

## **St Paul's Church, Dorking**

# **Annual Report and Financial Statements of the Parochial Church Council of the Ecclesiastical Parish of St Paul Dorking for the year ended 31<sup>st</sup> December 2022**

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**St Paul's Church  
St Paul's Road West  
Dorking RH4 2HT**

**Annual Report and Financial Statements  
of the Parochial Church Council  
of the Ecclesiastical Parish of St Paul Dorking  
for the year ended 31<sup>st</sup> December 2022**

**Staff Ministry Team**

Incumbent Vicar  
Curate  
Assistant Minister:

Permission to Officiate  
Children's and Youth Minister  
Licensed Lay Minister  
Licensed Lay Minister  
Worship Pastor  
Youth Pastor  
Ordinands

Intern

Rev Alex Cacouris May 2021 BA, BSc  
Rev Rebecca Heath-Taylor BA MA PGCE  
Rev Jenny Firth BMus, PGCE, DipHE, Dip Min  
(Permission to Officiate from November 2022)  
Rev Jeff Yelland CEng, DipHE, STETS  
Steve Henwood BA(Ed)  
Graham Everness BA, FIA, DipHE (TMM)  
Heather Goddard BA, DipHE (TMM), DipM  
Emily Lissaman BA, PGCE  
Andy Thompson MMus LRSM (to April 2022)  
Dawn Lucas (to June 2022)  
Karen Wheatley (from September 2022)  
Imogen Glass (until June 2022)

**Bankers**

HSBC Bank plc,  
18, North Street  
Leatherhead  
KT22 7AR

CAF Bank  
Kings Hill,  
West Malling  
ME19 4AT

**Independent Examiner**

Philip Longstaff FCA  
Ellis Atkins,  
Chartered Accountants  
The Atrium Business Centre,  
Curtis Road, Dorking RH4 1XA

**Architect**

Michael Staff RIBA AABC  
Nye Saunders Ltd, 3 Church Street, Godalming, Surrey.  
GU7 1EQ

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# **Structure, Governance and Management**

## **Constitution of the Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and was officially registered with the Charity Commission as “The Parochial Church Council of the Ecclesiastical Parish of St Paul Dorking” in January 2010. The members of the PCC are the charity’s trustees. Copies of the Annual Report and Financial Statement are held by the Secretary of the Diocesan Board of Finance and are also available upon written request to the PCC Secretary.

## **Aim and Purpose**

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the Incumbent in promoting, in the ecclesiastical parish and also (in support of the neighbouring churches) within the wider Mission Action Zone of Dorking, the whole mission of the Church (pastoral, evangelistic, social and ecumenical), for the public benefit.

## **Day-to-day management**

The day-to-day management of the parish is the responsibility of the Incumbent, although various functions are delegated to other individuals, including other members of the Staff Ministry Team, the Church Operations Manager and the Wardens.

## **Officers of the PCC**

*Chairman:* Rev Alex Cacouris  
*Vice-chairman:* Paul Studley  
*Secretary:* Caroline Rose  
*Treasurer:* Graham Everness  
*Electoral Roll Officer:* Joanna Cassidy

## **Membership of the PCC**

Members of the PCC (and trustees) are ex-officio, elected by the Annual Parochial Church Meeting (APCM), or elected or co-opted by the PCC in accordance with the Church Representation Rules. The members who served at any time from January 2022 until the date this report was approved are: Sarah Beasley, Catherine Barker (to January 2022), Annabel Blanch (to April 2022), Rev. Alex Cacouris, Catherine Carter-Shaw, David Charles (from April 2022), James Cox, Ruth Dunning, Graham Everness, Rev. Jenny Firth (to November 2022), Rev. Rebecca Heath-Taylor, Jackie Gardner, Heather Goddard, Steve Goddard, Steve Henwood, Jeremy Herbert, Maggie Hill, Emily Lissaman, Katie Mackay, Phil Mockler, Andrew Ruddy (from April 2022), Caroline Rose, Alison Studley, Paul Studley, Sue Swain-Fossey, Andy Thompson, Jamie Trezise (from April 2022), Karen Wheatley, Nick White, Julianne Williams.

## **Recruitment, induction and training**

Current PCC members and other members of the church are asked prayerfully to consider suitable candidates to join the PCC, preferably some time in advance of the APCM. Elected members of the PCC are appointed for a 3-year term, with one third completing their term of office each year. A term of office may be less than three years if a vacancy occurs due to a resignation of a lay member during their term of office.

The PCC supports any new member or officer who wants to attend training run by the Diocese, CPAS and other organisations.

## **Standing Committee**

The PCC Standing Committee meets regularly between PCC meetings and its principal functions are to ensure the effective, timely and wise stewardship, direction, decision-making and leadership of all the vision, governance ministry and activity of the church. This committee reports to the PCC at every meeting.

*PCC Standing Committee Members:*

Alex Cacouris (Vicar), Graham Everness (Treasurer), Paul Studley and Sarah Beasley (Churchwardens), Rebecca Heath-Taylor (Curate), Caroline Rose (Secretary).

## **Other Committees/Teams and Activities reporting to the PCC during 2022**

The Finance, Fabric, Deanery Synod, Health and Safety and Safeguarding teams submit reports to the PCC at each meeting. During 2022 the Nursery, Health and Safety, World Church, CYM, Social Justice ministries and the Community Go group made presentations.

## **Setting remuneration**

Where the PCC decides that a role should be remunerated, it determines an appropriate level of pay taking account of the time commitment and qualifications required, and the rates of pay for any roles that appear to be similar. Annual remuneration reviews take into account prevailing rates of inflation, the National Minimum Wage and the levels of pay increase granted by the Diocese.

# ***Objectives and Activities***

## **Objectives**

The PCC carries out a mixture of spiritual, legal, financial, pastoral and missionary functions.

The PCC provides overall governance of all that goes on at St. Paul's Church, providing a check and a balance on all matters (with the elected members intended to represent the breadth and variety of the congregation). Our goal is for the PCC to become more prayerful and supportive of all the activities concerned with implementing our vision. This is achieved by commissioning individuals and teams to focus on and implement key expressions of St. Paul's vision. Steered by the Standing Committee the PCC will receive regular reports and updates on the progress of all key aspects of our vision, ministry and activity to provide care, counsel, insight, direction and formal decision making.

When planning its activities for the year, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

Retaining our long term vision statement established in 2017' to be a 'Growing Community of Grace', our new Mission Action Plan 2021-23 was agreed by the PCC. Our current vision of 'Gather Grow Go', has been the focus of our activities.

## **Worship, Prayer and Teaching:**

**Services:** are held in the Church each Sunday morning at 9:00am and 10:30am. These are varied in style including Morning Prayer, Holy Communion, Morning Worship, services of baptism and, on the first Sunday of each month, a more informal "Café Church" format. Our Sunday evening service took its new form 'The Six' at the beginning of 2022. This service is a time of prayer, worship and an opportunity to go deeper with God. Services are also conducted in local residential homes for the elderly. We continued to offer online service provision throughout 2022, streaming our 9.00am service.

**Prayer Ministry:** Provision of weekly prayer ministry and encouraging prayer through regular, seasonal and occasional prayer events, initiatives and training. (*Leaders Nick and Maggie White*)

**Small Groups:** During the week a network of Small Groups meets, mostly in homes, some during the day and others in the evening. These groups generally follow the same termly teaching programme used in the morning services. All members of the church are encouraged to become part of a small group, which provides fellowship and support for members, as well as training in discipleship and mission to the world around us. We currently have 17 groups and aim to create more groups as more people step up to leadership, but would like to create more and therefore need more people to step up into leadership to enable this to happen. (*Leaders: Sylvia Yelland, Pam Appleton and Karen Wheatley*)

### **Pastoral Care**

A team of 8 qualified **Pastoral Listeners and Visitors** work with the staff ministry team to provide confidential pastoral support for the parish community. The team is coordinated by Anne Draper, and supervised by Estelle Earnshaw. The church continues to welcome people to train in the Pastoral Care ministry and the Diocese offers ongoing training and support. Marriage preparation, marriage, and parenting teenagers courses are also run.

**St Paul's Children and Youth** is the ministry for children and young people. Groups meet regularly on Sunday mornings, and the ministry also extends to mid-week groups, special events, schools' work and a holiday club. The Children's and Youth Ministry is coordinated by Steve Henwood, assisted by a loyal team of volunteers delivering an imaginative programme.

**Discipleship:** ALPHA, Community Outreach, Ukrainian cafe and support, Early Bird Cafe, SPOT, half term meals initiative, Leadership Training Programme, MoMENTum men's group, Nursery School, Young Parents Network

The **Church Office** provides administrative, secretarial and communications support, oversight of church buildings and liaison with the various church user groups:

Promoting and supporting partnerships with churches and organisations: Churches Together in Dorking, Deanery Synod, World Church partnerships.

In addition, individual church members participate in local community initiatives including Dorking Beatitudes, Besom, and the Dorking Area Foodbank.

Although some of the people who lead and help with the above activities are paid, the majority are not. Therefore, the Church relies heavily on the contributions of volunteers in carrying out its ministry and without such contributions would have to curtail a substantial proportion of its work.

### **Policy for Outward Giving**

The PCC has a policy for Outward Giving from the Church's resources which was last reviewed in 2011. 'Outward Giving' is defined as giving beyond St. Paul's Church, and as such includes within its scope and framework considerations of support for local initiatives beyond the immediate ministry of St. Paul's Church such as the Priory School Chaplaincy as well as activity overseas. A budget for Outward Giving is set by the PCC each year, based on income during the previous year. The World Church Team and Social Justice Ministry are responsible for making recommendations to the PCC on the use of this money.

# **Review of 2022**

## **Church Membership and Attendance**

The number of Church members on the Electoral Roll at the Annual Parochial Church Meeting in April 2022 was 309, compared with 298 in April 2021.

The average attendance in church for our morning Sunday services between January and December 2022 was 168. Our evening service attendance at 'The Six' has grown with an average of 31 attendees. We have continued to offer online service provision with livestreaming of the 9.00am service throughout 2022 and the 10.30 service until September 2022. The average number of unique views was 64 for the 9am and 26 for St Paul's Online.

In 2022 there were: 5 Thanksgiving services, 3 Baptisms, 1 wedding and 3 funerals.

*Caroline Rose PCC Secretary*

## **Annual Report of the Parochial Church Council (PCC)**

Strategy and Vision: In June 2022 the PCC met for their awayday. The focus of the day was our Mission Action Plan 2021-23. We have a vision to be "a growing community of grace", we have a mission to be "a church without walls", and we have some specific goals we are pursuing to achieve this as we "gather, grow and go".

In order to inform our planning we evaluated what progress had been made since 2021, considering what developments were going well and what needed rethinking. In addition we considered what changes there had been that may require us to change our priorities. Finally we considered, 'what are our unique values that underpin all that we do?'. From these discussions the MAP was updated for 2022-3.

The PCC held bi-monthly meetings throughout during 2022.

- Our agendas have included matters concerning strategy, governance and sharing of news from a variety of Ministries. Acknowledging the need for and importance of Prayer we now meet for prayer for 30 minutes to pray.
- An annual pattern of meetings and a structure for each meeting has been put in place this year, which enables a closer focus on each ministry once during the year and ensures all governance and operational issues are discussed at each meeting.
- Safeguarding, Health and Safety, Fabric and Buildings, Finance and Deanery teams report at each of our meetings and their annual reviews are included in this report document.
- In September, we agreed to a restructuring of some of our ministries. Evangelism, Discipleship, Worship, and Social Transformations (which includes Community Go, World Church, Social Justice and 'Eco' under its umbrella) form the main Ministry structure. These ministries, together with our Children's and Youth Ministry, whilst submitting an update each meeting, will (going forward) each make a presentation once a year.
- During 2022 the PCC received annual reports from Social Justice and World Church teams and detailed presentations from the Community Go, CYM, and Health and Safety teams. In November a detailed Finance presentation by the Treasurer to inform our discussions about an agreement on a Budget for 2023 was the focus of our meeting. Two presentations from the Church Nursery kept us up to date with educational, financial and staffing news.
- A detailed review of our Inclusion Policy was made and recommended updates made.
- A much needed upgrade of our Website was agreed by the PCC.
- Following decisions made by the PCC in 2021, the recruitment of a Senior Operations Manager (Kirsten Hughes-Hallett) and Parish Administrator (Jackie Goel) was concluded by March.

*Caroline Rose (PCC Secretary)*

## **2022 Report on Goods, Fabric and Estate**

The year saw us continue with the service and maintenance contracts which cover the major and more complex installations on the church estate – boilers, foul pumps etc. There was also essential maintenance and repairs on the wider church estate.

The anticipated increase in energy prices began to have an impact on church finances towards the end of the year and will continue into 2023 and beyond! Consequently, we have tried to be smarter in the use of the church throughout the colder months of 2022, always bearing in mind the lead-in time for the heating to make any real difference to the temperature in the church.

**Renewable energy** as a source to support the heating in the church is an issue for the future.

From an operational point of view there is no urgency to replace our boilers as they are only nine years old and the DAC expert advised waiting for technology to catch up before exploring possible replacements. In the context of alternative heat and energy sources the installation of solar panels still awaits a meeting with the Diocesan expert to give the benefit of his experience and knowledge. Early advice as regards practicality, functionality and viability is still unclear.

The church centre has largely been self-regulating, benefitting from the relatively new, well insulated and eco-friendly construction from 2014, although the increase in energy prices will affect the whole church.

The Fabric Committee, who meet quarterly, remain a group of willing and knowledgeable volunteers who give their time and advice to address some of the practical maintenance issues which arise. The remedial work itemised in the statutory Electrical Installation Condition Report (EICR) survey conducted throughout the church in 2021 was undertaken in summer 2022 and the statutory certificate received. The next one is due in five years. In addition, new emergency lighting was installed in the main church to replace the defunct system. All of the work recommended in the 2019 Quinquennial Inspection (QI) has been carried out with one exception: the stone repairs/replacements to damaged copings around the Church as identified in the report. Although not urgent, the report recommended that this work should be undertaken within five years, i.e. before 2024!

**Wider church estate:** General maintenance of the wider church estate has been carried out including the reduction of the large hedge which fronts on to 7 South Terrace, new shower fitted and water leakage issues resolved in the School House Flat, and a new patio approved and budgeted for 6 Falkland Road.

Ongoing: the overall formal ownership of the SHF is being investigated by the School and the Diocese.

**6 Falkland Road:** The original funding for the acquisition of 6FR was made possible under a Value-Linked Loan – a purchasing scheme created by the Church Commissioners which enabled St Paul's to 'purchase' 6FR in 1989. Thirty-four years on the continued ramifications of this are under investigation!

*Paul Studley (Churchwarden)*

## **Dorking Deanery Synod**

*Area Dean:* Peter Nevins    *Lay Chair:* Graham Everness.

The 4 representatives from St Paul's elected in 2020 have provided an important link between the parish and the wider structures in the Church. The focus in the Spring on how our Churches are responding to 'opening up' after COVID closure concluded that although church service attendance was still less than in 2019 there was a renewed energy and commitment in all our churches. Discussions about regathering and reorganising after Covid and a whole evening devoted to prayer in October, sharing with one another the prayer life of our churches, demonstrated the value to all of the benefits of meeting together.

Two new incumbents: Kia Pakenham (Abinger and Coldharbour) and Tim Armstrong (Westcott) were welcomed to the Deanery.

Education: Academisation of The Priory School. Informed by presentations given by the Diocesan Director of Education, the Headteacher of The Priory and the CEO of Enlighten Learning Trust, the Deanery Synod confirmed their support for the Governors of The Priory School to begin a process of due diligence with a view to joining the Enlighten Learning Trust.

The Synod welcomed the appointment of Rob Stephens as Chaplain at Priory School.

*Caroline Rose (Deanery Synod representative)*

## **St Paul's Church Nursery School 2022**

.....still outstanding – our staff are amazing. With their unique brand of fun, play and education, 26 children a day enjoy our Ofsted outstanding setting.

.....still full – so many of the local community families choose our nursery and for the most part of the year we operate at full capacity. We are delighted that many families return as their children become 2+ and start their education with us.

.....still financially viable – just about! With grateful thanks to the Church for their support and with some significant donations this year from our families, we have been able to refresh our outside play equipment.

.....still in need of prayer:

- for wisdom for Alex and the Management Committee;
- for health and safety for Jacque our Headteacher, the staff, the children and their families;
- for the significant challenges that surround the financial provision for Early Years;
- for the growing links between the Church and Nursery communities.

As I step down from being the Chair of the nursery after 4 years, I would like to thank those who serve on the Management Committee for all their wisdom and support – I wouldn't have survived without you!

*Ali Studley, Chair (2019 – 2022)*

## **Annual Report on Safeguarding of Children & Vulnerable Adults 2022**

Jamie Trezise has taken on the role of PSO for children and young people. Jackie Goel in the position of parish administrator has taken on some of the administration regarding DBS checks. We have taken a proactive approach to safeguarding awareness this year, with time given on Safeguarding Sunday to explore the importance of safeguarding, as well as PSOs attending meetings of CYM and home group leaders, encouraging good safeguarding practice.

**Safeguarding Advisory Group:** Parish Safeguarding Officer (Children/Youth): Jamie Trezise, Parish Safeguarding Officer (Vulnerable Adults): Penelope Arnold, Churchwarden: Sarah Beasley, Children's & Youth Minister: Steve Henwood, Vicar: Alex Cacouris. Steve Goddard remains a member of the group in an advisory capacity (training and policy) as he has a great deal of experience with safeguarding compliance in his work with Tearfund.

This group has met 4 times this year.

During the past year, the following issues have been addressed:

- The training that is required for those in different roles within the church: We have followed diocesan guidelines and suggested that all those who are home group or activity leaders complete the raising awareness of domestic abuse training, to ensure that as a church we take a proactive role on this matter.
- We have made good progress with the safeguarding dashboard this year, completing 62% of level two. The matters outstanding have a strategy to help us move forward, and we are confident that this will be completed in the next year.
- Discussions have been had with the new Diocesan Safeguarding Advisor, Jackie Broadfoot, in regards to how we report concerns to the diocese, making sure that we have a good and positive working relationship.

**2022-2023 Concerns Raised:** Since the last report, we have had one safeguarding concern regarding a young person. This matter has been followed up and is not ongoing.

**Annual Policies for adoption by PCC:** The PCC Safeguarding Statement, Parish Safeguarding Responsibilities, Policy Statement for the Safeguarding of Children and Vulnerable Adults, and PCC Endorsed Church Activities are approved by the PCC.

*Jamie Trezise, Parish Safeguarding Officer for children and young people*



## **GDPR Report**

During the last year, the following actions have been taken:

- a livestream consent form is in place, and has been distributed to those people who regularly appear on the platform, with consent records held on Churchsuite;
- the parish data audit consisting of all documents, spreadsheets, and IT systems containing personal data, has been updated, and reviews are ongoing;
- the purpose and benefits of GDPR are regularly promoted across the congregation, and the church continues to operate robust processes to ensure the organisation is GDPR compliant.

*Steve Goddard*

## **Financial review**

### **PCC Treasurer's Report**

#### **Introduction**

After the Covid-related 'abnormality' of 2020 and 2021, the year 2022 was much closer to 'normal'. And from a financial perspective, it had a very encouraging outcome – with the General Fund (our best measure of day-to-day income and expenditure) showing a small gain (almost £2,000) for the year.

This was despite the fact that we had started the year with a potential £45k budget shortfall. However, helped by a 'Stewardship' initiative around June, the Church's income was about £25k higher than originally allowed for, and overall expenditure came out about £20k below budget. The most significant contribution to the reduced expenditure was lower staffing costs (most notably as a result of the Youth Pastor post not being re-filled after Andy left in April), but careful cost management also played its part, including in minimising the impact of the vast hike in energy prices (with utility bills being £7k less than expected on the basis of historical usage).

Consequently, we entered 2023 with approximately the same level of reserves as that with which we began 2022 (a level which is well above the amount provided for in our 'reserves policy'). However, with an expected return to higher staffing costs and high levels of general price inflation, expenditure is estimated to rise by around £20k compared with 2022. Taken alongside a noticeable reduction in income which we have experienced in the first couple of months of 2023, this means that our finances remain under ongoing pressure, which we will need to address within the next 12 months.

If you would like further information on this report, or to discuss anything else relating to church finance or giving to the church, please contact the Treasurer.

#### **Overview**

Total income for the year was £476k (2021: £431k). Unrestricted income, which in particular excludes the Nursery, was £386k (2021: £357k), with the increase here being almost entirely attributable to increased voluntary giving.

Total expenditure for the year was £492k (2021: £475k). Unrestricted expenditure, which excludes building depreciation as well as expenditure by the Nursery, was £368k (2021: also £368k).

The balance of our unrestricted funds now stands at £173k (2021: £156k). Within that the balance of the General Fund (the one used for our regular ongoing income and expenditure) stands at £113k (2021: £111k).

## **Further Details for Other Funds**

### **Quinquennial Repairs Fund**

This fund covers expenditure on the church buildings and grounds in response to the Quinquennial Inspection report. The balance of the Quinquennial Fund has increased by £6.3k to £29.0k during 2022, with £10k having been transferred from the General Fund and £3.7k spent.

### **Equipment Fund**

This is to fund major investments in and/or renewal of technical equipment. In 2022, £5k was transferred from the General Fund to this fund, which at the end of the year stood at £13.9k, comprising £13.2k of cash in the bank and £0.7k of fixed assets (net of depreciation).

### **Provisions Fund**

This fund temporarily holds money which has been budgeted to be spent in one year but the expenditure has been carried forward to the following year. At the end of 2022, the money carried forward covers £1,581 for charitable giving, £1,800 for a redesign of the church's website, and £3,750 for maintenance work at 6 Falkland Road.

### **Restricted Funds**

#### **Building Fund**

There continues to be a single loan of £10k outstanding, which is due for repayment by 2024. The fund value was written down by £42.5k in 2022 in accordance with the pre-set depreciation schedule.

#### **Nursery Fund**

Income exceeded expenditure by £5.1k in 2022, so that at the end of the year the Nursery's overall funds had risen to £32.8k.

*Graham Everness (PCC Treasurer)*

## **Managing our Finances at St Paul's Church**

At St Paul's Church the PCC sets a budget each year to support the various areas of ministry with which we believe God has called us to be engaged, here in Dorking and further afield. The total (General Fund) budget agreed at the start of the year for 2023 is £392,000. The Treasurer and Finance Team manage the overall finances of the church on behalf of the PCC.

### **- The budget setting process**

To help manage our finances and to empower those leading the different ministries and activities of the church, the PCC delegates its authority to spend money to several individuals. A benefit of devolved budget responsibility is that the budget holders should be best-placed to know the link between what we are spending and their particular areas of ministry. During the autumn, in consultation with their teams, these budget holders consider the resources they need in order to realise and develop their ministries in line with our Mission Action Plan. After individual budget requests have been gathered together, the PCC reviews the whole picture and prayerfully sets priorities for the year ahead.

### **- Day to day budget management**

Once the budget has been set by the PCC, budget holders are authorised to spend up to a given amount for specific purposes.

### **- Who can spend the Church's money?**

The PCC is accountable to The Charity Commission for how the church's money is used. Nobody may spend the church's money without first being authorised by the PCC (a responsibility which may be delegated to the PCC's Standing Committee or in turn to the Treasurer). In accordance with good practice, all payments by cheque or via the BACS system require two authorised signatories to approve them.

**- What do I do if I need to buy something for the Church?**

If you need to spend money on behalf of the church, please obtain approval beforehand. To help with knowing who should give this approval, a list of budget holders is available on the website, from the Church Office or from the Finance Team. Please contact the relevant budget holder in advance.

To reclaim money that has been spent on behalf of the church, please complete the expense claim form on the ExpensePlus system, uploading the relevant receipts (and seeking help from the Finance Team if needed). Payments will be made via BACS direct to a bank account.

**Reserves policy**

The PCC, as a body which should fundamentally operate through faith in God's provision, does not consider it appropriate stewardship to hold large reserves without any specific plans as to what they would be used for. However, it does consider it prudent to retain a reserve to meet sudden extra costs (such as an unanticipated repair bill) and/or to smooth out short-term differences between income and expenditure.

Therefore, in addition to holding designated funds for specific purposes such as the major quinquennial maintenance review, the PCC's objective is to retain a General Fund reserve of a minimum of £25,000. If the General Fund reserve exceeds £50,000, the PCC will consider how it will use the excess. If the General Fund reserve is below £25,000, the PCC will consider how to manage this shortfall.

**Risk policy**

In setting an annual budget, the PCC has considered financial risks in relation to its ongoing income and its expenditure commitments. The risk to income is managed through a periodic focus on financial giving to the church as part of its members' stewardship, in conjunction with ongoing publicity about operational costs, budgets and the funding of opportunities for new initiatives. Risks in relation to expenditure are managed through budgetary control and accountability, with the regular review of costs and the operation of procurement procedures to secure best value. The PCC Policy on Remuneration & Payments ensures that we use volunteers wherever practicable, thus limiting the number and associated cost of employed staff. Performance against both income and expenditure budgets is reviewed monthly with further investigation or action taken where necessary.

In addition, in 2017 the Finance Team, on behalf of the PCC, undertook an assessment of internal financial controls against the best practice guidance advised by the Charity Commission (CC8). The recommendations from this have been considered by the PCC and actions taken where necessary to tighten processes in line with the guidance.

Approved by the Parochial Church Council on 22 May 2023 and signed on its behalf by:

Revd Alex Cacouris (Chair)



Graham Everness (Hon. Treasurer)



## Financial Statements

### Statement of Financial Activities for the year ended 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
<b>Income and Endowments</b>					
Donations, grants and legacies	2a	359,926	7,177	367,102	336,379
Investment income	2b	11,194	-	11,194	10,580
Church activities	2c	9,855	1,028	10,882	7,130
Other trading activities	2d	4,871	-	4,871	3,066
Nursery School	3	-	81,807	81,807	73,883
<b>Total</b>		<b>385,845</b>	<b>90,011</b>	<b>475,856</b>	<b>431,038</b>
<b>Expenditure</b>					
Charitable giving	4	38,314	1,667	39,981	41,695
Church activities	5	218,402	2,913	221,316	251,867
Church management and administration	6	91,209	-	91,209	54,885
Expenditure on the church	7	20,242	42,453	62,695	62,299
Nursery School	3	-	76,685	76,685	64,001
<b>Total</b>		<b>368,167</b>	<b>123,719</b>	<b>491,886</b>	<b>474,747</b>
<b>Net income/(expenditure)</b>		<b>17,678</b>	<b>(33,708)</b>	<b>(16,030)</b>	<b>(43,709)</b>
Transfers between funds	2e	130	(130)	-	-
<b>Net movement in funds</b>		<b>17,808</b>	<b>(33,838)</b>	<b>(16,030)</b>	<b>(43,709)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		155,748	2,022,565	2,178,313	2,222,022
Net incoming resources		17,808	(33,838)	(16,030)	(43,709)
Total funds carried forward		173,556	1,988,727	2,162,283	2,178,313

## **Balance Sheet as at 31 December 2022**

	<b>Note</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>Fixed assets</b>	<b>9</b>		
Church equipment		740	2,516
Church centre		1,962,119	2,004,572
Nursery equipment		249	996
Property		148,500	148,500
		<b>2,111,608</b>	<b>2,156,584</b>
<b>Current assets</b>			
Debtors and prepayments	<b>10</b>	7,476	12,314
Cash at bank and in hand		221,931	183,035
		<b>229,407</b>	<b>195,349</b>
<b>Creditors: Amounts falling due within one year</b>	<b>11a</b>		
Other current liabilities		20,231	15,121
		<b>20,231</b>	<b>15,121</b>
<b>Net current assets</b>		<b>209,176</b>	<b>180,229</b>
<b>Total assets less current liabilities</b>		<b>2,320,784</b>	<b>2,336,813</b>
<b>Creditors: Amounts falling due after more than one year</b>	<b>11b</b>		
Loans		10,000	10,000
Church Commissioners		148,500	148,500
		<b>158,500</b>	<b>158,500</b>
<b>Total Net Assets</b>	<b>12</b>	<b>2,162,284</b>	<b>2,178,313</b>
<b>Represented by Funds</b>	<b>12</b>		
<b>Unrestricted funds:</b>			
General fund		113,149	111,397
<b>Designated funds:</b>			
Quinquennial fund		28,985	22,687
Provisions		7,131	1,217
Equipment Renewal		13,931	10,787
Legacy Projects		569	569
World Church		9,091	9,091
Pastoral		700	-
<b>Restricted funds</b>			
Buildings		1,952,119	1,994,572
Nursery		32,756	27,634
Eco		472	129
Community Action		523	-
Dorking Deanery Synod		1,134	-
SPOT		874	-
Ukraine Support		850	-
Agency		-	230
<b>Total funds</b>		<b>2,162,284</b>	<b>2,178,313</b>

Approved by the Parochial Church Council on 22 May 2023 and signed on its behalf by:

  
**Alex Cacouris (Chair)**

  
**Graham Everness (Treasurer)**

The notes on pages 14 to 23 form part of these accounts.

## **Notes to the financial statements for the year ended 31 December 2022**

### **1. Accounting policies**

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, the Charities SORP (FRS 102) Accounting and Reporting by Charities (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts 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 or those that are informal gatherings of church members.

#### ***Funds***

- **Unrestricted** funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Some of these funds are nevertheless designated for a particular purpose by the PCC and held separately from the General Fund.
- **Restricted** funds are those that were given for a specific purpose and cannot be used for any other purpose without specific permission from the donor.

#### ***Income***

- All income is recognised in the Statement of Financial Activities once the PCC has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.
- Government grants are recognised when the PCC is notified of entitlement, and all conditions have been satisfied.

#### ***Expenditure***

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC
- The diocesan parish share is accounted for when paid.
- Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Expenditure includes attributable VAT which cannot be recovered.

#### ***Fixed assets***

- Consecrated and beneficed property of any kind is excluded from the accounts by the Charities Act 2011.
- Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. There is insufficient cost information available to show their value in these accounts.
- All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £1,000, or on the repair of movable church furnishings is written off.
- Equipment used within the church premises is depreciated on a straight line basis over 4 years (except equipment in the Nursery Fund, which is over 2 years). Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.
- The church centre is depreciated on a straight line basis over 50 years (note: from 2020, previously depreciated over 100 years). Kitchen equipment is depreciated on a straight line basis over 10 years.

#### ***Volunteers***

- The PCC is very reliant on volunteers to carry out many of its activities. The monetary value of their contribution is not included in the accounts, but the Annual Report provides details of the role of volunteers and the extent of their activities.

## 2. Income and Endowments

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>2a) Donations and legacies</b>				
Donations	282,571	-	282,571	273,311
Gift Aid	62,059	150	62,209	54,893
Church collections and sundry donations	14,374	4,151	18,524	8,174
Legacies	-	-	0	0
Grants received	922	2,876	3,798	0
	<b>359,926</b>	<b>7,177</b>	<b>367,102</b>	<b>336,379</b>

<b>2b) Investment income</b>				
Rent	9,900	-	9,900	9,900
Dividends	689	-	689	667
Interest received	606	-	606	14
	<b>11,194</b>	<b>0</b>	<b>11,194</b>	<b>10,580</b>

<b>2c) Income from church activities</b>				
Fees	725	-	725	2,196
Events Income	5,486	-	5,486	4,033
Early Bird café	789	-	789	324
Children & Youth Ministry income	2,855	-	2,855	577
SPOT income	-	1,028	1,028	-
	<b>9,855</b>	<b>1,028</b>	<b>10,882</b>	<b>7,130</b>

<b>2d) Other trading activities</b>				
Lettings	4,871	-	4,871	3,066
	<b>4,871</b>	<b>-</b>	<b>4,871</b>	<b>3,066</b>

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>2e) Transfers between funds</b>				
From Agency Fund to General Fund	230	(230)	-	-
From Buildings Fund to General Fund	400	(400)	-	-
From General Fund to Ukraine Support Fund	(500)	500	-	-
	<b>130</b>	<b>(130)</b>	<b>-</b>	<b>-</b>

### 3. St Paul's Church Nursery School

The financial results of St Paul's Church Nursery School are consolidated into the Statement of Financial Activities for the PCC, and the full accounts are shown below.

<b>Statement of Financial Activities</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Income</b>		
Fees	18,952	16,973
Subsidised Fees	1,144	228
Early Years Funding Entitlement	57,242	53,083
Discretionary Funding	—	-
Deposits Reclaimed	110	110
Fundraising	1,233	2,389
Donations	3,065	1,100
Bank Interest	61	
	<b>81,807</b>	<b>73,883</b>
<b>Expenditure</b>		
Staff Costs	64,897	57,678
Pensions	799	766
Training & Recruitment	1,440	245
General Maintenance Costs	-	
Contribution towards use of Church room	—	-
Classroom resources	1,264	1,102
Depreciation	747	500
Stationery & Administration	1,035	819
Insurance	725	797
Charges	68	-
Fund Raising	626	687
Subsidised places	1,144	228
Other	3,940	1,179
	<b>76,685</b>	<b>64,001</b>
<b>Net income/(expenditure)</b>	<b>5,122</b>	<b>9,882</b>
<b>Balance Sheet</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Assets</b>		
Bank current accounts and cash	38,121	29,329
Tangible assets	249	996
Fee debtors	423	-
<b>Total assets</b>	<b>38,793</b>	<b>30,325</b>
<b>Liabilities</b>		
Fee deposit creditors	5,872	2,420
Other creditors	166	270
<b>Total liabilities</b>	<b>6,037</b>	<b>2,690</b>
<b>Net Assets</b>	<b>32,756</b>	<b>27,634</b>
<b>Represented by funds:</b>		
General Fund	12,717	9,659
Project Fund	2,120	1,913
Capital Sinking Fund	2,000	
Salary Cover Reserves	15,000	15,000
Subsidised Places Fund (restricted)	919	1,063
<b>Total funds</b>	<b>32,756</b>	<b>27,634</b>



## 4. Charitable giving

Amounts were given as follows:

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Outreach support</b>				
Oasis India	4,600	-	4,600	5,100
Juan Carlos & Penny Marces (Peru)	4,600	-	4,600	5,000
Stuart & Jenny O	3,450	-	3,450	3,375
Hand in Hand (New Hope Orphanage, Kenya)	4,600	-	4,600	5,125
France Mission Trust	4,600	-	4,600	5,125
Open Doors	4,600	-	4,600	4,500
Bin Twinning	-	-	-	900
Dave Bookless A Rocha UK (CMS)	2,300	-	2,300	2,250
Khongsais A Rocha UK (CMS)	1,719	-	1,719	2,250
Christian Aid Ukraine Appeal	500	-	500	-
Beatitudes (Dorking)	1,200	-	1,200	1,200
Besom (Dorking)	2,600	-	2,600	2,600
CAP (Mole Valley)	2,400	-	2,400	2,400
Dorking Foodbank	1,000	-	1,000	1,000
Priory School Chaplaincy	145	1567	1,712	275
Grant to Ukraine hosts		100	100	
Tearfund Afghanistan Appeal	-	-	-	595
<b>Total grants</b>	<b>38,314</b>	<b>1,667</b>	<b>39,981</b>	<b>41,695</b>

*Note: the £1567 paid from Restricted Funds for the Priory School Chaplaincy was contributions received from other churches in the Deanery*

## 5. Church Activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Ministry costs</b>				
Parish share	122,769	-	122,769	120,046
Vicar's expenses	1,579	-	1,579	1,088
Vicarage running costs	1,488	-	1,488	10,916
Associate Vicar diocesan recharge+expenses	-	-	-	14,770
Associate Vicar housing	-	-	-	10,636
Curate expenses	-	-	-	45
Vacancy costs	-	-	-	1,377
Children & Youth Minister salary+expenses	27,350	-	27,350	26,218
Children & Youth Minister pension costs	1,072	-	1,072	1,041
6 Falkland Road house costs	667	-	667	5,300
6 Falkland Road mortgage interest	12,207	-	12,207	11,355
6 Falkland Road council tax	2,558	-	2,558	2,455
Worship Pastor salary+expenses	16,046	-	16,046	12,525
Worship Pastor pension costs	640	-	640	844
Youth Pastor salary+expenses	4,322	-	4,322	11,730
Youth Pastor pension costs	169	-	169	469
Ordinand expenses	-	-	-	-
Non-Stipendiary Minister expenses	57	-	57	45
Ordained Local Minister expenses	-	-	-	45
	<b>190,924</b>	<b>-</b>	<b>190,924</b>	<b>230,904</b>
<b>Worship and Services</b>				
Visiting speaker expenses	100	-	100	-
Regular service resources	741	-	741	421
Café church	787	-	787	268
Other special service resources	1,409	-	1,409	699
Community outreach resources	1,069	227	1,296	562
Technical resources for worship	500	-	500	480
Music, including musicians' pay	6,439	-	6,439	6,333
	<b>11,045</b>	<b>227</b>	<b>11,272</b>	<b>8,763</b>
<b>Training and discipleship</b>				
Subscriptions	825	-	825	683
Books	-	-	-	-
Children's & Youth Ministry	6,469	-	6,469	4,798
Alpha	366	-	366	303
Gifts	312	-	312	360
Soul Survivor	675	-	675	-
Training and development	2,774	-	2,774	1,656
Mission Bursaries	-	-	-	-
Eco Church	-	2,533	2,533	390
Other Events	4,748	153	4,902	3,832
Worship Team	265	-	265	180
	<b>16,433</b>	<b>2,686</b>	<b>19,120</b>	<b>12,200</b>
<b>Total activities related to church work</b>	<b>218,402</b>	<b>2,913</b>	<b>221,316</b>	<b>251,867</b>

## 6. Church management and administration

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>6a) Central services</b>				
Office staff pay and expenses	36,081	-	36,081	21,855
Office staff pension costs	1,115	-	1,115	-
Church utilities	27,961	-	27,961	13,448
Church & Centre cleaning	3,365	-	3,365	3,518
Verger	20	-	20	-
Facilities Manager	-	-	-	-
Caretaker	3,353	-	3,353	4,013
Photocopier costs	1,749	-	1,749	1,648
IT support including website	1,332	-	1,332	1,810
Telephone	501	-	501	466
Stationery & Office materials	632	-	632	182
Postage	-	-	-	-
Tea & Coffee	1,769	-	1,769	892
Early Bird café expenditure	48	-	48	-
Cleaning Materials	1,714	-	1,714	685
Costs of School House flat	4,243	-	4,243	-
	<b>83,882</b>	<b>-</b>	<b>83,882</b>	<b>48,516</b>
<b>6b) Other operational costs</b>				
Church insurance	4,559	-	4,559	4,407
Bank interest and charges paid	227	-	227	(468)
Independent Examiner's Fee	2,540	-	2,540	2,430
	<b>7,326</b>	<b>-</b>	<b>7,326</b>	<b>6,369</b>
<b>Total management and administration</b>	<b>91,209</b>	<b>-</b>	<b>91,209</b>	<b>54,885</b>

## 7. Expenditure on the church

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Repairs and routine maintenance	12,930	-	12,930	10,636
Quinquennial Repairs	3,702	-	3,702	6,870
Equipment	1,834	-	1,834	824
Depreciation	1,776	42,453	44,229	43,969
	<b>20,242</b>	<b>42,453</b>	<b>62,695</b>	<b>62,299</b>

## 8. Staff Costs

	<b>Total 2022</b>	<b>Total 2021</b>
	£	£
Wages and salaries	147,642	134,592
Social security costs	844	869
Other pension costs	3,796	3,120
	<b>152,282</b>	<b>138,582</b>

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

	<b>2022</b>	<b>2021</b>
Staff - church activities	5	6
Staff - nursery school	7	7
	<b>12</b>	<b>13</b>

The staff costs above include both church and church nursery staff. A grant of £1,265 was received in 2021 under the government's Job Retention Scheme.

There were no employees whose emoluments amounted to over £60,000 in the year.

The trustees consider the aggregate employment benefits of the key management personnel to be nil (2021:Nil)

## 9. Tangible fixed assets

	<b>Nursery</b>	<b>Church Centre</b>	<b>Equipment</b>	<b>Property</b>	<b>Total</b>
<b>Cost</b>	£	£	£	£	£
At 1 Jan 2022	1,496	2,209,120	156,969	148,500	2,516,087
Additions	-	-	-	-	-
At 31 Dec 2022	1,496	2,209,120	156,969	148,500	2,516,087
<b>Depreciation</b>					
At 1 Jan 2022	500	204,546	154,454	-	359,499
Charge for year	747	42,453	1,776	-	44,976
At 31 Dec 2022	1,247	246,999	156,230	-	404,475
<b>Net book value</b>					
At 1 Jan 2022	996	2,004,575	2,516	148,500	2,156,588
<b>At 31 Dec 2022</b>	<b>249</b>	<b>1,962,122</b>	<b>740</b>	<b>148,500</b>	<b>2,111,612</b>

'Property' is the house at 6 Falkland Road (from May 2010 occupied by the Children's & Youth Minister). This was purchased on 16 August 1989 with a value linked loan from the Church Commissioners, shown under "Creditors: amounts falling due after more than one year". All income and expenditure is accounted for in the Statement of Financial Activities.

## 10. Debtors and prepayments

	2022	2021
	£	£
Sundry debtors	493	923
Gift Aid recoverable	4,407	11,392
Nursery debtors	423	-
Prepayments	2,154	-
	<u>7,476</u>	<u>12,314</u>

## 11. Liabilities

	2022	2021
	£	£
<b>11a) Amounts falling due within one year</b>		
Other taxes and social security	-	-
Independent Examiner's fee	2,520	2,500
Nursery creditors	6,037	2,691
Deferred income	951	-
Agency collections	82	1,602
Accruals	10,641	8,328
	<u>20,231</u>	<u>15,121</u>
<b>11b) Amounts falling due after more than one year</b>		
Church Commissioners	148,500	148,500
Other loans	10,000	10,000
	<u>158,500</u>	<u>158,500</u>

The long term loan from the Church Commissioners is the mortgage on 6 Falkland Road, which is secured on the property.

The other loan is unsecured. It is repayable in 2024.

## 12. Analysis of Net Assets by Fund

The fund balances are as follows:

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed assets	149,240	1,962,368	2,111,608	2,156,584
Current assets	187,033	42,374	229,407	195,349
Liabilities	(162,716)	(16,015)	(178,731)	(173,621)
Fund balance	173,556	1,988,728	2,162,284	2,178,313

The movements and balances on the unrestricted funds, General and Designated, are as follows:

	1 Jan 2022 £	Incoming £	Net Transfers £	Outgoing £	31 Dec 2022 £
General Fund	111,397	384,625	(21,001)	(361,872)	113,149
Quinquennial	22,687	-	10,000	(3,702)	28,985
Provisions	1,217	-	6,131	(217)	7,131
Equipment Renewal	10,787	40	5,000	(1,896)	13,931
Legacy Projects	569	-	-	-	569
Youth Ministry	-	100	-	(100)	-
World Church	9,091	-	-	-	9,091
Pastoral	-	1,080	-	(380)	700
Total unrestricted	155,748	385,845	130	(368,167)	173,556

The movements and balances on the restricted funds are as follows:

	1 Jan 2022 £	Incoming £	Net Transfers £	Outgoing £	31 Dec 2022 £
Nursery	27,634	81,807	-	(76,685)	32,755
Building Fund	1,994,572	400	(400)	(42,453)	1,952,119
Eco	129	2,876	-	(2,533)	472
Community Action	-	750	-	(227)	523
Dorking Deanery Synod	-	2,701	-	(1,567)	1,134
SPOT St Pauls 0 to 2s	-	1,028	-	(153)	874
Ukraine Support	-	450	500	(100)	850
Agency	230	-	(230)	-	-
Total restricted	2,022,565	90,011	(130)	(123,719)	1,988,727

Fund details:

Quinquennial - fund to cover repairs identified in quinquennial inspection (last undertaken in 2019)

Equipment - fund to cover renewal of significant technical equipment

Youth Ministry - fund for spending on activities relating to young people

World Church - fund to support engagement with mission partners

Pastoral - fund available for use by Vicar for discretionary pastoral purposes

Building - originally created for the management of funds for the construction of the new church centre (opened in 2014). Now represents the net book value of the building (including kitchen equipment) and the one outstanding loan.

## 13. Associated charities

### 13a) Field legacy

John William Field, who died in 1914, bequeathed to the church a sum of money which today is invested in 463 CBF (Central Board of Finance) Investment Fund shares valued on 31/12/2022 at £9,566. The dividends from these shares are held in a CBF Church of England deposit account or paid into the main church bank account, and may be applied at the discretion of the Churchwardens to any of the following:

- \* the maintenance and repair of the fabric of the church,
- \* the expenses of the Services therein, and
- \* the support and maintenance of the church's Sunday School.

Name of Charity	St Paul's Churchwardens Field Legacy Account
Trustees	The Churchwardens
Bank	Central Board of Finance
Income received	2022: £285 (2021: £275)

### 13b) Hyde bequest

In his will of October 1974, Mr A R Hyde bequeathed the income from £500 for the "general purposes of the Parish Church of St Paul". Currently the capital is invested in 658 CBF Investment Fund units valued at 31/12/2022 at £13,595 (31/12/2021: £15,409, a decrease during the year of £1,814) held by Guildford Diocesan Board of Finance. The income is paid into the main church bank account and is applied by the PCC. The bequest requires that the PCC maintain permanently in good and seemly condition the grave Number 1607 in Plot 29 in the Reigate Road Cemetery at Dorking including the surrounds thereof and renovate from time to time and in good time all lettering thereon.

Name of Charity	Hyde Bequest
Income received	2022: £404 (2021: £391)

## 14. Trustee remuneration, expenses and donations

No members of the PCC are remunerated for their role as trustees. The following members of the PCC received remuneration in respect of employment by the PCC in specific roles during 2022 as follows:

	Salary (£)	Pension contributions (£)	Housing costs (£)
Steve Henwood (Children's & Youth Minister)	26,801	1,072	15,432
Emily Lissaman (Worship Pastor)	15,796	640	-
Andy Thompson (Youth Pastor)	4,316	169	-
Sue Swain-Fossey (Operations Manager)	1,365	-	-

The PCC purchased a dishwasher (£399) for the Vicarage, contributed £1,089 towards the upkeep of the Vicarage garden, and paid a total of £565 for the Vicar and his wife and the Curate to attend New Wine.

A total of £1105 was paid to or on behalf of trustees or their spouses for their travelling, training or similar expenses (with none of this amount relating to their role as trustees).

Any other payments made to trustees or their close family were to reimburse them for goods purchased on the church's behalf.

During their terms of office as trustees in 2022, PCC members and their spouses in aggregate donated a total of £54,700 to the church (not including the Gift Aid recovered by or on behalf of the PCC). None of this amount was donated for a restricted purpose.

## **Independent Examiner's report to the Members of The Parochial Church Council of the Ecclesiastical Parish of St. Paul Dorking**

I report to the members on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Paul Dorking for the year ended 31st December 2022.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

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

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 accordance with section 130 of the Act; or
2. the accounts did 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.



P D Longstaff FCA  
Institute of Chartered Accountants in England and Wales

Date: 8<sup>th</sup> June 2023