to be a high-quality colour magazine when we have been allowed to publish during the Covid pandemic. Between April 2021 and March 2022 the magazine fluctuated between 60pp and 80pp, depending on what has been happening in the village and with Covid. We have settled on 64pp for the last few issues, which also happens to be the most cost-effective number of pages to print.

The magazine is distributed free of charge to each household 11 times a year and edited by Cath Friend. The content is provided by local contributors who are encouraged to keep their editorial as interesting and concise as possible with photographs where available.

Advertising pays for all magazine costs of which printing is by far the biggest factor. Our advertising year has changed because of not publishing six issues during the pandemic, so the current year started on 1 November 2021 and will end on 31 October 2022. Our advertising income for 21/22 as at February 2022 is very similar to the previous year.

Print costs are dependent on the size of each issue and inflationary print costs, both of which are out of our control. Pre-pandemic the magazine had 80 pages per issue but since January 2022 the magazine has reduced to 64 pages per issue. We have been advised of a 10% increase in print costs effective from 1 April 2022. If the issue sizes remain at 64pp and print costs don't rise above an increase of 10% then a surplus of £4,400 is possible.

Ellen Lowe has bravely stepped forward to be the new advertising co-ordinator after Hugh Parry stepped down (although he is still available for help and information). We also have a new delivery coordinator, Moira Fenwick, as Judith Packer also looked for new challenges, and she is aided by Jan and Glenn Wylie who have a team of 43 distributors and deliver to every household in the village.

Flowers – Andrea Gabb, Co-ordinator

For much of the time Since my last report the church was still closed but finally opened in the summer, with active social distancing in place. We started putting fresh flowers in church around harvest festival time, with lovely autumn colours and rewardingly long-lasting chrysanthemums.

Many thanks to Elizabeth Crook, who did a wonderful display of poppies for the Service of Remembrance in November. Artificial flowers did us for the rest of the month until Advent, when we take flowers out, and put the Advent Ring in place until Christmas.

We opted to go again for Christmas Trees in the church this year. We had one extra tree bought for us on Ebay by Elizabeth Mair, which turned out to be lovely, and made the trees in

the south windows all much the same size. My thanks to the Flower Team who came to decorate the trees in time for the Carol Service, and once again to the heroic efforts of Mark Seymour who put up the huge tree by the altar. (And thanks also to Singapore residents Harry Gabb and Marianne Whitman who were pressed into action to decorate it.) The team made the church look lovely and Christmassy.

We have started again with fresh flowers this month (January), which will take us up until Lent which starts at the beginning of March. Then the team will get together to do the traditional Easter Baskets.

We received £100 from the coffee funds, some of which has been spent on extra silk flowers to augment the ones we have.

Our rota is small, which means we all have to work extra hard, so anyone, ladies or gentlemen, who enjoy the tranquillity of our church and the peace and quiet to arrange flowers, is most welcome to join us. Flower arranging experience isn't necessary, and there is help at hand if you feel unsure about your skills. May I finally say, again and most importantly, my grateful thanks to those on the Flower Team who make all this happen, and who make our church look loved and cared for.

Westcott Vicarage

This is owned by Guildford Diocese. The PCC are supportive of the Diocese plans to develop the current vicarage and land for housing, including a purpose-built new vicarage. While the work is happening the Westcott Vicarage will be in Ashcombe Road in Dorking.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2021 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £163.09

CMS £360

Papua Partners £412

Papua Partners - Naomi Sosa

During 2021 we worked in partnership with the following organisations in West Papua - Yasumat (Social Foundation for Isolated Peoples); Yapelin (Social Foundation for the Evangelical Church of Indonesia – GIDI); Womens Department of the GIDI Church; Eruwok – Bokondini; Elisa Foundation; West Papuan Council of Churches; IWaTaLi Papua; West Papua Christian Youth Forum.

We have supported these organisations with training and accompaniment to support their visions for change and to help them run effective programs that are impacting the lives of individuals, families and communities as well as being change agents in wider society.

Through the support of Papua Partners these organisations have been able to receive approximately £250,000 from other donors. The initiatives and programs led by our partners continue to impact the lives of at least 50,000 men, women and children during 2021. During 2021 we continued to focus on our four main areas of work which are Gender Based Violence, Church and Community Transformation, Peacebuilding and Livelihoods. We also accompany our partners, specifically the West Papua Council of Churches and the Christian Youth Forum in International Advocacy to the UN and other international bodies and wider networks with the purpose of raising awareness about the ongoing conflict and its impact.

Due to Covid no visits were made to West Papua during 2021 and we were able to adapt by developing training and accompaniment online to partners. We also have started to localise management structures with a new staff member Yepina Matuan in Papua coordinating the Gender Based Violence and Church mobilisation programs.

Highlights of the year were:

- Ongoing support to flood refugees in building small businesses, health awareness and improving water and sanitation facilities
- Trauma healing and support to families and especially women displaced by conflict
- Online training courses developed and delivered in safeguarding, risk assessment, financial management.
- We facilitated a partnership between the music group SOS from the Kids in the UK and Phulyakah Voices in West Papua on a song called 'Its Time to Heal' about the environment. The song was performed at COP26.
- Increased international engagement to raise awareness on the conflict and its impacts in West Papua. Together with partners we were able to share the situation in various international forums including the World Council of Churches and present submissions to UN mechanisms.
- Online training and discussion program with youth activists on non-violence and peacebuilding.
- Church and Community Transformation (CCT) – Together with partners the CCT program is now working with at least 80 local congregations and impacting over 8,000 people. It has been adapted as a formal program in the GIDI church and is part of the curriculum in all of their Bible Schools.
- Establishment of new businesses and growth of community health group in Bokondini. We continue to provide ongoing support to the Yaruwok Community Training Centre and savings group.

Papua Partners is very grateful to the community and church in Westcott who continue to faithfully support us and enable this work to continue.

“Eco Church” – Hannah Mayo, Chair

The first thing to say is that due to family health pressures, I've sadly been less able to engage with Eco Church, and lead the group, in the second half of 2021. As a result, I do feel that we've missed several key opportunities to build on the work of the last few years. However...

Eco Sunday in January (Zoom), with the whole team involved. I spoke about wildness and the wonder of creation, focussed around a startling murmuration we, as a family, had experienced a few months earlier, and a poem by ee cummings “i thank you God for most this amazing”. We invited the congregation to share their own stories of wonder, and it was a special and beautiful thing to hear from so many, with feedback afterwards expressing real joy in celebrating creation. We encouraged people to sign up to Creation Care, a scheme for households. Small take up and haven't really followed up on it.

I was asked to give an opening 2 minute talk for the first local People's Assembly in April - an envisioning exercise, organised by XR and involving over 100 participants from around the area.

Green Westcott was established in May, a new name and expansion for Eco Challenge Westcott, with associated pages in the village magazine. Jakki and I linked with Nancy and Catherine from the village, both keen to start a village-wide eco initiative. That meant a stall in conjunction with church at WestFest (matchbox treasure hunt for kids, church literature given out, lots of good conversations, and contacts collected), a community litter pick at the end of July and a drop in day on September 4th at St Johns. Plans are afoot for a Community Garden...watch this space.

Local Eco Church groups meeting (Zoom) in June - 6 churches + HTW represented. Good as always to encourage and support one another.

Leading to an ecumenical meeting with Sir Paul Beresford MP in September, facilitated by Julie from St Joseph's (part of CAFOD's 'Parliament in your Parish'). A relationship establishing meeting which we hope to repeat at least annually.

Climate Sunday: I helped Dorking URC launch Eco Church by taking part in a series of short videos, and preached (pre-recorded) for South Nutfield Church. To mark it here in Westcott, we held our first Wild Church in September, meeting as a congregation on a beautiful sunny day on the grass outside the front of church, focussing on the tiny things around us and beneath our feet, the parts of creation we often miss, to recognise them as significant tokens of God's love, generosity, grace, creativity and beauty. As signs of his kingdom, to show us that God really is at work in his world, even when we struggle to see it.

And I preached at the start of COP26 (31st October) - in our shared humanity, we may all be bobbing about on the same sea, but we're not all in the same boat. With a community origami session, everyone making a prayer boat, we explored how to pray for the COP.

In other news:

We have finally changed energy supplier having been unhappy for some time with the fact that through the Parish Buying 'Green Basket' we were in fact getting our energy through Total - it's been an epic saga which has taken a stupid amount of time. Thanks to Sarah Massey and Simon Mabley for their patience and determination.

And we have an ongoing question around church heating with the inevitable demise of our 40 year old gas boiler. We'd obviously like to move away from fossil fuels but there seem to be few viable options for us at the moment and we may, with regret, have to resort to another gas boiler, very far from ideal as we aim for Net Zero by 2030.

With thanks, as ever, to the Eco Church team of Jakki Phillips, Sarah Massey and Malcolm Bradley. And we're delighted that Katherine Marsden and Celia Harcombe have now also joined our team.

SURREY HILLS GROUP – Simon Mabley, Churchwarden

(Group of Churches formed 1.1.15: Abinger & Coldharbour with Holmbury & Wotton;
Westcott)

Tony Berry, Rector of the Leith Hill Benefice also retired in 2021. The proposal to create a single benefice for the Surrey Hills Group was not supported by the PCCs so did not proceed. Instead a House for Duty incumbent has been installed in Abinger & Coldharbour, and they also are the leader of the Leith Hill Benefice.

We have however committed to working more closely together as a group, and had some useful discussions as churchwardens from across the churches.

DORKING DEANERY SYNOD

Nothing to add to last year's report.

WESTCOTT 100 CLUB

The club is now an independent entity, separate from the PCC, and so is no longer included in the report. We are grateful for the contributions to church funds over the years.

Parochial Church Council of Holy Trinity Church
STATEMENT OF FINANCIAL AFFAIRS
For the year ended 31st December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Endowm'nt Funds £	TOTAL 2021 £	TOTAL 2020
INCOMING RESOURCES							
Voluntary Income	2(a)	111,515	18,527	15,454	0	145,496	132,069
Activities for generating income	2(b)	21,203	0	0	0	21,203	21,758
Investment income	2(c)	2,796	663	0	0	3,459	3,763
Incoming resources from charitable activities	2(d)	2,231	0	0	0	2,231	3,380
Other incoming resources	2(e)	1,112	0	0	0	1,112	742
TOTAL INCOMING RESOURCES		138,857	19,190	15,454	0	173,501	161,712
RESOURCES EXPENDED							
Charitable activities	3(b)	125,845	12,631	9,867	0	148,343	147,950
Other resources expended	3(c)	6,973	15,675	0	0	22,648	7,456
TOTAL RESOURCES EXPENDED		132,818	28,306	9,867	0	170,991	155,406
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		6,039	-9,116	5,587	0	2,509	6,306
Gains on investment assets - on revaluation	5(b)	0	1,764	0	5,082	6,846	1,915
Transfers		-1,462	1,263	199		0	0
NET MOVEMENT IN FUNDS		4,576	-6,089	5,786	5,082	9,356	8,221
Balances b/f 1 January 2021		120,001	258,248	37,671	90,683	506,603	498,382
Balances c/f 31st December 2021		124,578	252,159	43,457	95,765	515,959	506,603

The notes on pages 16 to 21 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2021

		£	£		£	£	
	Notes	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2021	TOTAL 2020
FIXED ASSETS							
Tangible	5(a)	12,577	218,207	0	0	230,784	219,420
Investments	5(b)	0	14,229	0	75,818	90,047	82,845
		12,577	232,436	0	75,818	320,831	302,265
CURRENT ASSETS							
Cash at bank and in hand	4(b)	6,715	493	43,457	0	50,665	72,456
Short term deposits	4(c)	106,010	19,375	0	19,947	145,332	143,537
Accounts receivable	6(a)	3,903	0	0	0	3,903	4,579
Prepayments	6(b)	300	348	0	0	648	1,096
		116,928	20,216	43,457	19,947	200,548	221,668
CURRENT LIABILITIES							
Creditors and Prepayments	7	4,927	493	0	0	5,420	17,330
NET CURRENT ASSETS							
		112,001	19,723	43,457	19,947	195,128	204,338
TOTAL NET ASSETS							
		124,578	252,159	43,457	95,765	515,959	506,603
PARISH FUNDS							
Unrestricted		124,578	0	0	0	124,578	120,001
Designated		0	0	43,457		43,457	37,671
Restricted	9(a)	0	252,159	0	0	252,159	258,248
Endowment	9(b)	0	0	0	95,765	95,765	90,683
		124,578	252,159	43,457	95,765	515,959	506,603

Approved by the Parochial Church Council on 15th February and signed on their behalf by
The Rev. Peter Nevins (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2021

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee. The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	10,876	20,334
Social Security costs	0	0
Pension costs	787	1,038
Other benefits	0	0
Total	11,663	21,372

Number of employees 4 4

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2021	TOTAL 2020
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving – covenanted	69,415	1,610	0	0	71,025	74,006
Income tax recoverable	13,935	0	500	0	14,435	16,198
Listed Churches grant	1,537	0	0	0	1,537	0
Other giving	3,072	0	0	0	3,072	4,630
Sundry donations	16,170	0	14,954	0	31,124	8,770
Collections	238	0	0	0	238	1,255
Grants	4,300	1,000	0	0	5,300	5,314
Furlough grants	1,348	2,407	0	0	3,755	6,871
Legacies	1,500	0	0	0	1,500	12,000
Donations for restricted purposes	0	13,510	0	0	13,510	3,025
	111,515	18,527	15,454	0	145,496	132,069
2(b) Activities for generating income						
St Johns	3,067	0	0	0	3,067	4,139
Floodlights	390	0	0	0	390	325
Mast rental	4,382	0	0	0	4,382	4,456
Parish magazine adverts	13,364	0	0	0	13,364	12,838
	21,203	0	0	0	21,203	21,758
2(c) Investment income						
Dividends and interest	1,796	663	0	0	2,459	2,763
Church field rent	1,000	0	0	0	1,000	1,000
	2,796	663	0	0	3,459	3,763
2(d) Incoming resources from charitable activities						
Church and churchyard fees	2,231	0	0	0	2,231	3,380
	2,231	0	0	0	2,231	3,380
2(e) Other incoming resources						
Traidcraft	1,112	0	0	0	1,112	742
	1,112	0	0	0	1,112	742
Total Incoming resources	138,857	19,190	15,454	0	173,501	161,712

3 RESOURCES EXPENDED

3(a) Costs of generating voluntary income

Stewardship envelopes	0	0	0	0	0	0
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills Primary	107	0	0	0	107	0
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Missions and church societies/organisations

Papua	412	0	0	0	412	500
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Churches Together in Dorking	120	0	0	0	120	0
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GS Fund	0	4,204	0	0	4,204	2,220
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Ministry

Parish Share	82,639	0	0	0	82,639	77,639
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Parish ministry	3,275	0	0	0	3,275	3,963
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Parish office & secretarial	9,014	0	0	0	9,014	9,255
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Vicar's expenses	696	0	0	0	696	747
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Assistant staff						
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Communications	2,420	0	0	0	2,420	2,127
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Family Worker	5,007	0	0	0	5,007	10,013
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Church running expenses

Utilities	3,758	0	0	0	3,758	3,939
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Insurance	2,748	0	0	0	2,748	2,827
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Cleaning	2,463	0	0	0	2,463	2,578
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Altar	69	0	0	0	69	394
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Organists	150	0	0	0	150	1,531
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Minor repairs	5,440	0	9,867	0	15,307	17,712
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Organ and piano repairs & maintenance	990	0	0	0	990	797
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Expenditure on Parish magazine	7,322	0	0	0	7,322	5,100
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Professional services	1,398	0	0	0	1,398	1,290
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Upkeep of Churchyard	5,244	1,000	0	0	6,244	5,288
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125,845	12,631	9,867	0	148,343	147,950
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3(c) Other resources expended

St Johns costs	4,699	0	0	0	4,699	4,141
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Traidcraft	877	0	0	0	877	664
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Other	0	14,462	0	0	14,463	0
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Depreciation	1,397	1,213	0	0	2,609	2,651
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6,973	15,675	0	0	22,648	7,456
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Total resources expended	132,818	28,306	9,867	0	170,991	155,406
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4(b) Cash at bank and in hand

Current account	38,478	62,593
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Curacy House Trust current account	50	50
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Traidcraft account	407	185
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Magazine account	11,190	9,628
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Cash in hand	540	0
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Total	50,665	72,456
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4(c) Short term deposits

C of E Deposit Fund	113,192	113,133
Curacy House deposit account	12,193	10,457
Curacy House Trust C of E Deposit Fund	19,947	19,947
	145,332	143,537

Total

195,998 **215,993****5 FIXED ASSETS**

5(a) Tangible		St Johns Equipment £	Freehold Land and Buildings £	Church Equipment £		
At 1 January 2021		12,123	217,224	24,932	254,279	254,279
Additions at cost		0	0	13,974	13,974	0
At 31st December 2021		12,123	217,224	38,906	268,253	254,279
Depreciation						
At 1 January 2021		9,927	0	24,932	34,859	32,208
Charge for the year		1,213	0	1,397	2,610	2,651
At 31st December 2021		11,140	0	26,329	37,469	34,859
Net		983	217,224	12,577	230,784	219,420

5(b) Investments**Restricted Fund**

value 1/1/21 CBF Investment Fund Income Shares	12109	10,997
Purchased in year	356	250
Market value adjustment	1764	862
604.45 shares at 31st December 2021	14,229	12,109

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche Bequest at 1/1/20	11,678	11,286
Market value adjustment	-770	392
At 31st December 2021	10,908	11,678

9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	24,131	25,545
Market value adjustment	2,048	-1,414
At 31st December 2021	26,179	24,131

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	34,927	32,582
Market value adjustment	3,804	2,075
At 31st December 2021	38,731	34,927

Total Endowment Fund	75,818	70,736
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Total Investments	90,047	82,845
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6(a) Accounts receivable (unrestricted)

Tax recoverable	3,903	4,579
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6(b) Prepayments (unrestricted)

Prepayments (restricted)	St Johns insurance	300	287
	Bullimores wage account	348	809

Liabilities**7. Sundry creditors amounts falling due in one year**

unrestricted funds	Prepayments - Orange	2,665	2,479
	-field rent	833	833
	Floodlights	100	90
	Other creditors- utilities	533	500
	church expenses	452	311
	other	294	12,634
	Traidcraft loan	50	50
		4,927	16,897
Restricted funds			
	Outward giving	493	433

9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St John's Peace Garden Fund, the Building Development Fund, the Communications Fund, the Jonas Retirement Fund and the Touche Fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St John's Building Fund	St John's Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Jonas	Total 2021	2020
balance 1/1/21	8,544	6,226	222,125	3,776	2,593	12,486	2,498	0	258,248	265,873
incoming resources	180	4,137	1,010	0	307	2,120	0	7,590	15,344	10,386
Transfers	0	0	0	0	0	0	0	263	263	0
resources expended	4,204	5,007	2,212	0	0	0	2,420	7,853	21,696	18,011
balance 31/12/21	4,520	5,356	220,923	3,776	2,900	14,606	78	0.00	252,159	258,248
Represented by:										
Tangible fixed assets	0	0	218,207	0	0	0	0	0	218,207	219,420
Investments	0	0	0	0	0	14,229	0	0	14,229	12,109
Bullimores wage account	0	348	0	0	0	0	0	0	348	809
Building Extension Fund Cash at bank	0	0	1,264	0	0	0	0	0	1,264	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	0	1,440	1,440
Main Fund Cash at bank	4,520	5,008	12	3,776	2,900	377	78	0	16,671	23,206
	4,520	5,356	220,923	3,776	2,900	14,606	78	0	252,159	258,248

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2021	2020
Opening Balance 1/1/21	11,678	79,005	90,683	89,630
increase in value of investments	-770	5,852	5,082	1,053
balance 31/12/21	10,908	84,857	95,765	90,683
Represented by				
Investments	10,908	64,910	75,818	70,736
Short term deposits	0	19,947	19,947	19,947
	10,908	84,857	95,765	90,683

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2020 which are set out on pages to .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Andrews BSc MBA FCA
Northacre
Deerleap Road
Westcott
Surrey
RH4 3LD


28 April 2022

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

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D R Andrews BSc MBA FCA
Northacre
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28 April 2022

Accounts



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

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Vicarage, Guildford Road, Westcott, Dorking, RH4 3QB.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2020 until the date this report was approved are:

Incumbent: The Revd Alan Jonas Chairman, Ex-officio

Wardens: Simon Mabley, elected 10.5.15. at special meeting of the Church Electoral Roll and again at APCM 17.4.16., 30.4.17., 22.4.18., 7.4.19.11.10.20.
John Witt elected 15.5.16. at special meeting of the Church Electoral Roll and again at APCM 30.4.17., 22.4.18., 7.4.19., 11.10.20.

Representatives on the Deanery Synod:

Glynis Cranefield Elected at APCM 11.10.20. for three years
Lisa Brady Elected at APCM, 11.10.20. for three years,

Elected members:

Kay Meldrum Elected 22.4.18. for three years
Debbie Shortland Elected 11.10.20. for three years
Murray Stephen Elected 11.10.20. for three years
Mark Shakespeare Co-opted at PCC meeting 8.5.17., Elected 22.4.18. for three years
Jan Way Co-opted at PCC meeting 8.5.17, Elected 22.4.18. for three years
Richard Packer Elected 11.10.20. for three years
Hannah Mayo Elected 11.10.20. for three years
Malcolm Bradley Elected 11.10.20. for three years

Structure, governance and management

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.

Objectives and Activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, the Revd Alan Jonas, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral,

evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott

Church attendance

There are 176 parishioners on the Church Electoral Roll (2019 – 158). The average weekly attendance on a “normal Sunday” was 79 – comprising 71 adults and 8 children (2018 figures: 84; 74 adults and 10 children).

The “worshipping community” (ie attend worship at least monthly) is 103 (2019 – 143) - adults, children in congregational worship/ activities, plus home communions, plus monthly services taken at Bramley House and Westcott House. The decline from 2019 is due to Covid-related restrictions: 12 adults joined our worship over the year but 34 left/stopped attending, and we have not been able to provide on-line children’s worship.

Review of the year

The full PCC met seven times during the year with an average level of attendance of 86%. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Andrea Gabb the DBS Validator for this period.

Activities

a) Safeguarding incidents

There have been no safeguarding incidents during the period from April 2020 to March 2021.

b) New policies and procedures

No new policies have been issued by the Diocese. A new safeguarding statement is attached and once the churches reopen will be displayed.

c) Training

Due to Covid 19 and the church being closed for the large part of the year there has been no training, other than online. Currently our PCC and members of the church who are involved with children and vulnerable adults have the correct level of training. Some members have undertaken additional courses.

d) DBS Validations

The Diocese prompts the safeguarding officer when a DBS is required and it is important to note that it is not possible to continue to work with children or vulnerable adults if a DBS has expired. It is therefore important that when contacted by the Safeguarding team in relation to updating a DBS that volunteers respond and arrange to meet.

Once a DBS form has been completed it is possible to join the free Update service and I would encourage everyone to do that, as it means that a DBS is automatically updated without the need for more form filling down the line.

The online system of undertaking DBS checks allows them to be returned in under a week on some occasions. Currently with the Covid 19 crisis DBS are accepting referrals with scanned documents seen by the validators.

Andrea stepped down from the validation role on 31/03/21 and Helen Hughes is taking over the role. Helen will undertake training with the Diocese shortly.

e) Safeguarding meetings

Due to Covid there have been no safeguarding meetings.

The Promoting a Safer Church guidance makes clear the safety and welfare of children and vulnerable adults within our church is the responsibility of everyone who participates in church life. The PCC sets the tone and example to all church members and is responsible for ensuring that we follow good safeguarding practice in all areas of church life. It is important that we embrace this responsibility fully, especially in a time when families and individuals may be more vulnerable than ever.

GENERAL REVIEW OF THE YEAR – Alan Jonas, Vicar

It is only a few months since we last reported on the Church in Westcott – at our 2020 Annual meeting, held on 11th October, postponed from the normal Spring date, due to Covid. Please see that report and some updates here for an overview of 2020.

Our church and village community remain in deep shock and grief following the death by suicide on 19th November 2020 of Stuart Ryland, our friend, church member and former paid “Youth & Community Worker”. We continue to hold Steph, Stuart’s wife and Hannah, his daughter, and all Stu’s family in our love and prayers. I am aiming to hold a Sunday focus on issues of mental health, in honour and memory of Stuart. This could become an annual memorial.

Last September, I announced that Jenny and I will retire in autumn 2021. Our final Sunday has now been fixed for 26th September. Our 23 years+ in Westcott have been extraordinary. Living and seeking to serve in this most beautiful place with wonderfully mixed, talented people has given us joys and sorrows, blessings and challenges that we could never have imagined. The first years included the added challenge of being employed as Chaplain at Priory School. It has been a privilege, too, to serve as an IME tutor (clergy training/formation) and Area Dean.

I am immensely grateful to Jenny for all her sharing of this journey with me. And to our daughters Anna and Freya, who had to go along with all the demands of being a clergy family, including the three moves in six years that ordination meant. I am hugely grateful, too, to all the people of the Church in Westcott, who have worked, served, rejoiced and wept with us through these years.

We move on, then, with sadness to be leaving, but overwhelmingly with gratitude to those we have served alongside and to our God, for all His faithfulness and beneficence. We prepare to go to our home in Devon, feeling deeply that this is the right time and looking forward to the next stage of life.

I am delighted to say that Guildford Diocese intend that I will be replaced as Vicar of Westcott, after I retire this year. This is due to your commitment - the people of our Church and Village. Thank you.

It was by no means obvious that there would be another full-time vicar appointed to the village. There are many challenges for the Church of England including a shortage of clergy and, in some parishes, financial difficulties. Across the country, many villages have lost their resident vicar. With a population of only c.2,200 Westcott is vulnerable to this happening here. It is your commitment to your village Church that has meant that the Diocese are pleased to appoint another vicar. Your engagement is seen in several ways:

- Healthy Church attendance.
- Large number of people involved in leading and supporting worship.
- Large “Electoral roll” – membership of the Church.
- Church engagement with the village school, and in village life generally.
- Volunteer posts filled.

- Clear evidence of discipleship – people growing in Christian faith – including ordinands.
- Activities organised by church members.
- Pastoral care offered through the village.
- Engagement with (inter) national issues eg through “Eco Church”
- Engagement with the wider Church, including, for example the great support for Papua Partners.
- Meeting the costs of running the Church in Westcott. It costs c. £130,000 a year to sustain a church with a full-time vicar. Virtually all of this has to be funded by people’s giving. Remarkably you do this year on year.

All of this has meant that there will be another vicar in Westcott, in a long line going back to when Holy Trinity was founded in 1852.

Of course, you cannot be complacent. I will be working hard in the remaining time to my retirement at the end of September to ensure as good a handover as possible. There will then be a “vacancy” for at least several months until a new incumbent is appointed. Our excellent churchwardens Simon and Ali Mabley and John and Libby Witt will be “in charge”. They will need you to support and take on responsibilities. And, thereafter, the Church in Westcott needs you to go on engaging, being committed.

Thank God and thank you for all your support and engagement with the Church in Westcott over the last years. May this vibrancy continue until the Kingdom comes !

DISCIPLESHIP – Alan Jonas, Vicar

(Incorporates worship, prayer, teaching, outreach, pastoral care, growing vocations)

- David Packham is near the end of his second year of ordination training and will soon be considering curacies for next year.
Very sadly, Ellie Lister’s training has been interrupted due to on-going illness from “Long Covid”. We continue to pray and hold Ellie in love, that she will be able to resume her course this autumn.
- We continue to have a weekly service on “Zoom” for our main Sunday worship. Our 8.30 am service is now established again, albeit with “Covid restrictions”.

When our main worship resumes in Holy Trinity, we expect to continue with the positives of worship over the last year :

- Worship led by multi-media ie screen and recorded music.
- Worship “in the round” (which will be possible with chairs rather than pews)
- Continuing the popular once a month “Songs of Praise” service and regular interviews that Hannah Mayo conducts with church members.
- Worship on Zoom for those who cannot be in Church.
- We have developed Wednesday evening as a discipleship focus. Three “Life Groups” meet fortnightly, and in between there is a general prayer meeting or for leaders. All of this is currently on Zoom.
- We followed a sermon series last autumn on “Gladness & Generosity”, and more recently on “The Gift of Communion” – two parts of the programme of “The 12 Practices of a Christian Disciple”, being delivered over two years.
- We have also run a sermon series on 1 Corinthians.
- The PCC have made the decision that, sadly, the Sunday evening service will not return in the foreseeable future This is because of low attendance, continuing Covid restrictions, and it probably not being possible to provide a minister in the vacancy.

FAMILIES, CHILDREN, YOUTH – Alan Jonas, Vicar

It is great that Ellie Lister is now sufficiently well to undertake five hours a week as our Children & Families' Worker.

This time has been focussed on running "4 O' Clock Church" with me – a monthly coming together of our families for a short time of worship and catch-up.

Ellie also organised a very good Easter egg hunt. It has to be said that the number of families engaging with these activities is disappointing.

It remains a major challenge how we will fulfill the Vision set in June 2018: **Vision:** "Imagine our church with more children & young people, engaged, involved, participating, learning, connecting, enjoying and experiencing God. Imagine, the energy, the vibrancy, the excitement."

With the impact of COVID on families work, Ellie has been furloughed from a large part of her work, and when furlough ends understandably Ellie may not want to return to her full role. This means that many of the activities with children, young people and families that Ellie has developed will not continue eg work with Surrey Hills All Saints (SHAS) School, Cookie Club.

We gave a gift, as a mark of our gratitude, to Jennie Ratcliffe, headteacher of SHAS School, as she moved on to another school. We welcome Simon Coles as headteacher.

I, Tony Berry, Judith Packer, and other church members across the Surrey Hills are governors.

Transforming Lives for Good (TLG) – Libby Witt, TLG coordinator for Holy Trinity, Westcott

Further to my 2019 report, I am sorry to have to report that, due to the Covid restrictions and school closures, our four TLG Early Intervention coaches were unable to continue coaching with the children that had moved to secondary schools. This meant that coaching had to be suspended until after the third national lockdown in 2021. Although, two coaches had to step down from coaching for personal reasons, we were very pleased to welcome Karen Ratzke to the team in October. I am pleased to say that as I write, she, Ali Mabley and I are just starting coaching again with three more Year 5 children at Surrey Hills All Saints School. They will be working for the next year to help these children find ways to overcome any emotional, social or behavioural difficulties they are struggling with that might affect their learning. This will be particularly important after the last year of pandemic which has resulted in a lot of difficulties for children. We would like to really like to recruit more coaches in the coming months to maximise the effectiveness of the programme and be able to support more children.

As coordinator, I have had regular meetings with our TLG regional coordinator for support and encouragement. In November she conducted an annual review of our TLG work at the school, consulting Alan Jonas, our Key Contact at the school and our coaches. She also held termly regional coordinator and coaches Zoom meetings, where we were able to share ideas and experience of coaching, and pray for each other with other coaches across the SE region. This year TLG have produced a wealth of training opportunities and materials to support the Early Intervention programme in schools. Most notable of these is the Emotional First Aid material and training, which was designed to give coaches, churches and congregations some training in how to help people suffering from emotional distress. This free training in this is open to anyone in the church who would like to know what they can do to help friends, neighbours or colleagues in times of distress. Please get in touch if you would like to know more.

Finally, I would like to thank again Alan and everyone at Holy Trinity and Surrey Hills All Saints School, who have supported the Early Intervention programme in prayer and practical ways through this unusual year. Special thanks must go to the five wonderful coaches (Ali,

Liz, Jan, Sally and Karen) who have given their time, commitment and creativity to their coached children this year.

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances have stood up fairly well to the effects of Covid restrictions, thanks to the generosity of its parishioners, furlough grants, and contributions from Diocese. Total receipts on ordinary Unrestricted funds were £132,536, and are detailed in the Financial Statements. This represents a decrease in Unrestricted income of approx. 11%. There has been an increase in covenanted donations, and a decrease in one-off donations. Overall, voluntary donations decreased by 6%

The field next to the churchyard was let on an annual basis, and gross income of £1,000 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £4,456 from it is shown in these accounts. £134,914 was spent to provide the Christian ministry from Holy Trinity Church, a decrease of approx. 5.3%. Works on the stonework of Holy Trinity church and on the boundary wall were necessary, and were the second largest item of expenditure. The main item, 57% of total expenditure, is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy. This was held at the 2019 figure to recognise the strain on parish finances, and £5,000 of this was waived.

The PCC continues to own the former St John's church, which was used by various organisations and individuals when it was able to be open. The net deficit on the premises was £2, compared with net surplus of £1,513 in 2019.

The net result for the year was an excess of expenditure over income of £2,378 (2019 net surplus £5,459). The balances carried forward at 31st December for Unrestricted funds totalled £120,001 (2019 £122,379). In addition the PCC has £37,671 in Funds Designated for improvements to the Church fabric (2019 £20,500).

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £120,001 on Unrestricted funds at the year-end exceeds this target.

The balance of £258,248 in the Restricted funds represents £8,544 in the General Support Fund, £6,226 for Youth Work, £219,420 net cost of St John's, £1,265 for future extension work at St John's, £1,440 grant for the churchyard at St Johns, £3,776 received for the Peace Garden, £2,593 relating to the Touche Fund, £12,109 in income producing investments, £377 towards future work on the church building, and £2,498 in the Communication Fund.

It is our policy to invest our Restricted and Unrestricted funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

Fabric – Simon Mabley and John Witt, Churchwardens

Risk Management

In 2017, the PCC formally adopted a Health and Safety Policy, following on from the completion of a number of risk assessments. The COVID situation has of course brought in a renewed focus on the importance of risk assessment, particularly for hygiene and protecting the health of our employees and congregation.

Risk assessments have been carried out in line with government and diocesan guidelines and key changes have included temporary removal of the pews to enable proper social distancing

in church, along with associated procedures and protocols to minimise the risk of any cross contamination between members of the congregation or those visiting the church.

Alongside regular maintenance items (such as electrical and fire safety checks), we have continued to move forward ongoing improvements to the church building and land.

- The heath and land in front of the church has continued to improve, with wildflowers now enhancing the spring views. Our thanks to Hugh Broom for his help with maintaining this area of the village.
- We have of course saved on heating with the reduced use of the building, and have fine tuned the floodlights so that now they come on at Sunset+15minutes, and turn off at 11pm.
- The Lych Gate wall has been rebuilt as a result of a partial collapse, and with the new view across the heath has restored an attractive view of the church and its entrance.
- Crumbling stonework on the East and West buttresses was replaced, along with repairs to the pointing of various stonework, including gable copings.
- Work on an accessible toilet has progressed, with final designs agreed, building regulations approval obtained, and application for a faculty in progress. Final tendering is underway and it is anticipated the toilet will be installed in 2021. Many thanks to Paul Goddard for all his work on this.
- Preparatory work has been done looking at installing a kitchen in the old vestry. Plans have been drawn up and quotes and application for permissions is under way. Many thanks to Jan Way and Paul Goddard for their work on this project.
- A new audio system has been installed, which in addition to fixing a number of problems with microphones, provides enhanced sound and the ability to connect directly to Zoom / a computer for future use. Thanks to Jonathan Mayo for project managing this through to completion.
- A new fence has been installed on the extension graveyard. Made from local wood by David Seall, this has been much complimented as an attractive addition to the village. Our grateful thanks to the anonymous donor who has enabled the work.
- Work on installing a permanent internet connection in the church is underway. A permanent camera has been installed in church and a laptop purchased. In conjunction with the new audio system, this will allow us to “stream” services when lockdown finishes, and has already enabled the streaming of funeral services during lockdown, which has been much appreciated.
- As we look to a post COVID world, the PCC has been reflecting on the flexibility the current arrangements in church have enabled. Work is underway on assessing the cost of making the current arrangements more permanent by modifying the floor into a single level, more uniform area – and introducing better seating. As well as the flexibility this would bring for services and worship, it also opens up more opportunities for use as a large community space, especially if the kitchen project were to proceed.

We are also grateful to the many volunteers who help us in so many ways from tidying projects to ad hoc help. Of particular note the great job done in clearing out the old vestry and upper room, led by Jan Way and team. Also Cathy our cleaner, those who open and close the church and the many others who give time to the various rotas that keep it all going. We really appreciate what you do, and how you have adapted to all the recent changes.

St Johns Community Centre - Tony Astor, Manager

There is nothing to add to last year's report, apart from saying St Johns remains open for business, but there are no current bookings apart from MVDC for the elections on 6th May, and the weekly wood fired pizza service which yields revenues of £130pm and is going well.

Westcott Village Magazine – Cath Friend, Editor

The Westcott Village Magazine has continued to be a high-quality colour magazine when we have been allowed to publish during the COVID pandemic. We were able to publish a 80 page magazine in April 2020 but the magazine was not published during the three lockdowns. The table below shows what magazines were published:

Apr-20	80	pages
May-20	Lockdown1	
Jun-20	Lockdown1	
Jul-20	Lockdown1	
Aug-20	Lockdown1	
Sep-20	68	pages
Oct-20	60	pages
Nov-20	60	pages
Dec-20	Lockdown2	
Dec-20 & Jan-21	72	pages
Feb-21	Lockdown 3	
Mar-21	Lockdown 3	
Apr-21	80	pages

The magazine is distributed free of charge to each household throughout the year edited by Cath Friend. The content is provided by contributors who are encouraged to keep their editorial as interesting and concise as possible with photographs where possible.

Advertising pays for all magazine costs of which printing is by far the biggest factor.

As predicted our advertising income has reduced by 19% to £12,700. There is a potential new advertiser starting in May, but the continuing decline of print advertising is a concern. This year our print costs have reduced because of smaller issues and the print run has been cut to reflect the closure of the church and Prince of Wales. So, the annual surplus for 20/21 will be in the order of £4,000 against £4,875 in 19/20.

The renewal date for advertisers has changed from 1 April 2021 to 1 October 2021 because the Westcott Village Magazine was not published during the lockdowns.

A new advertising co-ordinator will be required for 21/22 as Hugh Parry is stepping down. The renewal period of July to September 2021.

Deliveries are organised by Judith Packer and Jan Wylie who have a team of 43 distributors and deliver to every household in the village.

Flowers – Andrea Gabb, Co-ordinator

I took over from Jill Flower as she left the village in April 2020. For much of the time since then the church has been either shut completely or open for the 8.30 service and twice a week

for private prayer. During this time, the flowers have been beside the altar with silk flowers and fresh greenery, which we have kept changing as it has been needed.

We filled the Church with Christmas trees and their decorations at Christmas. Not the usual team, as we were in strict lockdown, but Jan and Tim Way, Alda Andreotti and Paul Goddard and John and I, with the heroic efforts of Mark Seymour and Kate who hauled the huge tree in to stand beside the altar. All masked and socially distant, but it was lovely to do it together.

At Easter, my thanks go to Lyn Malins, Helen Chappell, Pat Avis, Janet Dawkins, Sheena Salmon, Sheila Dunckley and Jan Way for the lovely flowers which are still fresh in church as I write. Several of these people don't come to church services on a regular basis and we should be so grateful for the care and affection they still show for our church building.

We will go back to silk flowers and fresh greenery once the Easter flowers are taken out, until the services are back to normal and we can resume our regular flower arranging rota.

The Westcott 100 Club (*registered with MVDC no. 48965*)– **Richard Packer, secretary**

The Westcott 100 Club was launched, at the recommendation of the HTW PCC, in May 2015 originally to help raise funds for the upkeep of St John's and Holy Trinity. This scope was extended in 2018 to cover any community project of benefit to Westcott as a whole. The 2020 AGM was due to take place in March 2020, just as the first lockdown restrictions were introduced. This meeting was postponed until 2021, but the quarterly and annual draws continued to be held in a covid-secure fashion.

Despite the challenges of lockdown, the scheme's membership has remained largely intact and the Committee is grateful to members for their continued support. The number of active tickets has reduced from 102 to 94, however the scheme remains financially viable.

Following the election of a new Chair (Alda Andreotti replacing Glenn Wylie) and Treasurer (Edwin Harland replacing John Riches) at the AGM in March 2021, with Richard Packer remaining as Secretary, the new Committee aims to revitalise the scheme as we begin to emerge from the restrictions of the last year or so. A key part of this will be to seek ways to raise the profile of the scheme and to establish a process for making appropriate grants to relevant village projects.

The scheme's accumulated fund currently stands at just over £3500 (in previous years, donations totalling £9250 have been made to general HTW funds).

Westcott Vicarage

This is owned by Guildford Diocese. The PCC support the Diocese in plans to develop the current vicarage and land for housing, including a purpose-built new vicarage.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2020 for outside agencies in direct giving to Holy Trinity or from general funds:

Childrens Society £350.86

CMS £360

Papua Partners £665

Papua Partners - Naomi Sosa

Nothing to add to last year's report.

“Eco Church” – Hannah Mayo, Chair

The Eco Church group have continued to meet once a month - early in 2020 on a Monday morning in St Johns, then since lockdown, on zoom.

Looking back at our plans for 2020, in last year's report - it would be fair to say that not all of them were practical with the inevitable restrictions, and that we have at times felt less than effective.

But we can reflect on some significant steps.

Net zero by 2030

Passed by the PCC in September:

Motion 1: That the Church in Westcott is committed to responding to the Church of England's General Synod call (February 2020) to reach Net Zero by 2030

Motion 2: That the 'Net Zero by 2030' target should be a consideration in decision making across all areas of church life in Westcott.

Energy Footprint Tool

A new resource from the Church of England to record energy usage in church, to be submitted as part of the annual parish reporting.

Sarah Massey valiantly analysed and inputted the annual figures for HTW and St Johns, making it a really comprehensive baseline document. She's also done the same with Carbon 360, which goes wider to look into other areas like food, transport etc to give us a broader overview of what we're doing, and how, and gives us our carbon footprint for the year.

All this helps us draw certain conclusions about usage of the buildings, especially since the Footprint Tool gives us a ratings for our carbon footprint per sq metre and per person hour - we don't score well given that the church building is only in use, in the sense of organised services and activities, for very few hours each week.

Food for thought, and crucial information to help us in our aim to reach net zero by 2030.

Huge thank you to Sarah for a really solid amount of work - I'm are so grateful for her interest in, and skill with, figures and detail!

Energy Audit:

We successfully bid for a subsidised external energy audit, which took place in October.

The main take away was that when our current boiler expires (it's reaching its 40th birthday this year!), out of all possible alternatives, the best one for us would be a change to electricity for our next heat source. This has many implications which are yet to be worked through, and there are various options, and opinions, to navigate, so it's not a given. But it's important that we continue to explore the options considering the age of the current boiler.

Eco Cafe:

January 2020 saw the best attended yet - Jakki set out the current situation of the Climate Emergency in a really important and informative evening.

In February we brainstormed the huge range of existing eco initiatives locally for a planned Directory as part of the Eco Challenge Westcott website.

In March Ian Chappell spoke about divestment - our need to step back - as individuals and organisations - from our investment in fossil fuels.

Only one further Eco Cafe in 2020 - in May to discuss what we were learning during lockdown, a really interesting and moving evening reflecting together (contributions reflected in Hannah's sermon on June 21st)

Every church in the Deanery to be an Eco Church:

One of our aims for 2020.

In November we invited eco groups, or eco-interested parties, from local churches to join in a zoom meeting to meet and encourage one another and share our journeys.

Representatives from 8 local churches were present (Capel and Ockley, Pixham, St Martins, St Joseph's, St Pauls, Holmbury and Wotton, Abinger and Coldharbour, and HTW). There's also interest from the URC to get started with Eco Church, so we're going a bit further than the CofE deanery!

All agreed it was a good evening and invites are just going out for the next.

The Diocesan Environment Officer heard about it, and is excited about what we're doing, and it's led to her starting a Deanery Greenery initiative - her vision is for each Deanery in the Guildford Diocese to have an Eco Champion, to disseminate information and encourage one another. We're going to take that role in this Deanery.

Eco Challenge Westcott website

Thanks to the wonderful work during lockdown of Jakki and her son Sam, we now have an Eco Challenge Westcott website! www.ecochallengewestcott.org.uk

It's very much a work in progress but do have a look.

Live Lent

The CofE's Lent campaign based around creation care.

30 booklets bought, and distributed to congregation.

Reverse Advent calendar

7 people in the parish responded to this suggestion and put boxes together (1 item for each day during Advent) for Dorking Foodbank. Jakki collected them all after Christmas and took them to the food bank who were very grateful for the help with stocking up post-Christmas. Our main plan for 2021 is to build closer links with the village, joining with others in the community to find ways to encourage living differently, and intentionally, so that Westcott can become a beacon of sustainability.

Finally, we miss Pat Verrall hugely.

Her contribution to Eco Church at HTW, from the start, has been immense (though she would, of course, never have seen it that way) and her sudden death in December has left a very big hole in our small group.

We have all benefitted from and been blessed by her wisdom and huge bank of botanical knowledge and experience (several people will remember, with joy and thankfulness, the wildflower walks she led), her enthusiasm, and gift of encouragement, her humility, humour, and her deep faith.

Thank you to the wonderfully enthusiastic and dedicated Eco Church team: Jakki Phillips, Sarah Massey, Malcolm Bradley, and, posthumously, to Pat Verrall.

SURREY HILLS GROUP – Alan Jonas, Vicar

(Group of Churches formed 1.1.15: Abinger & Coldharbour with Holmbury & Wotton (A & C with H & W); Westcott

Tony Berry, Rector of the Leith Hill Benefice is also due to retire this year. Guildford Diocese would like to take this opportunity to bring together all of the churches of the Surrey Hills as a "United Benefice". Westcott would retain a full-time incumbent who would also be the leader of the benefice. The other churches would have two house for duty ministers. There is certainly much potential for how the churches of the Surrey Hills could work more closely for ministry and mission in every village and with Surrey Hills All Saints School. The churchwardens of all the churches are meeting to consider this proposal.

DORKING DEANERY SYNOD – Alan Jonas, Vicar

Nothing to add to last year's report.

CHURCH SCHOOLS – Alan Jonas, Vicar

Nothing to add to last year's report..

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Endow- ment Funds £	TOTAL 2020 £	TOTAL 2019
INCOMING RESOURCES							
Voluntary Income	2(a)	103,526	8,891	19,652	0	132,069	167,878
Activities for generating income	2(b)	21,758	0	0	0	21,758	30,850
Investment income	2(c)	3,130	633	0	0	3,763	3,949
Incoming resources from charitable activities	2(d)	3,380	0	0	0	3,380	4,223
Other incoming resources	2(e)	742	0	0	0	742	1,357
TOTAL INCOMING RESOURCES		132,536	9,524	19,652	0	161,712	208,257
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	96
Charitable activities	3(b)	130,109	15,360	2,481	0	147,950	218,307
Other resources expended	3(c)	4,805	2,651	0	0	7,456	11,615
TOTAL RESOURCES EXPENDED		134,914	18,011	2,481	0	155,406	230,018
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		-2,378	-8,487	17,171	0	6,306	-21,761
Gains on investment assets							
- on revaluation	5(b)	0	862	0	1053	1,915	15,095
Transfers							
NET MOVEMENT IN FUNDS		-2,378	-7,625	17,171	1053	8,221	-6,666
Balances b/f 1 Jan 2020		122,379	265,873	20,500	89,630	498,382	505,048
Balances c/f 31 December 2020		120,001	258,248	37,671	90,683	506,603	498,382

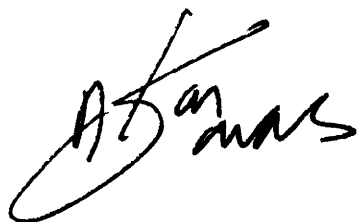
The notes on pages 13 to 19 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31 December 2020

		£	£		£	£	
	Notes	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2020	TOTAL 2019
FIXED ASSETS							
Tangible	5(a)	0	219,420	0	0	219,420	222,071
Investments	5(b)	0	12,109	0	70,736	82,845	80,680
		0	231,529	0	70,736	302,265	302,751
CURRENT ASSETS							
Cash at bank and in hand	4(a)	34,852	433	37,171	0	72,456	93,787
Short term deposits	4(b)	97,680	25,910	0	19,947	143,537	101,406
Accounts receivable	6(a)	4,079	0	500	0	4,579	4,539
Prepayments	6(b)	287	809	0	0	1,096	455
		136,898	27,152	37,671	19,947	221,668	200,187
CURRENT LIABILITIES							
Creditors and Prepayments	7	16,897	433	0	0	17,330	4,556
		16,897	433	0	0	17,330	4,556
NET CURRENT ASSETS		120,001	26,719	37,671	19,947	204,338	195,631
TOTAL ASSETS LESS CURRENT LIABILITIES		120,001	258,248	37,671	90,683	506,603	498,382
TOTAL NET ASSETS		120,001	258,248	37,671	90,683	506,603	489,382
PARISH FUNDS							
Unrestricted		120,001	0	0	0	120,001	122,379
Designated		0	0	37,671	0	37,671	20,500
Restricted	8(a)	0	258,248	0	0	258,248	265,873
Endowment	8(b)	0	0	0	90,683	90,683	89,630
		120,001	258,248	37,671	90,683	506,603	498,382

Approved by the Parochial Church Council on 2nd March 2021 and signed on their behalf by
The Rev. Alan C Jonas (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2020

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which 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

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

The PCC has entered into a contract for work on the churchyard wall and the stonework of the church totalling £12,634+VAT, of which £12,634 has been charged to these accounts. It is expected that VAT will be wholly reclaimed under the Listed Places of Worship Grant scheme.

Staff costs	This year	Last year
Salaries and wages	20,334	22,672
Social Security costs	0	0
Pension costs	1,038	1,119
Other benefits	0	0
Total	21,372	23,791

Number of employees 4 4

No employee received benefits for the reporting period of more than £60,000

None of the Trustees has been paid remuneration from an employment with the charity.

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Designated Funds	Endow -ment Funds	TOTAL 2020	TOTAL 2019
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving – covenanted	72,362	1,644	0	0	74,006	72,493
Income tax recoverable	15,698	0	500	0	16,198	18,180
Listed Churches grant	0	0	0	0	0	12,121
Other giving	4,630	0	0	0	4,630	5,420
Sundry donations	3,618	0	5,152	0	8,770	9,566
Collections	1,255	0	0	0	1,255	3,533
Grants	4,314	1,000	0	0	5,314	5,200
Furlough grants	1,649	5,222	0	0	6,871	0
Legacies	0	0	12,000	0	12,000	20,500
Donations for restricted purposes	0	1,025	2,000	0	3,025	20,865
	103,526	8,891	19,652	0	132,069	167,878
2(b) Activities for generating income						
St Johns	4,139	0	0	0	4,139	9,649
Floodlights	325	0	0	0	325	425
Mast rental	4,456	0	0	0	4,456	4,776
Parish magazine adverts	12,838	0	0	0	12,838	16,000
	21,758	0	0	0	21,758	30,850
2(c) Investment income						
Dividends and interest	2,130	633	0	0	2,763	2,949
Church field rent	1,000	0	0	0	1,000	1,000
	3,130	633	0	0	3,763	3,949

2(d) Incoming resources from charitable activities

Church and churchyard fees	3,380	0	0	0	3,380	4,223
	3,380	0	0	0	3,380	4,223

2(e) Other incoming resources

Traidcraft	742	0	0	0	742	1,357
	742	0	0	0	742	1,357

Total Incoming resources	132,536	9,524	19,652	0	161,712	208,257
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3 RESOURCES EXPENDED**3(a) Costs of generating voluntary income**

Cost of stewardship envelopes	0	0	0	0	0	96
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Eco Church	0	0	0	0	0	100
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Missions and church societies/organisations

Papua	500	0	0	0	500	620
Churches Together in Dorking	0	0	0	0	0	120
GS Fund	0	2,220	0	0	2,220	2,760

Ministry

Parish Share	77,639	0	0	0	77,639	81,890
Parish ministry	3,963	0	0	0	3,963	3,656
Parish office & secretarial	9,255	0	0	0	9,255	10,456
Vicar's expenses	747	0	0	0	747	994
Assistant staff						
Communications		2,127	0	0	2,127	4,318
Family Worker		10,013	0	0	10,013	9,374

Church running expenses

Utilities	3,969	0	0	0	3,969	4,423
Insurance	2,827	0	0	0	2,827	2,783
Cleaning	2,578	0	0	0	2,578	2,343
Altar	394	0	0	0	394	458
Organists	1,531	0	0	0	1,531	3,299
Minor repairs	15,231	0	2,481	0	17,712	69,094
Organ and piano repairs & maintenance	797	0	0	0	797	130
Expenditure on						
Parish magazine	5,100	0	0	0	5,100	10,934
Professional services	1,290	0	0	0	1,290	576
Vicarage	0	0	0	0	0	148
Training	0	0	0	0	0	430
Upkeep of Churchyard	4,288	1,000	0	0	5,288	9,401
	130,109	15,360	2,481	0	147,950	218,307

3(c) Other resources expended

St Johns costs	4,141	0	0	0	4,141	6,509
Traidcraft	664	0	0	0	664	1,401
Depreciation	0	2,651	0	0	2,651	3,705
	4,805	2,651	0	0	7,456	11,615

Total resources expended	134,914	18,011	2,481	0	155,406	230,018
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4(a) Cash at bank and in hand	2020	2019
Current account	62,593	87,026
Curacy House Trust current account	50	50
Traidcraft account	185	58
Magazine account	9,628	6,653
Total	72,456	93,787
4(b) Short term deposits		
C of E Deposit Fund	113,133	72,823
Curacy House deposit account	10,457	8,636
Curacy House Trust C of E Deposit Fund	19,947	19,947
	143,537	101,406
Total	215,993	195,193

5 FIXED ASSETS

5(a) Tangible	St Johns Equipment	Freehold Land and Buildings £	Church Equipment £		
At 1 January 2020	12,123	217,224	24,932	254,279	254,279
Additions at cost	0	0	0	0	0
At 31 December 2020	12,123	217,224	24,932	254,279	254,279
Depreciation					
At 1 January 2020	8,716	0	23,492	32,208	28,503
Charge for the year	1,211	0	1,440	2,651	3,705
At 31 December 2020	9,927	0	24,932	34,859	32,208
Net	2,196	217,224	0	219,420	222,071

5(b) Investments

Restricted Fund

value 1/1/20	CBF Investment Fund Income Shares	10997	8,895
Purchased in year		250	160
Market value adjustment		862	1,942
592.21 shares at 31st December 2020		12,109	10,997

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche Bequest at 1/1/20	11,286	11,043
Market value adjustment	392	243
At 31 December 2020	11,678	11,286

9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	25,545	17,111
Market value adjustment	-1,414	8,434
At 31 December 2020	24,131	25,545

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	32,852	28,376
Market value adjustment	2,075	4,476
At 31 December 2020	34,927	32,852

Total Endowment Fund	70,736	69,683
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Total Investments	82,845	80,680
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6(a) Accounts receivable (unrestricted)

Tax recoverable	4,579	4,539
	4,579	4,539

6(b) Prepayments (unrestricted)

St Johns insurance	287	278
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Prepayments (restricted)

Bullimores wage account	809	177
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Liabilities**7. Sundry creditors amounts falling due in one year**

unrestricted funds	Prepayments - Orange	2,479	2,333
	Field rent	833	833
	Floodlights	90	0
	Other creditors- Utilities HT	500	619
	Expenses	311	0
	Builders	12,634	0
	Traidcraft loan	50	0
		16,897	3,785
restricted funds	Outward giving	433	771
		433	771

8. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St Johns Peace Garden Fund, the Building Development Fund, the Communications Fund and the Touche Fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair.

Income from Curacy House Trust assets is Unrestricted.

Fund Movements

8(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Total 2020	2019
balance 1/1/20	9,859	9,253	223,336	3,776	2,210	12,814	4,625	265,873	311,651
incoming resources	905	6,986	1,000	0	383	1,112	0	10,386	39,135
Transfers	0	0	0	0	0	0	0	0	645
resources expended	2,220	10,013	2,211	0	0	1,440	2,127	18,011	85,560
balance 31/12/20	8,544	6,226	222,125	3,776	2,593	12,486	2,498	258,248	265,873

Represented by:

Tangible fixed assets	0	0	219,420	0	0	0	0	219,420	222,071
Investments	0	0	0	0	0	12,109	0	12,109	10,997
Bullmores wage account	0	809	0	0	0	0	0	809	177
Building Extension Fund Cash at bank	0	0	1,264	0	0	0	0	1,264	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	1,440	1,441
Main Fund Cash at bank	8,544	5,417	1	3,776	2,593	377	2,498	23,206	29,923
	8,544	6,226	222,125	3,776	2,593	12,486	2,498	258,248	265,873

8(b) Endowment

	Touche Fund	Curacy House Trust	Total 2020	2019
Opening Balance 1/1/20	11,286	78,344	89,630	76,477
increase in value of investments	392	661	1,053	13,153
balance 31/12/20	11,678	79,005	90,683	89,630

Represented by

Investments	11,678	59,058	70,736	69,683
Short term deposits	0	19,947	19,947	19,947
	11,678	79,005	90,683	89,630

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2020 which are set out on pages 12 to 19.

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and Section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Andrews, BSc, MBA, FCA
Northacre
Deerleap Road
Westcott
Surrey
RH4 3LD


5 May 2021

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