

**The Parochial Church Council of  
the Ecclesiastical Parish of Horley  
(also known as Horley PCC)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE  
PAROCHIAL CHURCH COUNCIL**

**for the year ended  
31 December 2021**

## **CONTENTS**

Reference and Administrative Information	1
Annual Report of the Parochial Church Council	2-5
Statement of Trustees' Responsibilities	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9-16
Report of the Independent Examiner	17

## **REFERENCE AND ADMINISTRATIVE DETAILS**

Registered Name – The Parochial Church Council of the Ecclesiastical Parish of Horley  
Registered number – 1133737

### ***Parish address***

The Parish Office  
St Bartholomew's Church  
Church Road  
Horley

Tel: 01293 782218

### ***Clergy***

Team Rector – Rev Canon Les Wells  
4 Russells Crescent  
Horley

Team Vicar – Rev Naomi Ngururi  
St Wilfrid's Vicarage  
Horley Row  
Horley

Curate – Rev Sue Bosley  
St Francis Vicarage  
Balcombe Road  
Horley

### ***Lay staff***

**Clergy PA**  
Sue Middleton

### ***Independent Examiner***

Janice Roberts FCCA  
3 Yew Tree Court  
Yew Tree Close  
Horley

### ***Banker***

Lloyds TSB  
Horley Branch  
High Street  
Horley

## **ANNUAL REPORT FOR 2021**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### ***Background***

Horley Parochial Church Council (PCC) has the responsibility of co-operating with the clergy in promoting the whole mission of the Church of Christ within the ecclesiastical parish of Horley. The PCC is also responsible for the maintenance of our buildings, which include the historic church of St Bartholomew's, St Wilfrid's Church, St Francis Church ('the Churches') and the vicarages for St Wilfrid's and St Francis. The Team Rectory is classed as Parsonage Housing by the Diocese of Southwark.

Each of the churches has its own District Church Council (DCC) which has delegated authority from the PCC for the running of their respective church. Income and expenditure which relates to the individual churches is controlled by the DCCs. Central parish expenditure is financed by a contribution from each church.

Members of the PCC are elected by the individual churches at the annual church meetings and ratified at the Annual Parochial Church Meeting (APCM).

#### ***PCC membership following the APCM 2021***

##### ***Ex Officio Members***

Rev Canon Leslie Wells – Team Rector  
Rev Naomi Ngururi – Team Vicar  
Rev Martha Mutakani – Associate Priest  
Sue Bosley – Curate  
Thiru Jesudason – Parish Warden – St Barts  
Dirk Douglas – Parish Warden – St Barts  
Ken Meech – Parish Warden – St Wilfrids  
Peter Horder – Parish Warden – St Wilfrid's  
Lester Sonden – Parish Warden St Francis  
Victoria Naish Gordon – co-opted as Secretary  
Penny Lohead – Reader and Deanery Synod  
Tim Hill – Reader  
Dorothy Lupinda – Southwark Pastoral Auxiliary  
Scott Coe – PCC Treasurer

##### ***Elected Members***

Guido Guanzetti – St Barts  
Gavin Lambert – St Barts  
Sue Lunn – St Barts, Deanery Synod  
Mandy Hill – St Barts and Governor at Trinity Oaks  
Roger Kidd – St Francis  
Chikaeber Orji – St Francis  
Jon Digby – St Wilfrids  
Maria Digby – St Wilfrids  
Lorna Meech – St Wilfrids, Deanery Synod  
Sally Horder – St Wilfrids, Deanery Synod

## ANNUAL REPORT FOR 2021

The following changes were made to the above list during the period from the 2021 APCM to the date of this report:

***Elected at APCM on 25 April 2022***

Secretary: position vacant

***Resigned at APCM on 25 April 2022***

Victoria Naish Gordon – Secretary

***Membership***

Members of the PCC, who are also Trustees for the purpose of charity law, are either elected by each of the three churches at their respective annual meetings and confirmed by the Annual Parochial Church Meeting in accordance with the Church Representation Rules, or serve as ex officio members. The PCC can also exercise its right to invite co-opted members as it deems fit.

The training of new PCC members is on-going and information is cascaded to them from the Diocese, the Deanery, the Clergy, the Churchwardens and Treasurer as appropriate.

***Committees***

The PCC operates through three committees that report to the main meeting from time to time.

**Standing Committee**

This is the only committee required by law. It exists to transact the business of the PCC between meetings and may form the agenda for meetings of the PCC.

**Treasury Committee**

This is comprised of the Team Rector, the PCC Treasurer and the Treasurer of each of the Churches. It exists to oversee the finances of the parish as a whole and meets as necessary. Between meetings, there is email communication between the members of this committee.

**Churchyard Committee**

This comprises several members co-opted by the PCC, together with two Horley Town Councillors. It oversees the maintenance of the churchyard on Church Road. Reports are made to the PCC by its co-opted members. The Town Councillors report to the Local Authority which provides the PCC with a grant for the maintenance of the Churchyards.

## OBJECTIVES AND ACTIVITIES

As a Parish within the Church of England's Diocese of Southwark, the Churches exist for the benefit of its wider community as well as for those who form part of its week-by-week worshipping community.

One of our key objectives is to serve Horley with the love of Christ. Throughout the week we seek to serve the town in which we are based by using the gifts and talents of the clergy, staff and lay members of the churches. Through a wide variety of activities and services - both on Sundays and throughout the week - the church seeks to share the life and transforming love of God in word and in action, bringing to this task the numerous gifts and talents of a very significant number of lay people as well as the clergy and staff team.

During the COVID pandemic, all church building were closed and services were conducted via Zoom. Following the lifting of restrictions, services have now resumed in all three churches.

The PCC ensures that decisions are in line with Church of England requirements which in turn take account of the guidance on public benefit published by the Charities Commission.

## ANNUAL REPORT FOR 2021

### ACHIEVEMENTS AND PERFORMANCE

The character and style of the services that are held on Sundays and during the week reflect the diverse needs and worship styles of the congregations in the churches. Services include traditional BCP, Taize, Common Worship, Evensong and informal services.

At the APCM on 24 April 2022 there were 211 names on the roll (2021: 211).

#### ***PCC activities***

The PCC has met 3 times since the 2021 APCM and meetings took place at St Bartholomew's Church with Zoom links for those unable to attend in person.

Among other matters, the following areas were the focus of meetings during the past year:

- ***St. Bart's Spire and Roof repair***  
Lester Sonden was appointed Project Manager in October 2020. St. Bart's received faculty approval last year and contracted with Clarke Roofing to commence Phase 1 (Spire renovation) in Spring 2022 as sufficient funding was in place. We are grateful to the following benefactors for their financial support given after the year end: Marshalls, the All Churches Trust and Cornerstone.
- ***Maintenance work at St. Francis***  
Paving and landscape works were carried out in 2021, as well as some interior works.
- ***Maintenance work at St. Wilfrid's***  
A Vicarage fencing contractor has been chosen and work started on this after the year end.
- ***Youth group***  
Youth group is headed up by Tim Hill and Sue Bosley. Due to the ongoing effects of the pandemic persisting throughout 2021, activities were restricted to The Acres and Meath Green Junior School. The group has teamed up with SparkFish, who are developing quiet spaces for the wellbeing of all pupils. There are also other outreach ministries which will expand in 2022.

#### ***Major activities in the parish***

All three churches opened to the public after the lockdown which commenced in January 2021, since when activities are slowly returning to pre-pandemic levels.

#### **Youth and children's work**

This continues to be a major focus of the parish and includes mums and toddler groups, youth meetings, as well as our various Sunday Schools.

A church school, Trinity Oaks, opened in September 2014 and the PCC now has three Foundation Governors elected by the PCC.

#### **Evangelism**

In the past this has included Alpha, Christianity Explored and Emmaus which are run on a periodic basis.

#### **Pastoral Care**

This moved online during the pandemic but would normally involve regular visits to those members of the community who are sick, in distress or housebound and the Living with Loss course for the bereaved.

## **ANNUAL REPORT FOR 2021**

### **Community**

In the past, working with Churches for Horley, the parish contributes to Horley Food Bank. There are Welcare reps in each church and Toy Services are held each Christmas as well as contributing to the Samaritan's Purse shoebox appeal and to the Romanian Aid Foundation.

The halls at both St Francis and St Wilfrid's are rented to community groups such as Playgroups, Guides and exercise classes.

Harvest parcels are distributed from St Francis to Crawley Open House.

### **FINANCIAL REVIEW OF THE YEAR**

For 2021 the parish financial statements have been prepared in accordance with the FRS102 SORP. The 2020 results were significantly affected by the effect of the COVID pandemic when the churches were closed for a period of time and events could not be held, and this carried on into the first half of 2021 also.

Financial highlights include:

- Total income increased by £37,701 (14.0%) to £307,712 (2020: £270,011), owing to there being more donations towards the St Bartholomew's Spire Fund (Phases 1 and 2). General unrestricted income decreased by £2,672 (28.0%) to £6,855 (2020: £9,527) and income in designated combined funds decreased by £6,535 (3.6%) to £172,561 (2020: £179,096) owing to a very slight decrease across the churches in regular giving as the pandemic bit;
- Total expenditure decreased by £20,182 (9.7%) to £188,302 (2020: £214,916), due to one-off major building works of £24,916 being carried out in 2020 on the St Francis vicarage in readiness for Rev Sue Bosley's arrival, a reduction of grass and hedge works on the Churchyard over 2020 of around £7,000 and the purchase of a new PA system for St Bartholomew's for around £15,000 in 2020;
- Total restricted income funds stood at £269,071 at 31 December 2021 (2020 restated: £148,137), including £136,528 on Phase 1 of the St Bartholomew's Tower and Spire project (2020: £63,192) and £40,000 on Phase 2 (2020: £nil).

### **Missionary and charitable giving**

It is PCC policy to give 10% of our income after deducting amounts collected on behalf of other organisations. Each church decides on the organisations which it wishes to support in this way.

### **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), sufficient to cover emergency situations that may arise from time to time. The closing balance of £139,473 (PCC General plus Designated Combined excluding the vicarages) on unrestricted funds represents approximately 9.4 months of unrestricted payments at current operating levels (2020 restated: £140,490 representing 10.4 months).

### **Risk Policy**

The PCC has considered the major risks to which the church is exposed including safeguarding children and vulnerable adults (in which regard the PCC follows the Diocese of Southwark Safeguarding procedures in full and has experienced safeguarding officers to assist it), disability discrimination, health and safety and fire protection. We continue to ensure that we meet GDPR requirements.

### **FUTURE PLANS**

The work of the parish will continue as we seek the counsel of the Holy Spirit. St Bartholomew's Church Spire Fund has raised sufficient cash funds to be able to start the refurbishment work in March 2022, in the hope that Phase 1 will be completed during the next two years and Phase 2 will then be in a position to be started shortly afterwards.

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

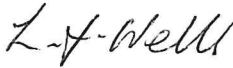
The Trustees (the PCC) are responsible for preparing the trustees report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the Trustees (the PCC) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the PCC



*Rev Canon L Wells – Parish Rector*  
Date: 15 August 2022



*S Coe – PCC Treasurer*



# HORLEY PAROCHIAL CHURCH COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2021

	Note	2021					Restated 2020				
		Unrestricted		Restricted		TOTAL FUNDS	Unrestricted		Restricted		TOTAL FUNDS
		General PCC	Designated Combined	Income	Endowment		General PCC	Designated Combined	Income	Endowment	
		£	£	£	£	£	£	£	£	£	£
<b>INCOME FROM</b>											
Donations and legacies	2a	6,809	121,179	126,174	-	254,162	9,495	137,404	81,231	-	228,130
Charitable activities	2b	-	51,360	1,727	-	53,087	-	37,382	-	-	37,382
Other trading activities	2c	-	-	-	-	-	-	4,198	-	-	4,198
Investments	2d	46	22	395	-	463	32	112	157	-	301
Other	2e	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>6,855</b>	<b>172,561</b>	<b>128,296</b>	<b>-</b>	<b>307,712</b>	<b>9,527</b>	<b>179,096</b>	<b>81,388</b>	<b>-</b>	<b>270,011</b>
<b>EXPENDITURE ON</b>											
Raising funds	3a	-	-	-	-	-	-	-	-	-	-
Charitable activities	3b	6,171	164,901	10,869	-	181,941	8,716	149,881	45,544	-	204,141
Other	3c	650	5,711	-	-	6,361	(930)	5,273	-	-	4,343
<b>TOTAL</b>		<b>6,821</b>	<b>170,612</b>	<b>10,869</b>	<b>-</b>	<b>188,302</b>	<b>7,786</b>	<b>155,154</b>	<b>45,544</b>	<b>-</b>	<b>208,484</b>
Gains/(losses) on investment assets		-	-	507	-	507	-	-	206	-	206
<b>NET INCOME(EXPENDITURE)</b>		<b>34</b>	<b>1,949</b>	<b>117,934</b>	<b>-</b>	<b>119,917</b>	<b>1,741</b>	<b>23,942</b>	<b>36,050</b>	<b>-</b>	<b>61,733</b>
<b>Transfers between funds</b>		<b>(3,000)</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>(2,299)</b>	<b>-</b>	<b>2,299</b>	<b>-</b>	<b>-</b>
<b>OTHER RECOGNISED GAINS/(LOSSES)</b>											
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-	-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(2,966)</b>	<b>1,949</b>	<b>120,934</b>	<b>-</b>	<b>119,917</b>	<b>(558)</b>	<b>23,942</b>	<b>38,349</b>	<b>-</b>	<b>61,733</b>
<b>RECONCILIATION OF FUNDS</b>											
Total funds brought forward as originally stated		(19,286)	732,950	142,449	13,545	869,658	(4,207)	756,159	48,860	13,545	814,357
Prior year adjustment		1,741	775,085	5,688	-	782,514	(12,780)	727,934	60,928	-	776,082
Total funds brought forward as restated		(17,545)	1,508,035	148,137	13,545	1,652,172	(16,987)	1,484,093	109,788	13,545	1,590,439
<b>Total funds carried forward</b>		<b>(20,511)</b>	<b>1,509,984</b>	<b>269,071</b>	<b>13,545</b>	<b>1,772,089</b>	<b>(17,545)</b>	<b>1,508,035</b>	<b>148,137</b>	<b>13,545</b>	<b>1,652,172</b>

**HORLEY PAROCHIAL CHURCH COUNCIL**  
**BALANCE SHEET as at 31 December 2021**

		2021	2020
	Note	TOTAL FUNDS £	TOTAL FUNDS restated £
<b>FIXED ASSETS</b>			
Vicarages	5	1,350,000	1,350,000
Long term investments in R&S DCT A/cs	5	54,484	53,977
<b>TOTAL FIXED ASSETS</b>		<b>1,404,484</b>	<b>1,403,977</b>
<b>CURRENT ASSETS</b>			
Stock	6	800	800
Debtors	7	42,625	59,625
Short term deposits		1,426	1,426
Cash at bank and in hand		323,935	186,690
<b>TOTAL CURRENT ASSETS</b>		<b>368,786</b>	<b>248,541</b>
<b>LIABILITIES:</b>			
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	8	<b>(1,181)</b>	<b>(346)</b>
<b>NET CURRENT ASSETS</b>		<b>367,605</b>	<b>248,195</b>
<b>NET ASSETS</b>		<b>1,772,089</b>	<b>1,652,172</b>
<b>PARISH FUNDS</b>	9		
Unrestricted		(20,511)	(17,545)
Unrestricted Designated		1,509,984	1,508,035
Restricted Income		269,071	148,137
Restricted Endowment		13,545	13,545
<b>TOTAL FUNDS</b>		<b>1,772,089</b>	<b>1,652,172</b>

Approved on behalf of the Parochial Church Council on 15 August 2022 and signed on their behalf by:



**Rev Canon L Wells**  
**Parish Rector**

**Date: 15 August 2022**



**S Coe**  
**Treasurer**

## **HORLEY PAROCHIAL CHURCH COUNCIL**

### **NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

#### **1. ACCOUNTING POLICIES**

The Parochial Church Council of the Ecclesiastical Parish of Horley (also known as the Horley Parochial Church Council) is a charity registered in England and Wales (charity no. 1133767). Its principal address of business is: The Parish Office, St Bartholomew's Church, Church Road, Horley RH6 8AB.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011, Financial Reporting Standard 102 (FRS102) and the Charities' Statement of Recommended Practice, *Accounting and Reporting by Charities*, issued in 2016 and updated in 2019 (Charities SORP (FRS102)).

The charity meets the definition of a public benefit entity under FRS102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value, and vicarages which are shown at insured 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.

The financial statements have been presented in pounds sterling, rounded to the nearest £1.

##### **Going concern**

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern.

##### **Funds**

The unrestricted general fund may be used at the discretion of the PCC. The unrestricted designated funds comprise the unrestricted general funds for the three churches and other funds held for specific purposes as described in note 10 below.

Restricted Income funds comprise those for which the Rochester and Southwark Diocesan Church Trust acts as trustee or are held for other non-discretionary purposes.

Endowment funds comprise trusts given to the parish to provide income for its needs, but whose capital cannot normally be used.

##### **Income**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received.

Grants and legacies are accounted for when the PCC is legally entitled to the amounts due and it is probable that they will be received. Dividends and interest are accounted for when receivable.

All other income is recognised when it is probable that it will be received. All income is accounted for gross.

The churches depend on the services of volunteers for many of their activities. The PCC does not account for services donated by volunteers as their fair value cannot be measured reliably.

## **HORLEY PAROCHIAL CHURCH COUNCIL**

### **NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

#### **1. ACCOUNTING POLICIES (continued)**

##### **Expenditure**

All expenditure is accounted for when there is a binding or constructive obligation on the PCC. The primary purpose of the churches is not grant making. Monies given to individuals and other Christian organisations are not considered as grants. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

##### **Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with the Charities Act 2011. Such property is held for the purposes of housing clergy.

Therefore, even when parish clergy are not resident and rental income is obtained, the vicarages are not considered as investment properties.

They are held in a separate fund and rentals during vacancies will be used for repairs. During the year the basis of valuation changed from insured rebuild value to market value, in line with SORP 2015. A prior year adjustment was made to reflect this change in basis.

The estimated market value (including land) as at 31 December 2021 was £1,350,000 (2020 restated: £1,350,000). No depreciation is provided on vicarages.

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

##### **Investments**

Fixed asset investments represent grave trusts and the net proceeds from the sale of Albert Rooms. They are valued at market value as supplied by the Rochester and Southwark Diocesan Trust.

Short term deposits are placed with the Church Board of Finance and are available on demand. They are valued at the original deposit plus accrued interest less withdrawals.

Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals throughout the year and are shown as a component of net income.

##### **Stocks**

These represent a notional value of oil held in the tanks at St Bartholomew's.

##### **Debtors and Creditors**

Debtors are measured at the amount receivable less impairment. Creditors are recognised when the parish incurs a binding obligation and they are measured at amortised cost.

##### **Financial Instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**HORLEY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

**2 INCOME AND ENDOWMENTS FROM**

Note	2021					2020 restated				
	Unrestricted		Restricted		TOTAL FUNDS	Unrestricted		Restricted		TOTAL FUNDS
	General PCC	Designated Combined	Income	Endowment		General PCC	Designated Combined	Income	Endowment	
	£	£	£	£	£	£	£	£	£	£
<b>2a Donations and legacies</b>										
Bank transfer/envelopes	7,800	93,453	5,030	-	106,283	5,650	86,583	500	-	92,733
Income tax recovered	(2,004)	11,964	22,076	-	32,036	1,413	32,904	10,930	-	45,247
CAF giving/other giving	-	4,702	-	-	4,702	-	5,990	-	-	5,990
Cash and cheque collections	-	3,219	88,418	-	91,637	-	4,651	43,220	-	47,871
Grants	1,013	410	8,650	-	10,073	2,432	320	24,550	-	27,302
Legacies	-	-	-	-	-	-	-	-	-	-
Other donations	-	7,431	2,000	-	9,431	-	6,956	2,031	-	8,987
	<b>6,809</b>	<b>121,179</b>	<b>126,174</b>	<b>-</b>	<b>254,162</b>	<b>9,495</b>	<b>137,404</b>	<b>81,231</b>	<b>-</b>	<b>228,130</b>
<b>2b Charitable activities</b>										
Fees from Weddings and Funerals	-	14,480	1,727	-	16,207	-	19,137	-	-	19,137
Church hall lettings	-	36,880	-	-	36,880	-	18,245	-	-	18,245
	<b>-</b>	<b>51,360</b>	<b>1,727</b>	<b>-</b>	<b>53,087</b>	<b>-</b>	<b>37,382</b>	<b>-</b>	<b>-</b>	<b>37,382</b>
<b>2c Other trading activities</b>										
St Francis vicarage rent	-	-	-	-	-	-	4,198	-	-	4,198
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,198</b>	<b>-</b>	<b>-</b>	<b>4,198</b>
<b>2d Investments</b>										
Dividend/interest	46	22	395	-	463	32	112	157	-	301
	<b>46</b>	<b>22</b>	<b>395</b>	<b>-</b>	<b>463</b>	<b>32</b>	<b>112</b>	<b>157</b>	<b>-</b>	<b>301</b>
<b>2e Other</b>										
Insurance claims	-	-	-	-	-	-	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>6,855</b>	<b>172,561</b>	<b>128,296</b>	<b>-</b>	<b>307,712</b>	<b>9,527</b>	<b>179,096</b>	<b>81,388</b>	<b>-</b>	<b>270,011</b>

**HORLEY PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

**3 EXPENDITURE ON**

Note		2021					2020 restated				
		Unrestricted		Restricted		TOTAL FUNDS	Unrestricted		Restricted		TOTAL FUNDS
		General PCC	Designated Combined	Income	Endowment		General PCC	Designated Combined	Income	Endowment	
3a	<b>Raising funds</b>										
	Events	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
3b	<b>Charitable activities</b>										
	Diocesan PSF	-	64,874	-	-	64,874	-	63,481	-	-	63,481
	Diocese fees	-	8,875	-	-	8,875	-	6,579	-	-	6,579
	Clergy/readers/staff expenses	5,731	-	-	-	5,731	4,439	204	-	-	4,643
	Youthwork/children's ministry	-	-	-	-	-	-	110	-	-	110
	Outreach Projects	-	173	600	-	773	-	65	-	-	65
	Church running expenses	-	15,520	-	-	15,520	-	15,605	-	-	15,605
	Church maintenance	5	17,437	5,188	-	22,630	-	10,121	7,185	-	17,306
	Vicarages running costs	10,095	-	-	-	10,095	3,896	-	-	-	3,896
	Vicarages maintenance	-	8,274	-	-	8,274	-	24,781	-	-	24,781
	Sundries	650	675	-	-	1,325	830	518	-	-	1,348
	Upkeep of churchyard	-	-	4,581	-	4,581	-	-	11,202	-	11,202
	Church halls maintenance and running costs	-	18,991	-	-	18,991	-	8,863	12,312	-	21,175
	Staff salaries	12,053	-	-	-	12,053	11,643	-	-	-	11,643
	Equipment purchases	-	-	-	-	-	-	168	14,845	-	15,013
	Musicians/vergers fees	-	3,012	500	-	3,512	-	2,425	-	-	2,425
	Income from churches	(27,070)	27,070	-	-	-	(16,961)	16,961	-	-	-
	Printing/ stationery/office costs/publicity/fund raising	4,707	-	-	-	4,707	4,869	-	-	-	4,869
		6,171	164,901	10,869	-	181,941	8,716	149,881	45,544	-	204,141
3c	<b>Other</b>										
	Missionary/ charitable giving	650	5,711	-	-	6,361	(930)	5,273	-	-	4,343
		650	5,711	-	-	6,361	(930)	5,273	-	-	4,343
<b>TOTAL</b>		6,821	170,612	10,869	-	188,302	7,786	155,154	45,544	-	208,484

# **HORLEY PAROCHIAL CHURCH COUNCIL**

## **NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

### **5 FIXED ASSETS**

	<b>Vicarages</b>	<b>Listed Investments</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Opening balance at 1 January restated	1,350,000	53,977	<b>1,403,977</b>
Revaluation	-	507	<b>507</b>
Closing balance at 31 December	<b>1,350,000</b>	<b>54,484</b>	<b>1,404,484</b>

Due to the vicarages having been previously valued at insured rebuild value, a prior year adjustment was made to reflect the estimated market value at year end, obtained from an estate agent who carried out a marketing valuation as at 31 December 2021.

Listed investments comprise Church Board of Finance Deposit Funds valued at market value at year end.

### **6 STOCK**

Fuel oil stock has been estimated at £800 and included in unrestricted designated funds

### **7 DEBTORS**

	<b>2021</b>	<b>2020</b>
	<b>TOTAL FUNDS</b>	<b>TOTAL FUNDS</b>
	<b>£</b>	<b>£</b>
Sundry debtors	-	13,558
Income tax recoverable	<b>42,625</b>	46,067
Total	<b>42,625</b>	59,625

### **8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>TOTAL FUNDS</b>	<b>TOTAL FUNDS</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	<b>1,181</b>	346
Total	<b>1,181</b>	346

# **HORLEY PAROCHIAL CHURCH COUNCIL**

## **NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

### **9 NET ASSETS BY FUND**

	Unrestricted		Restricted		
	General PCC	Designated Combined	Income	Endowment	TOTAL FUNDS
	£	£	£	£	£
<b>2021</b>					
Fixed Assets	-	1,350,000	54,484	-	1,404,484
Endowments	-	-	-	13,545	13,545
Net current assets/(liabilities)	(20,511)	159,984	214,587	-	354,060
Fund balances	(20,511)	1,509,984	269,071	13,545	1,772,089
<b>2020</b>					
Fixed Assets	-	1,350,000	53,977	-	1,403,977
Endowments	-	-	-	13,545	13,545
Net current assets/(liabilities)	(17,545)	158,035	94,160	-	234,650
Fund balances	(17,545)	1,508,035	148,137	13,545	1,652,172

### **10 FUND DETAILS**

Designated combined funds include:

	St Barts	St Wilfrids	St Francis	Tower	Organ	Fabric	Vicarages Capital	Vicarages Repair	Other designated	Total
	£	£	£	£	£	£	£	£	£	£
<b>2021</b>										
Balance at 1 January	1,968	61,900	71,526	4,278	5,821	2,441	573,918	10,906	192	732,950
Prior year adjustment	4,691	(5,688)	-	-	-	-	776,082	-	-	775,085
Balance at 1 January as restated	6,659	56,212	71,526	4,278	5,821	2,441	1,350,000	10,906	192	1,508,035
Income	75,959	40,625	55,939	-	38	-	-	-	-	172,561
Expenditure	(73,247)	(30,698)	(58,193)	-	(200)	-	-	(8,274)	-	(170,612)
Balance at 30 June	9,371	66,139	69,272	4,278	5,659	2,441	1,350,000	2,632	192	1,509,984
<b>2020</b>										
Balance at 1 January as previously stated	44,720	45,371	47,027	4,278	6,723	2,441	573,918	31,489	192	756,159
Prior year adjustment	(52,148)	1,000	3,000	-	-	-	776,082	-	-	727,934
Balance at 1 January as restated	(7,428)	46,371	50,027	4,278	6,723	2,441	1,350,000	31,489	192	1,484,093
Income	67,951	42,964	63,945	-	38	-	-	4,198	-	179,096
Expenditure	(53,864)	(33,123)	(42,446)	-	(940)	-	-	(24,781)	-	(155,154)
Balance at 31 December	6,659	56,212	71,526	4,278	5,821	2,441	1,350,000	10,906	192	1,508,035



# HORLEY PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021

### 10 FUND DETAILS (continued)

Restricted income funds include:

2021	Crypto	St Bart's Boiler Fund	St Bart's Tower/Spire Phase 1	St Bart's Tower/Spire Phase 2	St Bart's Puppets	St Bart's Worship	St Bart's WNS	St Bart's Other	Parish Hall	Churchyard	St Wilfrids Roof Fund	St Bart's Equipment Grant	St Wilfrids	St Francis	Other restricted
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Balance at 1 January	3,187	18,429	63,192	-	1,035	939	71	1,102	50,817	-	1,000	-	-	-	2,677
Prior year adjustment	-	-	-	-	-	-	-	-	-	-	5,688	-	-	-	-
Balance at 1 January as restated	3,187	18,429	63,192	-	1,035	939	71	1,102	50,817	-	6,688	-	-	-	2,677
Income	-	-	75,524	40,000	-	-	-	2,000	-	9,072	-	1,000	-	-	700
Expenditure	-	-	(5,188)	-	(500)	-	-	-	-	(4,581)	-	-	-	-	(600)
Transfers	-	-	3,000	-	-	-	-	-	-	-	-	-	-	-	-
Investment (losses)/gains	111	-	-	-	-	-	-	-	26	370	-	-	-	-	-
Balance at 31 December	3,298	18,429	136,528	40,000	535	939	71	3,102	50,843	4,861	6,688	1,000	-	-	2,777

2020															
Balance at 1 January as previously stated	3,360	-	-	-	-	-	-	-	50,603	(12,780)	-	-	2,000	3,000	2,677
Prior year adjustment	-	17,804	16,352	-	1,035	15,784	71	1,102	-	12,780	1,000	-	(2,000)	(3,000)	-
Balance at 1 January as restated	3,360	17,804	16,352	-	1,035	15,784	71	1,102	50,603	-	1,000	-	-	-	2,677
Income	-	625	54,025	-	-	-	-	-	-	8,738	18,000	-	-	-	-
Expenditure	-	-	(7,185)	-	-	(14,845)	-	-	-	(11,202)	(12,312)	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	2,299	-	-	-	-	-
Investment (losses)/gains	(173)	-	-	-	-	-	-	-	214	165	-	-	-	-	-
Balance at 31 December	3,187	18,429	63,192	-	1,035	939	71	1,102	50,817	-	6,688	-	-	-	2,677

### Purposes of funds:

**Crypto Fund:** this represents funds held in Church of England listed investments.

**St Bart's Boiler Fund:** these represent donations over many years towards replacement boilers for St Barts.

**St Bart's Tower/Spire Fund Phase 1:** this comprises donations specifically towards the first phase of the urgent repair work required for the tower, roof and spire of St Barts.

**St Bart's Tower/Spire Fund Phase 2:** this comprises donations specifically towards the second phase of the urgent repair work required for the tower, roof and spire of St Barts.

**St Bart's Puppets Fund:** these represent donations given towards the Puppets ministry at St Barts.

**St Bart's Worship Fund:** these represent donations given towards the PA and sound equipment at St Bart's purchased in 2020.

**St Bart's WNS (Winter Night Shelter):** this represented donations given towards the Winter Night Shelter, a project run by a local charity, Renewed Hope, specifically for light and heat incurred in using St Bart's as one of the host locations.

**St Bart's Other:** these represent various other smaller appeals which are immaterial in size and have therefore been grouped together.

**Parish Hall Fund:** this represents proceeds realised on the sale of the Albert Rooms in Albert Road, Horley, and had been intended for constructing new Parish Rooms at St Barts. This is currently under discussion with the Diocese.

**Churchyard Fund:** this consisted of local Council grants given for the purpose of maintaining St Bart's churchyard and graveyard.

**St Wilfrid's Roof Fund:** this represented the balance of grants and donations used for the replacement of the heating system of St Wilfrid's Church in 2020 towards roof replacement, as agreed with the grantors. The prior year adjustment was made to reallocate these restricted grants and the cost of the heat originally recognised in St Wilf's Designated Combined Funds in error.

**St Wilfrids and St Francis Other Funds:** these comprised funds that had been allocated by the PCC rather than donations given for specific purposes at St Wilfrids and St Francis; therefore they were not restricted in nature.

**PCC Other:** these represent various other smaller appeals which are immaterial in size and have therefore been grouped together.

Endowment funds include:

2021 and 2020	Sampson £	Total £
Balance at 1 January	13,545	13,545
Balance at 31 December	13,545	13,545

## **HORLEY PAROCHIAL CHURCH COUNCIL**

### **NOTES TO THE FINANCIAL ACTIVITIES for the year ended 31 December 2021**

#### **11 RELATED PARTY TRANSACTIONS**

Other than expenses reimbursed to trustees as set out in notes 3 and 4, there were no related party disclosures which required disclosure. Donations from Trustees did not have conditions attached which would have required the PCC to significantly alter the nature of the Parish's activities.

#### **12 PRIOR YEAR ADJUSTMENT**

Prior year adjustments were made to reflect the market value of the vicarages previously recognised at insured rebuild value and to reallocate restricted grants and the cost of the heating system originally recognised in St Wilf's Designated Combined Funds in error.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Horley Parochial Church Council

I report to the trustees on my examination of the accounts of Horley PCC (the Trust) for the year ended 31 December 2021.

### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

### Independent examiner's statement


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

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

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

Janice Roberts FCCA

Horley  
Surrey



21 August 2022