

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

England & Wales - Charity number 1133971

Details

Other names	PCC OF ST NICOLAS
Status	Registered
Legal form	Previously excepted
Registered	2010-02-02
Register	View on the Charity Commission register

Contact

Address	St. Nicolas Church The Parish Office Bury Street Guildford GU2 4AW
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Activities

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

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Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Area of benefit: UNDEFINED. IN PRACTICE, LOCAL
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£280,683	£344,636	-	-
2023-12-31	£247,705	£251,813	-	-
2022-12-31	£225,267	£209,064	-	-
2021-12-31	£182,280	£221,705	-	-
2020-12-31	£431,368	£238,071	-	-

Trustees

Name	Role	Appointed
Andrew Rustell		2016-03-13
Caroline Coleman		2022-04-03
Catherine Anderson		2015-03-22
Darrol Radley		2017-04-02
David John Sharpin		2024-03-17
David Richard Greenwood		2020-10-18
Donald Alan Thompson		2023-03-26
Dr CATHERINE MARY FAITH FERGUSON		2024-03-17
Hilary Jean Fletcher		2023-03-26
Jill Sandham		2024-03-17
Jonathan Neil-Smith		2023-03-26
Josephine Radley		2016-03-13
Lloyd Clifford Dunkley		2024-03-17
Nicola Anne Geraghty		2025-04-06
PHILIP MATTHEW SIMON HOOPER		
Philip Timothy Thomas		2022-04-03
Rev Neil Charles Roberts		2021-09-07
Steven Reeds		2023-03-26

Accounts



ANNUAL CHURCH MEETING APCM 2025

SUNDAY 6th APRIL



Agenda

Annual Parochial Church Meeting

PART I

1. Apologies for absence.
2. Rector

PART 2 : THE ELECTION OF CHURCHWARDENS

All who live in the parish or who are on the Church Electoral Roll are eligible to vote for Churchwardens.

3. To confirm Minutes of the meeting held on 17th March 2024
4. To elect two churchwardens.

PART 3 : ANNUAL PAROCHIAL CHURCH MEETING

All who are on the Church Electoral Roll are eligible to vote for the PCC. In their report the Churchwardens have referred to the fabric of the church and any matters they wish to bring to your attention as they are formally required to do. Before you come to the meeting please read the reports below about different facets of our church life.

5. To confirm Minutes of the meeting held on 17th March 2024
6. Matters arising from last year's meeting
7. To receive the reports
8. Finance
 - i To thank the PCC Finance Advisory Committee for their overview and advice
 - ii To receive the Treasurer's presentation of the examined accounts
 - iii To formally adopt the accounts
 - iv To appoint an Independent Examiner
9. Elections to the PCC (conducted by the Churchwardens)
10. Election to Deanery Synod (conducted by the Churchwardens)
10. To receive the names of Sides-people (names to be read out by a Churchwarden)
11. Any other business
12. The date proposed for next year's Annual Meeting is 22nd March 2026.

Parochial Church Council

Members of the PCC are elected for a three-year term of office. The two churchwardens are elected at the APCM annually. Deanery Synod members are elected every three years and are ex-officio members of the PCC. All PCC officers are elected at the first PCC meeting after the APCM.

The Rector is chair of the PCC. A deputy chair is elected at the first meeting after the APCM and is usually one of the Churchwardens. The Parish Administrator also plays a large part in the management of our church life, carrying out many of the requests and decisions of the PCC.

CREW undertake any work between PCC meetings, as directed by them and to maintain the diary, consider the work of the Pastoral Support Group and the operational activities of the church. CREW consists of the Rector, the Curate, Occasional Preacher, Wardens, Deputy Warden, a member of the PCC and the Administrator who clerks the meeting.

Events March 2024 to April 2025

During the past year, the PCC has met on 6 occasions. The following topics comprised the main business of the PCC meetings:

- The work of the Mission Action Planning and Stewardship Groups
- The work of the Mission Enabler
- Projects including reordering of the chancel, lighting the tower and a welcome desk
- Finances
- School including governors for St Nicolas' School
- Purchase of the Makin organ
- Safeguarding, particularly training
- Review of PCC policies and regular update of Electoral Roll.
- Regular updates from Deanery Synod.
- Support of projects and good causes.

Rector's report

I often quote my old friend from College, now Bishop of Lagos mainland, Nigeria, that 'it takes a village to raise a child and that the child helps teach the village'. This community approach to learning and leading is precisely the model to follow. At St Nicolas I believe that we come close to those virtues and that vision of learning together, for we are, as part of the Body of Christ - the mystical reality of the Church - the children of God and brother and sister to one another. As brothers and sisters we look out for each other - we see the good, render to no one evil for evil, we build up rather than look to tear strips off one another - in short, we live as the body of Christ. That takes, as Blessed Paul reminds us in scripture, a collaborative approach and that collaboration, that dedication, is what I see day in, day out, in the live streaming of our services, Tuesday Group, Cafe Play, Toastie Tuesdays, Messy Church, the visiting group, Good Grief club, Friday lunches, Beer and Banter, Fizz and Friends, Junior Church, Walsingham Cell, Curry and Qs., Beavers - the list goes on. All of these things require the goodwill, time and talents of a core group of people and the larger group of volunteers and I thank God for you all in willing to offer so much of yourselves to this community. It is a vision of the Kingdom of God and as Saints in that kingdom we should not be bashful in celebrating our very nature. Special thanks must go, of course, to my Wardens, Deputy Warden and Warden Emeritus and to Cath whose ownership of the Tardis can be the only explanation for all the things she finds time to fit into her days and nights.

At the heart of St Nicolas is our worship - it defines us and reflects our priorities and love of God. My thanks to Donald for taking the role of Head Server and to the serving team who seem to be growing in number by the week. To our Organist, Rick, and the Foundation Singers as well as our growing group of congregational singers. It is a joy to see both music groups now having a role in leading worship. As a reflection of the time and priority we

give to our church building, I am grateful too, to the Mission and Stewardship groups who have worked as subcommittees of the PCC over the year to produce some thoughts and who have also actioned some plans to refresh how best to use the space we are given and the money and offerings to make that possible. I am particularly indebted to David Greenwood and to Jill Sandham who have worked tirelessly in the past three months in particular, but also to the rest of the group who have spent time on the reports.

Of course the church beyond the walls is where we are sent and should be our dual focus - not just Sundays! At the end of each Eucharist we are minded to go 'to love and serve the Lord' and so I am grateful for all the work that happens in the week here and beyond the walls and much of which is down to Nicky, our Mission Enabler. Her tireless enthusiasm and creativity is a real blessing - and to all the leaders who work alongside her as well as running the growing number of groups listed above.

Our school continues to evolve and our new Headteacher, Stina, really enjoyed seeing what we mean by School in Church as we walked our children from their classrooms to their church and here we celebrated Candlemass. We processed around the church, led by candles, singing 'Ave, Ave, Ave Maria' as we processed to Our Lady. It brought a few tears to some leaders' eyes! Most recently, I 'ashed' the children for the beginning of Lent and watching their expressions as I said the words, 'Remember that you are a child of God and loved'. It is perhaps, one of the most poignant days in the school year. We recently had our SIAMS inspection and the outcomes were very good indeed. Both the Director of Education and I were very pleased with the final report. Our School will make its way into Enlighten Learning Trust this year, please God, and the Board of Governors will cease to be as they are now, and replaced within the larger family of Christian schools, with the local board.

Our Romanian congregation continues to be with us and having lost our dear Fr Adrian who now rests in his native soil, we await the appointment of the next priest.

We continue to welcome Ordinands on placement - Luke, Jan, Janet and Ivan this year.

Fr Alistair has one more year with us and will start looking for his first appointment from November and to move by summer 2026 - tempus fugit!

In my Annual Reports for 2023 and 2024 I stated that our financial position remains somewhat complex. That remains the case. I laid the ground for focussing our attention on giving and began conversations about particular contributions. I called it a soft take-off. Following this, Phil, as Deputy Warden has taken responsibility for the Planned Giving work and together with David Greenwood and Patrick as Treasurer, we have started to focus upon our financial giving. Early indications are that this is going to be a marathon rather than a sprint! We need to ensure that we keep on keeping on in this regard if we are to maintain the work that has begun. It is a shared endeavour and a shared responsibility and as we have learnt during our Lent course, it is the vocation we all share as the priesthood of all believers. We will, I am sure, in the next year, be able to see any changes to giving and it is then, most likely at the next APCM, that we shall have to cut our cloth as things cannot be the same next year, I am afraid. I am, as ever, grateful to Iain Ferguson, David Coom, Patrick and Darrol who make up the Finance Committee together with Peter our Warden Emeritus on the DGT who all give freely of their expertise and time in not only ensuring we are financially stable but are savvy with money which sits in the common purse. There is much to be excited by in terms of our numerical growth and the depth of commitment which makes St Nicolas a special place, a jewel of great price and in the end, it is in God's hands of course, but the answer to our prayers he has already given and it's in our pockets.

The national picture of the CofE this year has been somewhat turbulent with the unprecedented resignation of an Archbishop of Canterbury. Whatever the details - and none of us can pretend to master them all - the issue of Safeguarding was and remains central. Our own Diocesan and most particularly, parish safeguarding staff and procedures are excellent. This is in no small part to the experience and professional approach of Jo and Jill. Their wisdom and record keeping, their ensuring that all of our provision is holy and safe is a real blessing to us all and I want to thank them here, for the record. As the year rolls by we shall, no doubt, hear much about General Synod's debates in regard to Human Sexuality, prayers for same sex couples and the small matter of the next Archbishop. At various meetings as Area Dean I am often asked how the mood of the deanery is. I always say the same thing:

the CofE is the local church and if we can gather anything from recent turbulence it is that the parish is the heart of the established church and that means you and me. We are the face of Christ to our neighbours - we are the village and it is up to you and to me to wear that lightly - to do justly, love mercy and walk humbly with God. If our local picture is anything to go by, the future is very much in God's hands and our pockets.

Fr Neil

Churchwardens' report

Fabric report

JANUARY	Lightning Conductor Test Replacement socket fitted in Hall
FEBRUARY	PTZ camera fixed - circuit breaker tripped Push/Pull handles fitted to Centre doors Centre automatic door repaired Kitchen shutters repaired Radiator valve repaired in St George's Chapel Quire Altar resited and Altar Rails removed Adjustments made to Sound desk to improve sound output
MARCH	Tubes replaced in Parish Centre New portable Altar and priests chairs delivered PAT Testing carried out
APRIL	Quinquennial inspection carried out
MAY	Hoppers and Gutters cleared
JUNE	Shelves erected for new organ speakers Church piano tuned
JULY	Selected spotlights upgraded to LED
AUGUST	Silver birch tree on Millmead pruned Centre windows cleaned Section of raised floor tiles in Centre repaired
SEPTEMBER	Emergency lighting installed in tower and disabled toilet Boilers serviced Makin Digital organ installed Hall piano tuned
OCTOBER	New organ "voiced" New electrical sockets fitted in chancel Church boiler 2 repaired Hall floor cleaned and sealed
NOVEMBER	Church piano tuned 2nd phase of spot lamp upgrade to LED Burco boiler in kitchen repaired
DECEMBER	Fire extinguishers & blankets serviced Underfloor heating in Atrium investigated for fault

I always start this report by reading the log book records to remind myself what has been undertaken in the church and centre over the past year. As you can see it is mainly routine repairs and maintenance, however, you will note there are also some significant milestones.

In February the quire altar was resited after approximately 65 years dominating the chancel. We are pleased that after much discussion and deliberation we were able to retain the altar in the church and rename it the Altar of the Holy Cross. In case you hadn't noticed, it is now at the west end of the Lady chapel aisle and is used by our Romanian friends as a permanent corner for their use when they are not using the main church.

The chancel rails were also removed and these two actions have made a significant difference to the way in which the church and particularly the chancel can be used. This has been remarked upon by a number of our visiting choirs and groups, which together with the new chairs, great acoustics and beauty of the church makes us an attractive venue for both amateur and small professional groups.

We still need to address the tiled floor in the chancel and this will be progressed with new designs in conjunction with our architect in the course of this year.

The new altar and priest chairs give Fr Neil the flexibility to use the church space flexibly and imaginatively when appropriate whilst being very easy to reset to a standard layout. Indeed there have been a number of occasions when we have had our service in a curved or completely round configuration only for it to be reset in a matter of 15 minutes for the Romanians to have their service in their preferred setting.

The quinquennial inspection was carried out in April. This was the last piece of work that Michael Staff ARB AABC, our architect for the last 25 or so years, completed for us before his retirement. I am pleased to report that there are no major issues to be addressed, mainly routine maintenance to be carried out in specific areas over the next 3 to 5 years.

In February this year the PCC approved the appointment of a new architect from the same practise, Nye Saunders, His name is Adam Hieke. Adam is a highly respected architect and has extensive experience in church architecture and maintenance; we look forward to working with him in the future.

In July you will note that some of our lighting in the church was upgraded to LED lighting and fittings replaced where necessary. This is the first stage of our plan to upgrade all of the lighting in the church and parish centre to LED. This not only will significantly reduce our carbon footprint but will also save us a significant amount of money through reduced electricity bills. We are in the process of seeking a grant from SCC to complete this process.

In September our new Makin digital organ was delivered and installed. Whilst there are still some teething problems that Rick is addressing with the manufacturer, it has been great to be able to have a reliable and impressive instrument to accompany our worship.

Our focus for this year is to tidy up the Narthex and progress plans for improving facilities in the church for visitors and all the many groups from the church and community that use our facilities.

Our centre is used extensively through the week and we have a number of regular hirers with a diverse range of activities; Flamenco dancing, Historical Society, Salsa dancing, Life drawing and Guildford Theatre Group to name just a few, whilst the number of choirs etc that are using the church is also growing.

Andy Anderson, Patrick Andrew and I ran the Cards for Good Causes pop up shop again this year and we would like to thank you all for purchasing cards and gifts. Whilst our sales were down by 8% in total, this was a better result than we expected in what is a challenging commercial environment and a declining market. We are lucky to have a solid base of regular customers who come from all over the borough to shop with us. This also contributes to church funds through a small licensing fee that the CFGC organisation pay us to cover our costs. We are indebted to the 30 dedicated volunteers who help us each year.

We added Lloyd Dunkley to the streaming team this last year. Lloyd has been a great addition to the team and I would like to thank him and of course Andy Anderson for their continued dedication to providing this important mission activity for those who cannot worship in person.

I would like to thank my fellow Churchwarden Hilary, who is a joy to work with and Phil Thomas as Deputy Churchwarden, along with Peter Oldroyd who covers some of my duties whilst Jo and I are away.

Fr Neil has mentioned Cath and her extraordinary capacity to get things done and I would like to add the thanks of the church wardens and all of the congregation for the superb work she does on our behalf.

Finally Hilary and I would like to thank everyone who gets involved, whether a little or a lot, this is essential to making St Nicolas a welcome and supportive community.

Darrol Radley

Mission Enabler Report

Junior Church

Our children's group that runs alongside the 10am service is run by Cath and myself on alternating weeks, supported by parent helpers. The children engage well with the crafts, story and games on offer and we have built lovely relationships with these families. The church has seen an increase in families with younger children recently as we have quite a few babies and toddlers in our services for whom Junior Church is not particularly suitable, so I am interested in starting a creche in the near future.

Toastie Tuesdays

In January we started our monthly Junior youth group, Toastie Tuesdays for school years 3-6. The children come and play all sorts of games, such as board games, computer games, parachute games and even hide and seek! We also have table tennis, table football and a craft table. The tuck shop is very popular and the church always smells like delicious toasties afterwards! The group grew steadily over the year with up to 25 children attending each month. We have a wonderful team, Fr Alistair, Jo, Lloyd, Pauline, Jana, Holly and Mia who have embraced the chaos beautifully, a huge thank you to all of you. We would also like to say a huge thank you to those who supported us financially in getting the group started so that we could have our Nintendo Switch. This group has been a great way for children to relax in a safe space, gain a little independence and grow in confidence, make new friends and explore our beautiful church.

Cafe Play

Our Wednesday morning baby and toddler group regularly entertains around 12-15 children and their grownups each week. The children enjoy a good selection of toys, healthy snacks during story time and singing to finish, whilst parents/carers are able to relax, catch up and enjoy the refreshments. We have a lovely team of volunteers who help support this group, a particular thanks to Carrie, Laura and Jana who do an amazing job at Cafe Play. I often receive positive feedback from parents about how welcoming and friendly this group is and there is a wonderful, supportive community of parents who attend.

Messy Church

Messy Church continues to be a joint event between St Nics and GURC (Guildford United Reformed Church), alternating location between the 2 churches. The numbers of attendees have continued to increase and we regularly see up to 100 adults and children in attendance each month. I would like to thank our Messy Church team, which is made up of volunteers from St Nics and GURC, especially Pauline, Jo, Cath and Lloyd from St Nics. I am hoping to plan a Messy Church session soon to focus on the way we worship at St Nicolas, and one for how we worship at GURC. If anyone would like to help me plan and deliver the St Nicolas session I would be very keen to hear from you.

Holiday Club

The annual summer holiday club at the end of July, held at GURC, saw over 70 children in attendance. The event was fully booked early on and we had to create more spaces to make room for those on our waiting list, even then we still had more people wishing to book! The theme this year was video games, although there wasn't a single actual games console in sight! Holiday Club requires an enormous team of volunteers and we are so grateful to all of them for their hard work and enthusiasm to make this event work.

Pizzas@8

Our youth group for young people aged 11-17, meets monthly at GURC. The group has grown in the past 12 months and the young people are keen to meet more regularly. We hope to create a youth bible study group to start in September in order to cater for more of our young people and to allow them to meet more regularly.

Christmas

At Christmas, like last year, our Christmas Eve Christingle services were sold out and we enjoyed a joint service at St Nics with GURC and lots of children dressed up to help tell the story of the nativity. We also tried something new, a joint travelling nativity service from GURC to St Nics with a real donkey and actors. Thank you so much to everyone who got involved, we had wonderful feedback and are looking forward to this year's recreation!

Fizz and Friends

It became apparent to me that there was a need for a space where women could gather and socialise, a bit like Beer and Banter. So we began a termly meet up in the church with an optional craft and this has been well received. The group is for any women over the age of 18.

Nicky Geraghty

Music

Though erroneously attributed to St Augustine, the aphorism "He who sings prays twice" is true. Our choir sings to the glory of God, praising Him vicariously on behalf of the parish, and leading the congregation in the sung portions of our corporate worship. They help to bring a glimpse of heaven to earth, and lift earth up to heaven.

Darrol Radley, Philip Thomas, and Alasdair Terkatz-Cameron, all from the congregation, have sung, with the choir as their personal schedule have permitted: This year Alison Underhay Ward, Ruth Vanni, Sarah Marsh, Kate Lowe, Paula Juden, Stephen Petch, Daniel Mahoney, Nick MacMahon, and Chris Pearce have been professional voices in the Foundation Singers giving a strong and polished nucleus, though rarely all at the same service. We are grateful for the way they use their talents and appreciate their loyalty, dedication, and hard work..

Especially memorable were the Easter Triduum, the Advent and Christmas season services, and various Red Letter days throughout the year, often when strings, brass or woodwinds added additional richness. Installed last autumn, the new digital organ both enables the choir in their work and adds another dimension to our services until such time as the 1876 Fr Willis organ is rebuilt.

Rick Erickson

Stewardship

I took over Planned Giving from David Sharpin on 4 April 2024 and would like to thank David for his work on this important subject.

Planned giving showed a very modest increase compared to last year providing £56,000 to the church funds.

The Stewardship Group (which includes the Planned Giving Officer (PGO)) initiated a scheme to try to increase Planned Giving by 25% year on year for the next 3 years to try to meet our shortfall against Parish Share and so not have to rely on other means (bequests etc.) of meeting the difference. This was an ambitious target by any measure and whilst this percentage has not been achieved we have as a result have a promise of an additional £2000 per year. This is a small but very positive start and we thank all those who have reviewed their commitment and found additional funds to support us.

Not everyone has felt able to increase their giving and this is understandable, however, if this is because you just have not got around to it please do give this some consideration. Whilst 25% sounds like a huge amount, remember that if you are giving £5.00 a week we are suggesting you increase your amount by just £1.25 to £6.25. If you are already giving all you can afford, then that is wonderful and greatly appreciated.

There are a number of ways to give to the church:

1. By giving through the Parish Giving Scheme (PGS) (<https://www.parishgiving.org.uk/home/>) and paying by Direct Debit which takes your monthly contribution, automatically accrues all donations monthly, and pays it directly into the Church Parish Giving account. This has several benefits, not least is it is automatic, it

reclaims Gift Aid from HMRC and passes it on to us. Donors can choose to allow their donation to increase each year by an inflationary figure based on the Retail Price Index. This scheme also allows one-off gifts which can also be gift aided and all donations can be anonymous to the church if preferred.

2. By Standing Order into the Planned Giving Account at our bank. If you are a tax payer and sign a gift aid form we can then claim Gift Aid from the HMRC which adds an additional 25%.
3. Envelopes. We still have this facility, though few people use it now for regular weekly giving as most people find it easier to use PGS or a standing order. This is a more time consuming process for the church to handle and would like to be able to phase it out in due course.
4. Make a donation using the card reader at the back of church. A quick and simple method of contributing.

The Stewardship Group led by David Greenwood is actively looking at different methods of raising funds and other ways of contributing to the life of St Nicolas.

It is a worrying fact that the contribution per head in our church is half of what the average is across all the other churches in the Diocese and whilst this can be rationalised in some respects it is clearly our individual responsibility to consider whether we can do more for our church community financially.

There is a new leaflet available at the back of the church explaining where the money goes and what you can do to support us.

Thank you to all those of you that do contribute generously.

Philip Thomas, Planned Giving Officer

Safeguarding

Jo Radley has continued in her role as Parish Safeguarding Officer (PSO) throughout the year and to the present. At the PCC meeting on 16 th July 2024 Jill Sandham was appointed as co-PSO; Jill and Jo work collaboratively and carry joint responsibility for safeguarding children and adults in the parish. Jo has past experience in teaching children with special needs, and for many years as PSO at St Nic's; Jill is a social worker, with past experience as a Diocesan Safeguarding Adviser for adults and children, and developing Church of England policies, guidance and training. Cath Anderson as Parish Administrator manages applications for Disclosure and Barring Service disclosures and training records as required.

We have continued to respond promptly to concerns and allegations of abuse raised, following Church of England, Diocesan and Parish policies and guidance, and with the advice and support of the Diocesan Safeguarding Team. This year there have been two referrals; in both cases procedures have been followed in consultation with the Diocesan Safeguarding Team, incidents recorded and victims supported.

We use the Parish Dashboard to monitor and review our adherence to policies, procedures and practices, including policy review, activity risk assessments, safer recruitment and training. All sections are either up to date or work in progress.

The PSOs report to each PCC meeting; both are currently members of the PCC. In addition we have set up a Safeguarding Team comprising the Rector, both Churchwardens and both PSOs, which meets quarterly to ensure good communication and commitment to safeguarding and clarification of boundaries of confidentiality in all we do.

We have set up a new system for recording referrals, which uses a standardised referral form and is stored in a secure platform, with access limited to the two PSOs and the Rector. Both PSOs have St Nic's email addresses, and safeguardingteam@saintnics.com reaches both of them simultaneously.

We have promoted safeguarding as fundamental to our faith, and part of pastoral care for one another, through a notice board in the Narthex and a paragraph in each Pews News.

Jill is a member of the Pastoral Support Group, to ensure attention to safeguarding in pastoral visiting. The Good Grief Club, with its evident meeting of need, has been adopted by the PCC as a St Nic's activity; this embeds and

ensures good practice and protection for its leaders and members alike.

We continue to work towards a safe and healthy culture through making safeguarding everyone's responsibility in how we care for one another.

Jo Radley & Jill Sandham, Parish Safeguarding Officers

Deanery Synod

The Deanery Leadership Team (DLT) changed early last year as we lost the Rev'd. Alex Russell as our Deputy Area Dean and then welcomed her successor, the Rev'd. Timothy Clifford-Hill. Tim is approachable and enthusiastic about the work and role of Deanery Synod and is a very welcome addition to the team. Part of the way through last year St. Nicolas' lost Linda Sharpin as one of our Deanery Synod Representatives and we would like to extend our thanks to her for her service as a member of Synod. This has created a vacancy and if any member of St. Nicolas' is interested in standing for Deanery Synod, please find yourself a proposer and a seconder and sign the form that will be put out prior to the APCM meeting.

Guildford Deanery Synod has met three times since the last APCM meeting.

On 24th April Guildford Deanery Synod welcomed Alastair Etheridge to talk about the Diocese's Youth Catalyst Project, helping "to equip churches, youth ministries and young people to grow a generation of missionary disciples who live out and proclaim the gospel without fear" and we heard from some of the young people taking part about their positive experiences of participating in this important programme.

On 31st July the focus agenda item was the Local Ministry Programme (LMP), led by Matthew Grove from the Diocese's LMP Team.

On 15th January Deanery Synod met again to hear a focus agenda talk about the CofE's NetZero Initiative, led by Alison Moulden, the Diocesan Environmental Officer. At this meeting the Deanery also voted to appoint Jill Sandham as the new Deanery Secretary (our thanks to Jill for taking this on) and adopting the CofE's Model Rules for Standing Orders for a Deanery Synod document as the interim Standing Orders for Guildford Deanery Synod, pending the introduction of revised model rules by Church House London's Legal Team.

Future meetings during 2025 are planned for the 30th April, at which the focus agenda item will be Caleb Stream, led by Bishop Peter Hancock; and for the 10th September, when we will be hearing about Living in Love and Faith from three of our General Synod Representatives.

Andrew Rustell, Deputy Lay Chair

St Nicolas' Infant School

Dear Members of St. Nicolas Church,

We are excited to share with you some of the highlights of our year so far, filled with special events, moments of reflection, learning, and community engagement. Our school continues to thrive through a combination of rich educational experiences and deep spiritual connections that support our children's holistic growth.

Pause Days for Reflection and Spiritual Connection

Throughout the year, we have dedicated several Pause Days, where our children have the opportunity to reflect, deepen their learning, and strengthen their spiritual connection to the world around them. These days are a powerful way to engage the children in meaningful moments of pause and reflection, and we are thrilled to have had the following Pause Days:

Black History Month Pause Day: We explored and celebrated the rich heritage of Black history, helping children understand the importance of diversity, equality, and respect for all cultures.

Anti-Racism Pause Day: This was an important day where we encouraged the children to reflect on the value of kindness, inclusion, and standing up against racism.

Easter Pause Day: Reflecting on the significance of Easter, the children were encouraged to think about renewal,

hope, and compassion.

Harvest Pause Day: Exploring and reflecting on the theme of every good thing comes from God. Linking this with Saint Nicolas as a role model for giving.

Advent Pause Day: During Advent, we paused to reflect on the anticipation of Christmas and the messages of peace and goodwill that come with the season.

Parent Workshops

We continue to hold a variety of workshops throughout the year to support our families in their children's educational journeys. Topics have included reading, writing, and nutrition, providing valuable information and strategies for parents to help nurture their child's development both at home and school. These workshops foster a strong partnership between the school and families, ensuring the best outcomes for every child.

Special Visits and Experiences

To bring learning to life, we've been fortunate to welcome some wonderful guests and experiences to school:

The Fire Service: The children learned about fire safety, how to stay safe, and had the exciting opportunity to meet real firefighters.

Mobile Farm: A fantastic hands-on experience where the children were able to interact with a variety of animals, deepening their understanding of nature and caring for animals.

Musician Visit: A wonderful session where the children explored different instruments, sparking their interest in music and rhythm.

These visits are not only educational but also provide memorable experiences that the children will carry with them.

Special Services at St. Nicolas Church

One of the highlights of our school year has been the special services held at St. Nicolas Church, where we gather as a community to worship and celebrate key moments in the Christian calendar. Our children and parents truly look forward to these events:

Harvest Service: A special time where the children came together to appreciate the beauty of our world and what it provides for us.

Christmas Service: A joyful celebration of the birth of Jesus, filled with music, a wonderful nativity play performed by the children, and the spirit of Christmas.

Candlemas Service: A time to reflect on the light of Christ and the message of hope. The children walked around the church space singing Ave Maria and considered the message from the priest telling Mary that her child was special, the chosen one.

Easter Service: A celebration of resurrection and renewal, where we come together to reflect on the Easter story. The children will be singing a special song focusing on hope, which is our focus value for this term.

These services allow our children and families to come together as one community, reinforcing the importance of faith and connection.

Pupil Progress

It has been truly remarkable to witness the incredible progress that the children have made over the months. We are always amazed by their enthusiasm for learning, their growing independence, and the way they engage with new concepts and challenges. The progress they make is a testament to their hard work and the dedication of our staff in providing a nurturing and inspiring learning environment.

We are grateful for the continued partnership with St. Nicolas Church, and we look forward to continuing to

support the spiritual, academic, and personal growth of our children in the coming year.

With gratitude and blessings.

Stina Witkowski, Executive Headteacher

Tuesday Group

Tuesday Group has enjoyed a year of weekly meetings in the Parish Hall (term-time only), with a varied programme of activities around which the supportive and companionable character of the group is based.

TG also contributed actively to parish life in the course of the past year. The Group took responsibility for the Plant Stall at the Summer Fayre, decorated the Parish Hall at Christmas, and crafted the ornaments for the tree that St Nicolas' Church displayed at the URC Christmas Tree Festival in December.

Numbers attending generally continue to remain encouraging. Efforts to keep the existence and activities of TG to the fore have continued this year, both online and elsewhere. The support from church members in practical ways is very much valued, and guest speakers on special topics are often volunteers from the congregation. Thanks are particularly due to Cath Anderson for publicising the group's weekly programme in Pews News and displaying our hand-made posters at the church and elsewhere.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

England & Wales - Charity number 1133971

Accounts



ANNUAL CHURCH MEETING APCM 2024

SUNDAY 17th MARCH



Agenda

Annual Parochial Church Meeting

PART I

1. Apologies for absence.
2. Rector

PART 2 : THE ELECTION OF CHURCHWARDENS

All who live in the parish or who are on the Church Electoral Roll are eligible to vote for Churchwardens.

3. To confirm Minutes of the meeting held on 26th March 2023
4. To elect two churchwardens.

PART 3 : ANNUAL PAROCHIAL CHURCH MEETING

All who are on the Church Electoral Roll are eligible to vote for the PCC. In their report the Churchwardens have referred to the fabric of the church and any matters they wish to bring to your attention as they are formally required to do. Before you come to the meeting please read the reports below about different facets of our church life.

5. To confirm Minutes of the meeting held on 26th March 2023
6. Matters arising from last year's meeting
7. To receive the reports
8. Finance
 - i To thank the PCC Finance Advisory Committee for their overview and advice
 - ii To receive the Treasurer's presentation of the examined accounts
 - iii To formally adopt the accounts
 - iv To appoint an Independent Examiner
9. Elections to the PCC (conducted by the Churchwardens)
10. Election to Deanery Synod (conducted by the Churchwardens)
10. To receive the names of Sides-people (names to be read out by a Churchwarden)
11. Any other business
12. a) The date proposed for next year's Annual Meeting is 6th April 2025.
b) Dates for future PCC meetings will be circulated to members.

Parochial Church Council

Members of the PCC are elected for a three-year term of office. The two churchwardens are elected at the APCM annually. Deanery Synod members are elected every three years and are ex-officio members of the PCC. All PCC officers are elected at the first PCC meeting after the APCM.

The Rector is chair of the PCC. A deputy chair is elected at the first meeting after the APCM and is usually one of the Churchwardens. The Parish Administrator also plays a large part in the management of our church life, carrying out many of the requests and decisions of the PCC.

CREW undertake any work between PCC meetings, as directed by them and to maintain the diary, consider the work of the Pastoral Support Group and the operational activities of the church. CREW consists of the Rector, the Curate, Occasional Preacher, Administrator, Wardens and Deputy Warden.

Events April 2023 to March 2024

During the past year, the PCC has met on 5 occasions. The following topics comprised the main business of the PCC meetings:

- Mission Action Plan / Parish Needs process
- Children's work
- Projects including reordering of the chancel, lighting the tower and a welcome desk
- Finances
- School including governors for St Nicolas' & Queen Eleanor's Schools
- Racial Justice Covenant & contested heritage
- Organ
- Support for an NSM
- Safeguarding, particularly training
- Data Protection Act / GDPR.
- Review of PCC policies and regular update of Electoral Roll.
- Regular updates from Deanery Synod.
- Support of projects and good causes.

Rector's report

I begin, as I did last year, with my thanks. First a thank you to my Wardens, Hilary and Darrol and to Phil, as Deputy Warden and to Peter as Warden Emeritus. Their experience, common sense and advice are matched only by their immeasurable support and time given to me and to this place. We all owe Cath, our Parish Administrator, Leader of Junior Church, secretary, sorter of diaries, solver of problems more than our thanks, but also our admiration, for she appears to be able to create, I estimate, a further six hours in each day to achieve all that she does. After another year, another thank you to Rick, our Director of Music, too. Our Foundation Singers are now very much part of the family and joined, on average, by five or so volunteers as well as welcoming our junior choristers to their ranks.

Continuing with music - which offers such a vital and determining ministry in this place, the organ, it is estimated will cost, as predicted, in excess of £200,000 to rebuild the instrument. We have established a working party, The Living Organ group and have begun work to establish priorities for how to raise the money to complete the works over the next five years. As I said last year, if that single issue were to be my focus it would remove my energy and time from the office and work of a priest as outlined in the Ordinal and the basis of the Induction and Collation in which I swore my oaths here and so my thanks to Phil and the group for beginning the work. It is moving, slowly, very slowly, but we shall get there! In the period of time between the sad demise of the Fr Willis and its hopeful resurrection, I shall be asking PCC and the DGT to look at providing the building with a high quality electronic organ. Together with our Director of Music and Deputy Warden, I have made some progress in regard to seeing

some options in action. We can then sell back the organ to the supplier for something like 65% of the original price - such is the demand for such equipment. We shall investigate pre-owned, renting and other options, too and I look forward to seeing how we might provide the quality, style and volume of organ music which our Foundation and gathered congregation are able to offer Almighty God in a market in which it is rare!

Our building has seen a significant change in the move of our marble Quire altar to the Western wall of the north aisle. Under the shadow of St Helena and the True Cross, this looks, I believe, made to measure. It means, with more space in the chancel, that orchestras and choirs can use the space and with the arrival of a portable nave altar we can use during Ordinary Time, the focus will be, as it was meant to be, the High Altar. With thanks to Darrol most especially, together with Hilary and Cath for all the necessary paperwork, we now look to the flooring. My thanks, too, to Peter for his management of the lighting with a renewed emphasis upon the reredos at the east end of the church.

Thanks too, to our AV team in maintaining our online presence each week - the numbers of those who join us continues to be impressive and in the service we shared online for the death of Her late Majesty, we were watched by over 2,800 beyond the church walls! We would welcome new volunteers in this area, so please be in touch with me or Andy if you are tech minded! The other aspect of our AV team is the sound system and you will have noticed that this is not always straightforward. We shall need to spend some more money on this and so again, if you are interested in making a contribution, I would be grateful to hear from you.

Our serving team has grown this year and it has been good to welcome newer faces to give weight to the import of the chancel party. Especial thanks to Catherine for years as Head Server. Catherine has now stepped down to spend more time on her grandparental duties but remaining on the serving team, thank goodness! Thanks too, to the rest of my servers for their dedication to worship and their delight in all things beautiful as befits the House of God not least including welcoming our Father in God, Bishop Andrew, for Deanery Confirmation.

After a few months of helping in the sacristy, Paul stepped away as Sacristan to focus on his weekday work. It is a role which demands time and energy and so I am delighted to have appointed a member of the 830 congregation as Sacristan. I am indebted to them for their work - fitting it into a demanding life and polishing silver and ensuring the place is in good order; another new member of the family who has stepped in and helped. God is indeed 'adding to our number those whom He is calling' as the Baptism Rite reminds us.

It has been a delight to continue to welcome our Romanian Orthodox families and their priest, Fr Adrian. Our brothers and sisters in Christ bring their love of God and we offer them hospitality and so demonstrate the reality of the world wide church here in Guildford. As their numbers grow so does their need for space and storage. As we work together we shall ensure that both worshipping communities under the Parish church's roof are able to flourish in God's good graces.

I am grateful too, to Jo and Maureen before she was taken into glory, for their indispensable work in the area of Safeguarding. This is the central responsibility of us all but needs the focus and attention of our PCC officers not only to maintain our focus but also to take the lead in ensuring our compliance.

Over the past year we have seen growth and embedded the things we established two years ago: Cafe play and Friday morning coffee have continued to grow and those at the Eucharist on Fridays have established themselves as a community of Sunday and Friday only worshipping families. Our not-so-new groups: the Walsingham cell, Curry and Questions and Beer and Banter groups have established a routine and I know that we would like to encourage newer members to join the rotas - most especially the catering rotas - to ensure that we do not rely upon the same faithful few who fight bravely - could that be you?

We have been blessed by the ministry and work of Nicky, our Mission Enabler. Together with her work at the URC, we have grown Messy Church which is now hosted here as well as at our neighbours, we have grown Cafe Play and launched Toasty Tuesdays for our Juniors. Working in our school and at HT and QE where our children go after our won Infants school, Nicky brings a wealth of experience and a passion for the Gospel. She never fails to have ideas and the children clearly trust and love her. I am delighted that she has now - at last (!) - moved into her

home here in Guildford and we look forward to all that God is already planting through her witness. Please encourage Nicky and support her ministry - it is vital.

Jana has begun her FiM course - Foundations in Ministry. This Diocesan accredited course seeks to support lay ministry in our churches and following a year of bible study and spirituality and theology, Jana will focus on Pastoral Care studies. She will then be affirmed as a LAM - a Lay Authorised Minister - and this affirms Jana's ministry already undertaken in the Pastoral Support Group. We are also looking to establish a new ministry to the bereaved. A small group of volunteers have begun to emerge who may take this further before long.

Linda has begun her first year of Ordination formation and training here at the Guildford theological college. In two short years she will be made Deacon and then licensed to the Deanery with her focus at St Nicolas. Do encourage Linda as she continues to work, pray and study.

Last year, at Petertide, we welcomed Fr Alistair. It is a privilege to be asked to form him as a new priest come 2024. He, Carrie, Bell and Didi are in our prayers as this year we look to move him into the Curate's house and, if the bishop confirms it, to his priesting in June.

Our Church School remains a focus for me, as Rector. In my first two years I deliberately over-invested in giving much more time to school than would become the pattern in year three and beyond. That was always the plan. This was to enable relationships with parents, staff and the children to be established in the early days. On more than one occasion I found myself being told that I spent too much time at the school and later the same day another noting that I had not been at school enough in meetings! You can't please all the people - it simply is not possible! But over the past year I have dialled down the time I was spending in school, not for the sake of wanting to do so, but to address the balance required to be elsewhere now that the church and the school were indeed two sides of the same coin! Sadly, we lost our excellent Head Teacher, Emma. Teachers move on, of course, and finding successors is demanding - so much for wanting to redress a balanced approach! We shall look carefully, as Foundation Governors, at ensuring that our Christian ethos is maintained as we appoint Emma's successor.

In my Annual Report for 2023 I stated that our financial position remains somewhat complex. That remains the case. I laid the ground for focussing our attention on giving and began conversations about particular contributions. A soft take-off, if you will. This year we shall begin an intentional Planned Giving Campaign. I asked Linda Sharpin, our Ordinand, to share with PCC her Mission and Ministry Project which I teach Year one Ordinands in the diocese. This, as part of her studies at Theological College, has demonstrated the missional imperative of financial stewardship. It has demonstrated what is, and what could be in terms of the population and what missional opportunities there might be for growth. This Mission Action Plan group will report to PCC and once their work is begun and report submitted, we shall focus upon the Planned Giving Campaign. Again, a small group will work on this and report to the PCC, but the headline is that we are giving less per head by some margin, than other churches across our town and that if we do not address that some unpalatable choices will need to be made.

I am grateful to David for his work on Planned Giving this year. He passes the baton to Phil, Deputy Warden as he and I work together on the Planned Giving Campaign. I am as ever indebted to Ian, David Coom, Patrick and Darrol who make up the Finance Committee together with Peter our Warden Emeritus on the DGT who all give freely of their expertise and time in not only ensuring we are financially stable but are savvy with money which sits in the common purse. There is much to be excited by in terms of our numerical growth and the depth of commitment which makes St Nicolas a special place, a jewel of great price. May I end, as I did last year, in commending the words of the Collect for Trinity XIX - for without God's grace we are a clanging gong or cymbal! May we pray earnestly for the Holy Spirit and know always His will for us and the people of God in this place to which we are called:

O God, forasmuch as without you
we are not able to please you;
mercifully grant that your Holy Spirit
may in all things direct and rule our hearts. Amen.

Fr Neil

Churchwardens' report

In March last year we finally received the new chairs having managed to sell off all the old wooden chairs. This has given us so much more flexibility in the use of the church and makes it so quick and easy to adjust. In the past year this flexibility has resulted in a number of innovative uses for our Church. The space has been used for Salsa evenings, a folk music and dance concert. The school has used it for a disco and preparing the church for the school services now takes about 15 minutes and is very quickly restored to normal. Nicky has been able to use it for Messy Church creating a very atmospheric ambience that attracted well over 50 children plus parents. On heritage day it was used for an art exhibition and sale. These are just a few examples of how we are now able to attract more people to use and appreciate the church.

At Christmas all the chairs came into use and during the Christmas concert season mid December we were able to deploy all the new chairs as well as most of the chairs from the hall. We now know that our safe seated capacity is 284 seats. There were three concerts last Christmas that came close to this capacity and feedback from all the organisers was very positive.

In the summer we took the next step and applied for a faculty to reorder the chancel. The Diocesan Advisory Committee was supportive of our plans to move the altar and remove the railings but did not all agree on the proposal to change the floor in the way we proposed. So to ensure that we did not get further delays we decided to withdraw the floor change and move ahead with the move of the altar and removal of the railings. As most of you will now have seen this has now been completed. We do still wish to update the chancel floor and this will progress this year with the assistance of our consulting architect.

As you can see from the fabric report most of the activities were of a routine nature.

From October to December Andy Anderson, Patrick Andrew and I ran the Cards for Good Causes shop in the atrium. In spite of difficult trading conditions we managed to achieve sales just £400 behind 2022 and generated valuable income for the church. The card shop, however, is another opportunity to attract people to the church and the events we host. It is an important service for those that send Christmas cards and our customers come from all over Surrey not just the Guildford area.

As part of the planning for the moving of the Altar we relocated the AV desk and installed new ambient microphones which enable improved sound of our excellent choir in particular.

There is still investment to be made to improve the microphones that the priests wear. We have been making do with some cheap replacements after the original microphones wore out. We now need to spend around £2000 upgrading to quality microphones that do not crackle or feedback and enable clear audibility in church as well as online. I am indebted to Andy and Chris for their willingness to man the desk on a regular basis. As Fr N has pointed out we do on occasions get very large viewing numbers, We know from feedback that people watch from all over the country and it is invaluable to those who cannot make it to church through infirmity or absence abroad. Jo and I take great comfort from being able to watch the services when we are spending time with our daughter and her family in Australia.

We also receive feedback that a number of care homes around the Guildford area regularly tune in on a Sunday morning to screen the service for residents. These figures only show as one viewing of course but the benefit is felt by many. If you are willing and able to contribute to the cost of these new microphones please let me, Hilary, Patrick or Fr Neil know. It would be very much appreciated.

This year we have a quinquennial inspection and we will continue to develop a design for the chancel floor that is fitting for the church and heritage of the building. We continue to encourage choirs and event organisers to use the church and Parish Centre. Due to the careful stewardship of Cath in the office, the Parish Centre is occupied about 70-75% of the week so we have made good progress in recovering the usage of the centre post covid.

I would like to say a big thank you to Hilary Fletcher, my fellow churchwarden who initially reluctantly stepped into the position last May but has rapidly grown into the role with great confidence. Hilary is such a thoughtful and caring person, she is a joy to work alongside.

My thanks also go to Phil Thomas and Peter Oldroyd for their support while Jo and I have been away.

Finally on behalf of Hilary and myself our thanks as always go to all those who step forward to help in all sorts of ways to make things happen in our church. We cannot function without your help.

Darrol Radley

Fabric report

JANUARY	Hall piano tuned (Gary Payne) Bells serviced (John Taylor & Co)
FEBRUARY	Church piano tuned (Gary Payne) Gutters cleared on church and Centre (A K Roofing) Parish Centre windows cleaned (The Window Cleaning Company)
MARCH	New chairs installed in church after disposal of existing chapel chairs (Alpha Furniture) Electricity smart meter fitted Plastic protector fitted to wall of hall behind bins (Carol Marulescu Services) PAT Testing carried out (UK Safety Management)
APRIL	Organ tuned (Michael Farley Organ Builder) Drain valve to water heater replaced Organ humidifier serviced (Watkins & Watson)
JUNE	AV desk relocated from rear of north aisle to rear of south aisle (DSAV)
AUGUST	Parish Centre windows cleaned (The Window Cleaning Company)
SEPTEMBER	Hall piano tuned (Gary Payne) Church and Centre boilers serviced (Ampella)
OCTOBER	Gutters cleared on church and Centre (A K Roofing)
NOVEMBER	Church piano tuned (Gary Payne)
DECEMBER	Fire extinguishers & blankets serviced (Richard Thorpe)

Children

I joined St Nicolas and GURC in May last year and have really enjoyed my first few months getting to know everyone. One of my first big events was Holiday Club where we travelled back in time through the bible with 60 children. The last day was a wonderful celebration and the majority of families stayed after the end for the inflatable fun run and hot dogs. I had lots of nice comments from parents who were so impressed by our wonderful team who worked so hard to make it such a fantastic experience for their children.

Junior Church varies a lot from week to week depending on people's availability, we tend to have anywhere up to around 15 children each time, although we have 30 children on our records. This is run by Cath and myself on alternating weeks, supported by parent helpers. The children engage well with the crafts, story and games on offer and we have built lovely relationships with these families.

Cafe Play, our Wednesday baby and toddler group has gradually increased in attendance over the past year. We recently had 25 children and their parents/carers at one session. The children enjoy a good selection of toys, healthy snacks during story time and singing to finish, whilst parents are able to relax and enjoy the refreshments.

Messy Church continues to be a joint event between St Nics and GURC. The numbers of attendees have increased greatly since I first joined the churches. We brought Messy Church to St Nics in November for a light party and 68 children and their parents/carers attended. The church looked amazing lit up at night and the event was a big success. Following this success we have now agreed to alternate location of Messy Church between the 2 churches

and as a result, the volunteer team from St Nics has grown and we now have a good pool of volunteers from both churches, whereas previously the majority of volunteers was from GURC. We are very grateful to those who have joined the Messy Church team and the joy and enthusiasm they have brought to it.

At Christmas our Christmas Eve Christingle services were sold out and we enjoyed a joint service at St Nics with GURC and lots of children dressed up to help tell the story of the nativity.

I see all the children's activities at GURC and St Nics as being open to all and going forward we now have a range of activities to cater for young people from 0-18 between the 2 churches. Within the activities for younger children we have a lovely community of families who attend groups 2, 3 or even 4 times a week sometimes across the 2 churches and it is my hope that the children will feed into the older groups when they grow up. We are particularly excited about our new Toastie Tuesdays group for 2024, aimed at school years 3-6.

Nicky Geraghty

Music

Music is a medium that links heaven and earth: transporting people closer to God and giving a glimpse of the transcendent. This happens in the worship at St Nic's through the congregational singing, instrumental offerings, and the ministry of the choir singing on behalf of all. In the last twelve months this mission has continued to strengthen.

Some of the highlights were the Easter Triduum, the Mass for the Coronation of HM King Charles III, the Induction of Fr Neil as Guildford Dean, the welcome Mass for Fr Alistair, the Battle of Britain Sunday, All Saints Sunday and All Souls, the Advent carol service, the Festival of Nine Lessons and Carols at Christmas and the recent visitation of the Bishop for the confirmation service. For a number of these services a 4 or 5-part ensemble of professional brass musicians added extra richness.

Darrol Radley, Philip Thomas, Alice Bungard, and Tilly Sharpin, all from the congregation have sung, with the choir as their personal schedule have permitted: Alison Underhay Ward, Ruth Vanni, Sarah Marsh, Kate Lowe, Paula Juden, Anna Thomas, Stephen Petch, Daniel Mahoney, Nick MacMahon, Chris Pearce, and Laurence Cummins have all been professional voices in the Foundation Singers giving a strong and polished nucleus, though not all at the same service. Since autumn up to 5 young choristers have sung in the choir for some services. We are most grateful to all these musicians for their loyalty and dedication, hard work, and enrichment of our worship.

The new Kwai grand piano in the church is a very useful asset. If music is to flourish at St Nic's the critical challenge for the immediate future is our beloved 148-year-old Fr Willis organ and its desperately needed complete rebuilding.

Rick Erickson

Stewardship

This is my first Stewardship report for the APCM. Whilst new into the role it has provided me with a very clear insight into the nature of giving at St Nicolas which, I have to admit, is not an entirely positive one and fills me with concern for the future of our Church. Some statistics that have been shared with PCC help to show what I mean:

- We currently give about £40 per month per person whereas the average for the diocese is £98
- In real terms (adjusted for inflation) this is £21 less per month per person than we gave in 2013
- Yet we are in the top 12% of parishes in the whole country for wealth and surrounded by 15 other parishes of similar wealth

In the last 12 months we have made almost no progress towards our stated aim to at least cover our Parish Share from congregational giving in 2023. We must do better!

We also do not all give in the most effective way possible and here I have to mirror some of David Coom's comments in last year's report. He referenced that we had 36 members of the Parish Giving Scheme ('PGS') – the most effective and least administratively burdensome method of giving. As of February this year this had increased

to 37 and remains a disappointingly low number. Of those, only about 60% have opted for their donations to be index linked.

One encouraging development in recent months has been the use of PGS for one-off, as well as regular, giving.

Givers who do not use PGS should be aware of the not insignificant burden involved in recording their donations, processing the necessary tax reclaims and the on-going maintenance of the required records for legal and regulatory purposes. Please use PGS if you can!

I would like to thank all those who have given and continue to give but I would also encourage everyone to take a few minutes to review how much you give and the manner in which you give it (preferably PGS). I am sure this would help us make progress in closing the gap on the aim to cover our Parish Share from congregational giving.

I mentioned earlier that this is my first Stewardship report for APCM. However, it is also sadly my last as I have agreed to hand over these responsibilities to Phil Thomas. Please provide him and St Nicolas with every support possible.

Thank you for your support.

David Sharpin

Data Protection

The PCC uses a fully GDPR compliant church management software system to store members' data and communicate most effectively and securely. Confidential paperwork in hard copy is kept in locked filing cabinets with limited access and safeguarding paperwork is kept in a safe, with access limited to the Rector and Safeguarding Officer.

Cath Anderson

Safeguarding

Training requirements for PCC members has broadened and the frequency of retraining has increased. I will be working with our PCC Secretary to ensure, to the best of my ability, that everyone's training is up to date. Also that new members to the PCC complete their training within the first couple of months.

The Parish Dashboard, which we are required to complete by the Diocese, is a very helpful checklist of everything that we have to think about and comply with. So far we have completed 95% of the actions required but it still needs everyone who should be trained to get up to date so that we can be seen to be 100%.

We routinely complete risk assessments for special services and events and we are committed to following the Diocesan guidelines in all regards to child and vulnerable adult protection.

Jo Radley

Deanery Synod

In April a very productive evening meeting and supper was held by Archdeacon Paul for the Lay Chairs of all Deaneries from the Diocese at which we were able to discuss our experiences of setting up a Deanery Leadership Team and it was interesting to hear how other Deaneries have made this work.

Guildford Deanery Synod did not meet many times last year due to significant changes to both the lay and ordained membership and to allow for the appointment and installation of a new Area Dean. However, in January St Nicolas' played host both to a successful Guildford Deanery Action Plan meeting with Bishop Andrew and a Deanery Social Synod to allow the revised synod membership to meet for the first time.

Future meetings are planned for 24th April and 31st July, when we will be discussing relevant topics that have recently been considered at General Synod.

St Nicolas' Infant School

As I reflect on another year, it seems appropriate that our value this half term is hope. This academic year has seen more change, and we have said goodbye to some wonderful colleagues who we all miss, but we have also

welcomed some brilliant new members to our staff team and our governing body. Each of them is driven to do the best for the children in our care, and each brings so much to our school community. Our school continues to be a special place to work and learn, and together we continue to live out our vision of 'living life in all its fullness'.

There has been lots to celebrate in the last year. We have achieved a UNICEF Rights Respecting School Bronze Award, which recognises that children's rights are at the heart of our ethos and culture, and that this improves their well-being and develops every child's talents and abilities to their full potential.

We are also taking part in the World Forum for Early Years' project, linked to the UNICEF Rights of the Child, embedding FingerTips in our school. This has been developed by our own Mrs McClure outside of school, recognised by the World Forum, and we are using it in school to support our children to become reflective learners. This approach gives children the tools to talk about learning and the tools to learn through talking. We are excited to be part of this project and to see how this, alongside our Rights Respecting School work and our vision and values, enable our children to truly flourish.

We have continued to develop our link with the school in Uganda we have been supporting, which is part of the Forgotten People's Project, and the children were delighted to see photos of the uniform and furniture we donated being put to good use in their classrooms. They have demonstrated their love of learning and their sense of unity, wanting to know more about what life is like for the children in Uganda and coming up with lots of suggestions for how we can continue to help.

The partnership between the church and school has continued to strengthen over the last year too. We have continued to welcome parents to Fr Neil's collective worships, strengthening the sense of community, and this term Fr Alistair and Nicky have also begun leading collective worships during the school week, which the children very much enjoy.

We are extremely grateful for the generous donations from the church. This has enabled us to purchase the books we need for our new phonics programme, as well as contributing towards the cost of new lighting in our classrooms. These make a huge difference to the environment and the learning that takes place, and are very much appreciated by governors, staff, children and parents.

School is a busy place, but taking the time to pause and reflect, there are constant reminders of how blessed we are to be part of such a wonderful community. There is so much to celebrate, from those moments when we witness children living our vision in their learning and their relationships, to the moments we see the difference we can make to children half way across the world.

Dina Pandis, Senior Teacher

Tuesday Group

Tuesday Group has met in the Parish Hall on a weekly basis (excluding school holidays) over the past year, engaging in a varied programme of activities and events, and enjoying good company, conversation and mutual support.

The past year's programme has included craftwork, discussions on a variety of topics, games, puzzles and quizzes, as well as talks from occasional guest speakers. The Group took charge of the Plant Stall at St Nicolas's most recent Summer Fayre, provided and displayed the Christmas decorations in the Parish Hall, and crafted the ornaments for the tree that St Nicolas's contributed to the latest Christmas Tree Festival at the URC, co-ordinating the personal input from the congregation and others.

Numbers attending recently have remained generally steady, and the Group was delighted to welcome two new members from the congregation attending on a regular basis this year, although anyone able to attend only on a drop-in basis is welcome. Tuesday Group publicises its programme of events on the church notice boards outside the Narthex and within the Foyer; there is another notice displayed at the Infant School; the Parish Website hosts a TG Webpage which gives details of the current programme and shows photos related to past events; and the Parish Newsletter also carries information from the Group - but word of mouth recommendations and invitations remain an important part of publicising it, and church members can help with this.

Registered Charity number 1133971

Parish Church of St Nicolas Guildford

Report and Accounts

31 December 2023

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Parish Church of St Nicolas Guildford
Church Information

Church address

Parish Church of St Nicolas Guildford
The Parish Office
Bury Street
Guildford
GU2 4AW

The church is a charity registered with the Charity Commission. The full registered name is:
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

The registration number is: 1133971

Parochial Church Council

PCC Secretary Catherine Anderson

The following were members of the PCC as at the start of the Annual Parochial Church Meeting held on 17th March 2024 (as anticipated as at the date of the PCC's report).

Revd Neil Roberts Incumbent
Revd Alistair Milne Curate

Darrol Radley Church Wardens
Hilary Fletcher

Philip Hooper Diocesan Synod
Andrew Rustell Members

Philip Hooper Linda Sharpin Deanery Synod
Andrew Rustell Donald Thompson Members

Elected Members:
Catherine Anderson Wendy Gabriel Jonathan Neil-Smith
Jane Birch David Greenwood Jo Radley
Jenna Clare John Hutchinson Steve Reeds
Caroline Coleman Stuart Murdoch Philip Thomas

Co-Opted Member: Patrick Andrew

PCC Treasurer : Patrick Andrew

Bankers

NatWest Bank plc
151 High Street
Guildford
GU1 3AH

CCLA Investment Management Limited
The CBF Church of England Funds
One Angel Lane
London EC4R 3AB

Independent Examiner

Julian Ansell FCCA
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

Parish Church of St Nicolas Guildford
The report of the Trustees (The PCC)

The PCC present their annual report and accounts for the period ended 31 December 2023

Name, address and constitution

The full name and address of the church is The Parish Church of St Nicolas Guildford, The Parish Office, Bury Street, Guildford GU2 4AW. The Parochial Church Council (PCC) is a body elected by those eligible to vote at the Annual Parochial Church Meeting.

The PCC is registered with the Charity Commission. The PCC members are trustees of the charity and are therefore bound by the laws relating to the Charities Act 1993.

The PCC works with the Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Organisation

The PCC currently comprises 12 elected, 1 co-opted, and 8 ex officio members.

As required by law, the PCC has delegated to nominated members the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

CREW meets to undertake any work between PCC meetings as directed by them and to maintain the diary, consider the work of the Pastoral Support Group and the operational activities of the church. CREW consists of Rector, Curate, Occasional Preacher, Mission Enabler, Administrator, Wardens and Deputy Warden.

Review of the Year

For an account of the aims and objectives of the church, for details of maintenance carried out on the fabric of the church, and for a record of the meetings held by the PCC during the year, please refer to the appropriate reports within this document,

Significant changes and developments and plans for the future

The PCC has purchased 130 new chairs for the church.

The re-ordering of the chancel, including the re-positioning of the altar, is in progress.

The electoral roll and church attendance

At the start of the Annual Parochial Church Meeting on 17th March 2024 there were 142 names on the roll; of these, 57 are resident within the parish and 85 are resident outside the parish.

The number of regular communicants averaged 74 per week.

Transactions and Financial position

The financial accounts are set out on pages 7 to 18. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and in conjunction with the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales in March 2005. The trustees consider that the financial performance by the charity during the year has been largely as expected.

The Statement of Financial Activities shows a shortfall of net incoming resources for the year of a revenue nature of £4,108, and net realised incoming resources of a capital nature of £Nil, making overall a net deficit of incoming resources of £4,108. The total reserves at the year-end stand at £1,971,733 of which £91,111 are restricted funds and £1,880,622 are unrestricted.

Specific changes in tangible assets

The PCC continues to own three residential properties.

Availability and adequacy of assets of each of the funds

The Board of Trustees is satisfied that the church's assets are available and adequate to fulfil its obligations.

Policies on reserves, investment policies and investment performance

Surplus cash reserves are placed in interest earning accounts operated by the church's bankers. The PCC adopts a low risk policy in the management of its investments and seeks to maximise the income derived from them.

Effectiveness of fundraising policies

The church relies for its income substantially on regular planned giving by members of the congregation. Steps are taken regularly to remind members of the benefits to the church of making such giving in a tax efficient manner. Income is also derived from property rentals and from other activities as detailed in the notes to the accounts.

The Church's grant making policies

Special collections are held throughout the year and these, together with other amounts from the church's reserves, are gifted in furtherance of the church's charitable objectives. Details of these donations, totalling £7,477, are shown in note 7 to the accounts.

The major risks to which the church is exposed and reviews and systems to mitigate risks

The PCC seeks to identify the major risks to which the church is exposed each financial year when preparing and updating its strategic plan, in particular those related to the operations and finances of the church. The PCC then reviews any major risks which have been identified, and establishes procedures to mitigate those risks. The PCC is satisfied with the procedures that are in place to mitigate such risks.

The church is open to the usual financial risks of any organisation, and the PCC has introduced controls to minimise these risks, such as two signatures being required for all payments from bank accounts. In addition, the accounts are regularly presented to members of the PCC and are open for members' inspection at any time.

The PCC has an established safeguarding policy and has a named children's and adults' safeguarding representative.

Legal Status

The church is an unincorporated association that is recognised under the Charities Act 2011. As with many other PCCs within the Church of England, the PCC registered with the Charity Commission during 2010 and is now required to file accounts with the Commission. Copies of the accounts must also be made available to members of the public on request.

The members of the Board of Trustees of the Church, the PCC, during the year ended 31 December 2023 were:-

Revd Neil Roberts		Revd Alistair Milne
Catherine Anderson		Philip Hooper
Patrick Andrew		John Hutchinson
Jane Birch		Stuart Murdoch
Jenna Clare		Jonathan Neil-Smith
Caroline Coleman		Darrol Radley
David Coom	retd 26 March 2023	Jo Radley
Catherine Ferguson	retd 26 March 2023	Steve Reeds
Hilary Fletcher		Andrew Rustell
Wendy Gabriel		Linda Sharpin
David Greenwood		Philip Thomas
Elizabeth Hooper	retd 26 March 2023	Donald Thompson

Responsibilities of the Trustees for the Accounts

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and regulations.

The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity, of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material 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 adequate accounting records that are sufficient to show and explain the charity's transactions, 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 provisions of the Charity's constitution. 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.

Insofar as each of the trustees of the charity at the date of approval of this report is aware, there is no relevant information needed by the charity's independent examiner in connection with preparing the report of which the charity's examiner is unaware. Each trustee has taken all of the steps that he/she should have taken as a trustee in order to make himself/herself aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

This Annual Report of the Trustees, prepared under the Charities Act 2011, was approved by the Board of Trustees on 27th Feb 2024

Catherine Anderson
PCC Secretary

27th Feb 2024

(Note that Electoral Roll numbers have been updated subsequent to the date of this report and show the position as at the current year's closing date for registration on the Roll, 3rd March 2024.)

Treasurer's Report

Our basic financial performance in 2023 is summarised in the following table; this shows our continuing heavy reliance on the contribution received from the Dorothy Grover Trust. These figures summarise the first column in the main report, i.e. these exclude the restricted and the designated funds, and therefore reflect our core performance.

	<u>2023</u>	<u>2022</u>
	£	£
Free (i.e. unrestricted) income	178,035	156,550
including...Dorothy Grover Trust donation	<u>42,000</u>	<u>42,000</u>
	220,035	198,550
less Total running costs *	<u>(224,955)</u>	<u>(195,008)</u>
leaving	(4,920)	3,542
less Donations made	<u>(3,025)</u>	<u>(5,190)</u>
Surplus / (Deficit) for the year	<u>(7,945)</u>	<u>(1,648)</u>

* (Church + Parish + Parish Centre + Parish Share)

Our final shortfall of £7,945 is a much better result than that originally expected for the year, with our income performing better than first anticipated. Planned Giving held up well and shows improvement on last year; there is, however, plenty of scope for further improvement - in particular in persuading donors to adopt the PGS scheme, preferably choosing to upgrade automatically for inflation. Use of this scheme not only enables us to better predict our likely income but also makes life much simpler for our Stewardship Promoter. The increase in the accrual reflects a change in the timing of the tax reclaim submission to the Inland Revenue.

Income derived from hiring out the parish centre increased substantially, as did that from letting out the church, this latter helped considerably by our Romanian friends. Provision of the new grand piano in the church has been much appreciated by visiting choirs, and the replacement of the old chairs has made for a much more flexible environment for visiting groups.

Expenditure overall, while increased over last year, was closer to the originally budgeted total. A new constituent of the expenditure is the housing that we are providing for our new curate and his family, and we expect that they will move into St Catherine's House in the current year. This year will also include the quinquennial inspection of the church by the diocese.

Elsewhere, in the notes to the accounts, and in particular from the Funds page, it will be seen that we have a new fund opened for the organ, currently standing at just over £5,000; the organ requires substantial work if it is to have a functioning future and the outcome is still being worked out. And on the same page the Piano fund shows a donation of £500 - this is one of the original loans, kindly converted to be a donation. Initial repayments of the piano loans will be made in the current year - In the balance sheet £3,025 has been moved between the two creditors figures in anticipation of these repayments.

Please see the following pages for the full report.

Parish Church of St Nicolas Guildford

Independent Examiner's Report For the period ended 31 December 2023

Independent Examiner's Report to the PCC of St Nicolas Guildford

Respective responsibilities of the trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act.
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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 matter has come to my attention

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Julian Ansell FCCA
Chartered Certified Accountant
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

17 March 2024

Parish Church of St Nicolas Guildford

Statement of Financial Activities for the year to 31st December 2023

	Note	2023		2023	2023	2022
		Unrestricted Funds		Restricted	Total	Total
		General	Designated	Funds		
		£	£	£	£	£
<i>Incoming Resources</i>						
Given by the Congregation	2,7	60,575		4,452	65,027	60,743
Donations and Bequests	3	47,432		17,969	65,401	63,576
Investments etc. Income		64,520		3,038	67,558	63,822
Other Income		47,508		2,211	49,719	37,126
Total Incoming Resources	2	220,035	-	27,670	247,705	225,267
<i>Resources Expended</i>						
Church Expenses	4	78,280		19,381	97,661	54,710
Parish Expenses	5	51,983			51,983	52,624
Community Centre Expenses	6	15,283			15,283	12,416
Parish Share		79,409			79,409	77,883
Donations Made	7	3,025		4,452	7,477	11,431
Total Resources Expended		227,980	-	23,833	251,813	209,064
Net Incoming Resources for the Year		(7,945)	-	3,837	(4,108)	16,203
Gains/(losses) on Investments	8,9		24,727		24,727	(35,067)
Revaluation gains/(losses) on Properties						
Funds as at 1 January 2023		26,020	1,837,820	87,274	1,951,114	1,969,978
Transfers between Funds						
Funds as at 31 December 2023		18,075	1,862,547	91,111	1,971,733	1,951,114
<i>Allocation to Funds of Net Incoming Resources</i>						
General	8	(7,945)			(7,945)	
Organ				5,074	5,074	
Chairs				(3,831)	(3,831)	
Piano				(1,006)	(1,006)	
Flowers Fund				481	481	
Hazelden Fund				2,483	2,483	
Café Play				1	1	
Bellringers' Fund				635	635	
		(7,945)	-	3,837	(4,108)	
<i>Transfers Between Funds</i>						
	8	-	-	-	-	

Balance Sheet at 31 December 2023

	Note	2023 £	2022 £
Tangible Assets - investment properties			
St Catherine's House	1	900,000	900,000
17 Chaucer Court	1	300,000	300,000
209 Stoughton Road	1	375,000	375,000
		<u>1,575,000</u>	<u>1,575,000</u>
Tangible Assets - unlisted investments			
CCLA Investment Fund	9	287,547	262,820
		<u>287,547</u>	<u>262,820</u>
Tangible Assets - equipment			
Piano at cost	1	11,995	11,995
Less depreciation		(4,495)	(1,995)
		<u>7,500</u>	<u>10,000</u>
Total fixed assets			
		<u>1,870,047</u>	<u>1,847,820</u>
Current Assets			
Debtors and Prepayments	10	12,132	8,089
Traidcraft Closing Stock		0	95
Central Board of Finance Deposits		88,473	81,814
Cash at Bank and on Hand		12,338	27,899
		<u>112,943</u>	<u>117,897</u>
Creditors: amounts falling due within one year			
Sundry Creditors and Accrued Expenses	11	(9,407)	(9,228)
Current assets less current liabilities			
		<u>103,536</u>	<u>108,669</u>
Creditors: amounts falling due after more than one year			
Loans received re piano purchase	1	(1,850)	(5,375)
Current assets less liabilities			
		<u>101,686</u>	<u>103,294</u>
Net assets			
		<u>1,971,733</u>	<u>1,951,114</u>
Reserves			
	8	£	£
<i>Unrestricted Funds</i>			
General Fund		<u>18,075</u>	<u>26,020</u>
<i>Designated Funds</i>			
Hope Baillie Fund		287,547	262,820
St Catherine's House Fund		900,000	900,000
17 Chaucer Court Fund		300,000	300,000
209 Stoughton Road Fund		375,000	375,000
		<u>1,862,547</u>	<u>1,837,820</u>
<i>Restricted Funds</i>			
Chancel Re-ordering		7,250	7,250
Organ		5,074	
Chairs		0	3,831
Piano		4,518	5,524
Flowers Fund		836	355
Hazelden Fund		68,395	65,912
Tuesday Group		311	311
Café Play		136	135
Bellringers Fund		4,591	3,956
		<u>91,111</u>	<u>87,274</u>
TOTAL RESERVES			
		<u>1,971,733</u>	<u>1,951,114</u>

The notes on pages 9 - 18 form part of these financial statements.

Approved on 17th March 2024 and signed on behalf of the PCC by:

Revd Neil Roberts

1 ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with the Charities SORP FRS 102 applicable to charities preparing their accounts in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland, the Companies Act 2006 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations 'true and fair' view' provisions.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

After making enquires, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

INCOME

Recognition of income

These are included in the Statement of Financial Activities (SOFA) when:

- The charity becomes entitled to the resource;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Donations

These are generally included when received by the charity, since it is virtually impossible to be certain of the income before this point. Gift aid recoverable on donations received is included once this can be quantified with reasonable certainty.

Legacies

These are included once the charity's legal right to the legacy has become clear and once the legacy can be quantified with reasonable accuracy.

EXPENDED RESOURCES

Liabilities

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Expended resources are, as far as is possible, included in the period to which they relate. All expenditure is accounted for on an accruals basis and the majority is directly attributable to specific activities. Other indirect costs are apportioned to activities in accordance with staff activity and an assessment of where the resources have been applied.

All expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities in accordance with staff activity or an assessment of where the resources have been applied.

1 ACCOUNTING POLICIES (Continued)

Special Collections and Donations

These include receipts from all collections held for a specific purpose: home boxes and other specific donations including the 'monthly good causes' and the luncheon voucher scheme. All such income is reported as 'restricted fund income'. Details are shown in note 7. Distributions to the beneficiaries of the 'monthly good causes' may be enhanced by an allocation from the PCC's own funds, also shown in note 7, any such additional amount being assessed by the Council during the year.

FUNDS

The Funds held by the charity are:-

- **Unrestricted funds**
These are funds which can be used in accordance with the charitable objects, at the discretion of the trustees.
- **Designated funds**
These are funds earmarked by the trustees for a particular purpose.
- **Restricted funds**
These are income funds that must be spent on restricted purposes, as specified by the donor, and details of the funds held and restrictions provided are included in the notes to the accounts.

Tangible Assets

Investment properties

The investment properties owned by the church consist of one leasehold and two freehold properties which are let at market rates. These were acquired as follows:

72 Wodeland Avenue, St Catherine's House, was acquired during 1994 at a cost of £160,000;
17 Chaucer Court was part of a bequest received in 2003;
209 Stoughton Road was purchased during 2010 at a cost of £237,500.

Independent valuations of the above properties were carried out by Romans Estate Valuers in 2022 and these values are shown in the balance sheet on page 8. Valuations of the properties are carried out every three years.

The buildings are maintained in a good state of repair and are therefore not depreciated in the accounts.

1 ACCOUNTING POLICIES (continued)

Tangible Assets (continued)

Equipment

Consecrated property and movable church furnishings

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

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2002 are capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially five years) on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items of £2,000 or less, or on the repair of movable church furnishings acquired before 1 January 2002, is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over five years (previously four years).

Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Piano

A new grand piano has been purchased at a cost of £11,995; this purchase has been funded by a mix of donations received from members of the congregation (augmented by a grant from Surrey County Council) and loans received, also from members of the congregation. The donations are reported as contributions to a restricted fund as shown in note 8. The loans are interest free. Repayment terms are as follows: The Borrower will repay the loan in annual installments related to the income from the use of the piano following certification by an independent examiner, appointed by the Borrower, of the amount available for distribution. Such annual repayments shall be calculated by reference to the annual income from events in which the piano is used less direct costs relating to those events and the cost of maintenance of the piano. A minimum of 50% of this net figure shall be applied as repayments pro-rata across all the loans provided by lenders for the same purpose then outstanding. The first such repayment calculation shall be made with reference to the accounting year ended 31st December 2023 and repayments made following the approval of financial statements for that year for St Nicolas, Guildford.

At any time while not in default under this Agreement, the Borrower may make lump sum payments or pay the outstanding balance then owing under this Agreement to the Lender without penalty. Should the Lender experience a change in circumstances, the Lender or their legal representative may apply to the Borrower for repayment of the Loan.

Cashflow statement

The PCC has taken advantage of the exemption in Financial Reporting Standard No 1 from producing a cashflow statement on the grounds that it is a small charity.

2 Incoming Resources

	2023		2023	2023	2022
	Unrestricted Funds		Restricted Funds	Total	Total
	General	Designated			
	£	£	£	£	£
<i>Planned Giving:</i> Donations	41,172			41,172	38,440
Income Tax Accrual	5,000			5,000	600
Income Tax Refunds	7,019			7,019	10,088
	<u>53,191</u>	<u>-</u>	<u>-</u>	<u>53,191</u>	<u>49,128</u>
Open Collections	7,384			7,384	5,374
Special Collections			4,452	4,452	6,241
Given by the Congregation	<u>60,575</u>	<u>-</u>	<u>4,452</u>	<u>65,027</u>	<u>60,743</u>
Dorothy Grover Trust	42,000			42,000	45,831
Donations and Bequests	5,432		17,969	23,401	17,745
Donations and Bequests	<u>47,432</u>	<u>-</u>	<u>17,969</u>	<u>65,401</u>	<u>63,576</u>
17 Chaucer Court Rent	18,000			18,000	18,000
209 Stoughton Road Rent	15,380			15,380	15,060
St Catherine's House	22,350			22,350	21,900
Interest Received	930		3,038	3,968	1,045
Investment Income	7,860			7,860	7,817
Investments etc. Income	<u>64,520</u>	<u>-</u>	<u>3,038</u>	<u>67,558</u>	<u>63,822</u>
Given for use of Parish Centre	24,039			24,039	18,645
Given for use of Church	12,697			12,697	7,065
Sales of Church Chairs	1,720			1,720	2,183
Publications	200			200	82
Parochial Fees	1,397			1,397	1,637
Votive Candles	185			185	149
Coffee etc	2,674			2,674	2,463
Flowers			1,575	1,575	1,596
Traidcraft	1,180			1,180	613
Sundry Income	3,416		636	4,052	2,693
Other Income	<u>47,508</u>	<u>-</u>	<u>2,211</u>	<u>49,719</u>	<u>37,126</u>
Total Incoming Resources	<u>220,035</u>	<u>-</u>	<u>27,670</u>	<u>247,705</u>	<u>225,267</u>

3 Donations and Bequests

	2023	2023	2022	2022
	£	£	£	£
Cards for Good Causes	1,949		2,210	
Dorothy Grover Trust	42,000		42,000	
other donations received	<u>3,483</u>	<u>47,432</u>	<u>1,660</u>	<u>45,870</u>
<i>Restricted Donations:</i>				
Dorothy Grover Trust, re new chairs	11,494		3,831	
New Organ Fund, donations and U3A concert	5,975		5,625	
Donation re the new piano	500			
Surrey County Council re new piano			1,000	
Members of the congregation, re re-ordering of the chancel			6,250	
Guildford Diocese		<u>17,969</u>	<u>1,000</u>	<u>17,706</u>
		<u>65,401</u>		<u>63,576</u>

4 Church Expenses

	2023		2023	2023	2022
	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds		
	£	£	£	£	£
Heating and Lighting		5,558		5,558	4,613
Insurance		6,139		6,139	5,918
Sanctuary Supplies		4,115		4,115	3,183
Music		28,277		28,277	27,553
Cleaning		5,012		5,012	4,863
Repairs and Maintenance		6,531	556	7,087	1,753
Items of Equipment (see Note 13)		1,864	15,325	17,189	735
Curate housing rental		13,825		13,825	
Deputation					43
Flowers			1,094	1,094	1,371
Traidcraft	1,015			1,015	603
Depreciation	994		1,506	2,500	1,995
Sundry			900	900	153
Miscellaneous	1,954			1,954	811
Independent Examiner Fee	700			700	450
Coffee expenses	508			508	
Bank etc charges	538			538	516
Course fee	1,250			1,250	150
	<u>78,280</u>	<u>-</u>	<u>19,381</u>	<u>97,661</u>	<u>54,710</u>

5 Parish Expenses

	2023		2023	2023	2022
	£	£	£	£	£
Office Administration		5,309		5,309	5,636
Parish Administrator		15,314		15,314	14,415
Clergy Expenses		4,867		4,867	3,334
Rectory		4,239		4,239	3,561
Children and Families' Worker		5,550		5,550	9,240
Young People		1,033		1,033	1,942
Magazine					
Social Events		398		398	592
17 Chaucer Court					
Maintenance	316				
Service Charge, Ground Rent etc	2,457				
Agent Fees etc	<u>2,160</u>	4,933		4,933	5,469
St Catherine's House					
Maintenance	4,104				
Insurance	694				
Agent Fees etc	<u>2,682</u>	7,480		7,480	3,798
209 Stoughton Rd					
Maintenance	655				
Insurance	360				
Agent Fees etc	<u>1,845</u>	2,860		2,860	4,637
		<u>51,983</u>	<u>-</u>	<u>51,983</u>	<u>52,624</u>

6 Community Centre Expenses

	2023		2023	2023	2022
	£	£	£	£	£
Heat, Light, Water		3,913		3,913	3,200
Insurance		1,622		1,622	1,489
Repairs and Maintenance		2,789		2,789	952
Cleaning etc.		6,959		6,959	6,365
Purchases, Coffee, Sherry, etc.				0	410
		<u>15,283</u>	<u>-</u>	<u>15,283</u>	<u>12,416</u>

Parish Church of St Nicolas Guildford
Notes forming part of the accounts to 31 December 2023

7 Special Collections and Donations Made

<i>Monthly Good Cause</i>		<i>Collected</i>	<i>Paid</i>
		£	£
January	The Children's Society	63.02	63.02
February	Phyllis Tuckwell Hospice	22.00	22.00
March	The Bishop of Gfd's Foundation		
April	The Bishop of Gfd's Foundation	373.00	373.00
May	Oakleaf	60.00	60.00
June	Real Change Gfd	70.05	70.05
July			
August	USPG	41.00	41.00
September	WaterAid	95.20	95.20
October	SoBS	238.50	238.50
November	SERV Surrey	92.00	92.00
December	The Children's Society	711.00	711.00
<i>Sub-Total</i>		<i>1,765.77</i>	<i>1,765.77</i>
<i>Others:</i>			
Lent Lunches	The Bishop of Gfd's Foundation	791.60	791.60
Sales of Produce	USPG		
Friday Lunches	USPG	440.00	440.00
Summer Fayre			
	St. Nicolas School		3,000.00
	St. Nicolas School, key rings	180.00	180.00
	YMCA		
	Town Centre Chaplaincy		
	The Matrix Trust		
	Luncheon Vouchers / Guildford Action	442.80	442.80
U3A concert	DEC - Ukraine	374.87	400.00
bring and buy	Macmillan Cancer Support	281.00	281.00
i.m.o...	Sylvia Jenner / Phyllis Tuckwell Hospice	176.00	176.00
	Guildford Bellringers		
<i>Sub-Total</i>		<i>2,686.27</i>	<i>5,711.40</i>
Total:		4,452.04	7,477.17
Total:			

Parish Church of St Nicolas Guildford

Notes forming part of the accounts to 31 December 2023

	Note	£	£
8 Movements in Reserves			
UNRESTRICTED FUNDS:			
<i>General Fund</i>			
Balance as at 1st January 2023			26,020
Surplus (Deficit) for the year			<u>(7,945)</u>
			18,075
<i>Designated Funds:</i>			
<i>Hope Baillie Fund</i>			
Balance as at 1st January 2023			262,820
Gain/(Loss) on Revaluation			<u>24,727</u>
			287,547
<i>St Catherine's House Fund</i>			
Balance as at 1st January 2023			<u>900,000</u>
<i>17 Chaucer Court Fund</i>			
Balance as at 1st January 2023			<u>300,000</u>
<i>209 Stoughton Road Fund</i>			
Balance as at 1st January 2023			<u>375,000</u>
RESTRICTED FUNDS:			
<i>Chancel Re-Ordering</i>			
Balance as at 1st January 2023			<u>7,250</u>
<i>Organ</i>			
Donations Received		5,974	
Expenditure		<u>(900)</u>	5,074
<i>Chairs</i>			
Balance as at 1st January 2023			3,831
Donation received		11,494	
Purchase of Chairs		<u>(15,325)</u>	<u>(3,831)</u>
			0
<i>Piano</i>			
Balance as at 1st January 2023			5,524
Donation Received		500	
Depreciation		<u>(1,506)</u>	<u>(1,006)</u>
			4,518
<i>Flowers Fund</i>			
Balance as at 1st January 2023			355
Add Contributions Received		1,575	
Less Purchases		<u>(1,094)</u>	<u>481</u>
			836
<i>Hazelden Fund</i>			
Balance as at 1st January 2023			65,912
Add Interest earned		3,038	
Less Maintenance		<u>(555)</u>	<u>2,483</u>
			68,395
<i>Tuesday Group</i>			
Balance as at 1st January 2023			<u>311</u>
<i>Café Play</i>			
Balance as at 1st January 2023			135
Receipts			<u>1</u>
			136
<i>Bellringers Fund</i>			
Balance as at 1st January 2023			3,956
Add Contributions received			<u>635</u>
			4,591

Notes forming part of the accounts to 31 December 2023

9 Investments

Funds originating from the Hope Baillie Trust are invested in the CCLA Investment Fund (CCLA : Churches, Charities, and Local Authorities). This Fund, which is authorised and regulated by the Financial Conduct Authority, aims 'to provide their C of E clients with investment strategies designed to align with their purpose and values'.

10 Sundry Debtors and Prepayments	2023	2023	2022	2022
	£	£	£	£
<i>Prepayments</i>				
Insurance	3,347		3,020	
New church chairs			3,831	
Others	338	3,685	38	6,889
<i>Sundry Debtors</i>				
Deposit paid on Curate's house	2,278			
Rent withheld by agent			600	
Planned Giving Tax Accrual	5,000		600	1,200
CBF interest accrual	1,169	8,447		
		<u>12,132</u>		<u>8,089</u>
11 Sundry Creditors and Accrued Expenses	2023	2023	2022	2022
	£	£	£	£
<i>Accrued Expenses</i>				
Donations	3,000		5,969	
Electricity	536		296	
Gas	901		930	
Sundry Creditors	110		220	
Repayments re piano loans	3,025			
Professional Charges	700	8,272	700	8,115
<i>Deferred Income</i>				
Rent received early		1,135		1,113
		<u>9,407</u>		<u>9,228</u>

12 Related Trusts

Dorothy Grover Trust

This Trust, which is a separately registered charity, no. 276803, is established for the welfare of St Nicolas Church; the trustees are: Peter Oldroyd, David Coom, Iain Ferguson. and Revd Neil Roberts..

13 Purchases of Equipment	2023	2022
	£	£
Screen room divider	601	
2 x TV stands	99	
3 x Banners	270	
Display board	289	
Storage box	466	
Vacuum cleaner	139	
130 chairs	15,325	
Cross and nails		88
Giving station		450
Pavement sign holder		50
Water butt		52
Sundry tools		95
	<u>17,189</u>	<u>735</u>

Notes forming part of the accounts to 31 December 2023

14 Employees and staff costs

The average number of employees during the year was 3 (2022 : 3).
The total cost of employing these (part-time) staff was:

	2023	2022
	£	£
Salaries	<u>35,146</u>	<u>33,074</u>

The charity employees work on a combination of charitable activities and administrative matters.

15 Traidcraft

	2023	2023	2022	2022
	£	£	£	£
Activity in Traidcraft goods during 2023 was as follows:				
Income from Sales		1,180		613
less: Purchases	(1,015)		(603)	
Opening Stock	(96)		(84)	
Closing Stock as at 31 Dec 2023	0		95	
movement in cash on hand	<u>(33)</u>	<u>(1,144)</u>	<u>22</u>	<u>(570)</u>
net surplus/(deficit) for the year		<u>36</u>		<u>43</u>

16 Governance Costs

	2023	2022
	£	£
Independent Examiner's Remuneration	<u>450</u>	<u>450</u>

17 Coffee etc Account

	2023	2023	2022	2022
	£	£	£	£
Opening balance		16		25
Receipts	-		3	
Paid to PCC general account	<u>(16)</u>	<u>(16)</u>	<u>(12)</u>	<u>(9)</u>
		<u>0</u>		<u>16</u>

18 Music

	2023	2022
	£	£
Director of Music, salary	13,010	12,270
Purchase / hire of music	464	609
RSCM membership fee	127	110
Organ maintenance, piano tuning	1,291	1,291
Foundation Choristers	11,325	11,320
Musicians	1,950	1,690
Sundry	109	263
	<u>28,276</u>	<u>27,553</u>

19 Related Party Transactions

One member of the PCC was employed as a part time administrative assistant of the Church at a total annual salary cost of £15,610. No other members of the PCC nor any parties connected with them received any remuneration during the year.

Expenses amounting to £4,867 incurred by the Rector and the Curate in carrying out their pastoral duties were re-imbursed to them during the year. No other members of the PCC, nor any parties connected with them, were paid expenses during the year, other than reimbursement of payments made on behalf of the church.

The purchase of the new piano was part funded by loans received from members of the congregation; these included three current members of the PCC.

20 Previous Year Statement of Financial Activities

Statement of Financial Activities for the year to 31st December 2022

	Note	2022		2022	2022
		Unrestricted Funds		Restricted	Total
		General	Designated	Funds	
		£	£	£	£
<i>Incoming Resources</i>					
Given by the Congregation	2,7	54,502		6,241	60,743
Donations and Bequests	3	45,870		17,706	63,576
Investments etc. Income		62,963		859	63,822
Other Income		35,215		1,911	37,126
Total Incoming Resources	2	198,550	-	26,717	225,267
<i>Resources Expended</i>					
Church Expenses	4	52,085		2,625	54,710
Parish Expenses	5	52,624			52,624
Community Centre Expenses	6	12,416			12,416
Parish Share		77,883			77,883
Donations Made	7	5,190		6,241	11,431
Total Resources Expended		200,198	-	8,866	209,064
Net Incoming Resources for the Year		(1,648)	0	17,851	16,203
Gains/(losses) on Investment:	8,9		(35,067)		(35,067)
Revaluation gains/(losses) on Properties					
Funds as at 1 January 2022		27,668	1,872,887	69,423	1,969,978
Transfers between Funds					
Funds as at 31 December 2022		26,020	1,837,820	87,274	1,951,114
<i>Allocation to Funds of Net Incoming Resources</i>					
General	8	(1,648)			(1,648)
Chancel Re-ordering				7,250	7,250
Chairs				3,831	3,831
Piano				5,524	5,524
Flowers Fund				225	225
Hazelden Fund				737	737
Bellringers' Fund				284	284
		(1,648)	0	17,851	16,203
<i>Transfers Between Funds</i>					
General	8	(600)			(600)
Comm Centre & Loseley Chapel Redvpmt			600		600
		(600)	600	-	-



**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING OF ST NICOLAS' CHURCH HELD ON
SUNDAY 26th MARCH 2023 AT 11:45AM**

In the absence of Fr Neil, Darrol Radley chaired the meeting. Members of the Electoral Roll attended in person and online.

The Chair asked Fr Nick Edwards to open the meeting with prayer.

Part 1

1	Apologies were received from Fr Neil Roberts, Patrick Andrew, Celia Chapman, David Coom, Marian Coom, Sally Lowe, Pauline May, Pauline Oldroyd, David Sharpin, Linda Sharpin, Julia Wake
2	<p>Rector</p> <p>In Fr Neil's absence due to illness, Darrol wished to express his thanks to Fr Neil for the leadership, inspiration and challenges he has brought to us over the last year. He has really settled in and is getting to grips with the challenges and opportunities and thanked him for his energy and enthusiasm. He also wanted to record our thanks to Helen and the boys who have a lot to put up with as a Rector's family as they support him in his work.</p>

Part 2 Election of Churchwardens

3	The minutes of the meeting held on 3 rd April 2022 were approved unanimously as a correct record. The minutes were signed by the Chair.
4	<p>Cath, as PCC Secretary, explained that Darrol had already served six years as Churchwarden and would not normally be permitted to stand for a further year. She proposed that the meeting bypass Section 2(1) of the Churchwardens' Measures 2001 to enable Darrol to stand. This was seconded by Catherine Ferguson and approved unanimously.</p> <p>Election of Churchwardens: Hilary Fletcher was proposed by Jana Phillips and seconded by Cath Anderson. Darrol Radley was proposed by Jonathan Neil-Smith and seconded by John Hutchinson.</p> <p>Both nominees had confirmed their willingness to stand. The meeting voted unanimously that they be appointed for the year ahead.</p> <p>Darrol wished to reflect on our loss during the year of Linda Barnes, his fellow churchwarden. He recalled how they worked so well together and how he could not have got through the interregnum without her. He thanked Linda for her contribution and wished that she Rest in Peace which was echoed by the meeting.</p>

Part 3 Annual Parochial Church Meeting

5	The minutes of the meeting held on 3 rd April 2022 were approved unanimously as a correct record. The minutes were signed by the Chair.
6	There were no matters arising.
7	The reports in the booklet were formally received.

	<p>Cath made a report on the Electoral Roll: at the start of the meeting there were 132 on the roll - 54 in the parish, 73 outside the parish and 5 in category C. There had been 4 deletions from the roll and 8 additions.</p> <p>Darrol commented that this is a small indication of how we are moving forward as a parish.</p> <p>Catherine wished to make a correction to the Rector's report which stated that the church had been there since 1308, commenting that it was much earlier than that – 1160/1170.</p>
8	<p>Finance.</p> <p>In Patrick's absence, Iain Ferguson presented the accounts.</p> <p>He firstly thanked Patrick for his huge contribution as Treasurer over the last 30+ years, praising his skill and commitment to the role. He also thanked David Coom as he stepped down from his role as Planned Giving Officer, wishing him and Marian all our best wishes. Darrol also wished to thank David Sharpin for stepping in to the role.</p> <p>Iain spoke to presentation slides – see Appendix 2. He referred to the Treasurer's Report which showed a deficit of £1,648, following a contribution of £42,000 from the Dorothy Grover Trust. This means that there was an operating deficit of £44,000. It is pleasing to note that this is an improvement on the previous year. Our income from use of the church and parish centre increased, together with a small but welcome increase in planned giving. It was also very good to see a return of the contribution from Cards for Good Causes run by Darrol and Andy Anderson. Our expenditure in 2021 had included our contribution of £20,000 to refurbishing the Rectory prior to Fr Neil's arrival.</p> <p>Iain gave a breakdown of how our income was derived: 33% planned giving and collections; 7% from use of the church and parish centre, and 6% from bequests and other donations. So 46% of 2022 income came from the living community. Just over half is derived from legacies, investment and properties. It is right that we should remember them, people such as Hope Baillie, Brian Elkington, Helen Painting, Bill Cox and many others. 25% of total income is derived from the one bequest of Dorothy Grover, left in 1978.</p> <p>46% of expenditure is for parish share, paid to the diocese and that pays for salaries and pensions, external maintenance of the Rectory etc. The next biggest expenditure is the spending on the parish and church - running the buildings, the office, maintenance, cleaning etc. Music makes up 16% of our spending and does so much to enrich our worship and the life of our church. The Children & Families worker took 7% of expenditure – this was for just half a year as Liam left during the year. 3% of expenditure is donations to charities, the majority going to the school.</p> <p>The operational deficit of £44,000</p> <p>Without the Dorothy Grover Trust we would not be where we are today. The income from her legacy continues to be an important part of our life at St Nicolas'. The trustees are Peter Oldroyd, David Coom and Iain Ferguson. The DGT has a target of giving £60,000 per year to the church, whilst preserving the capital. £42,000 of that supports running costs whilst the balance goes towards funding PCC projects such as new boilers, new roof of St George's Chapel, sacristy upgrade and new chairs. We owe Dorothy Grover a huge debt of gratitude.</p> <p>Just to operate the church and centre, it costs us £950 per week. Our parish share is £1500 per week. £750 is spent on music and the children and families worker and we spend £100 on donations to charity (the monthly collections totalling c£6,000 in 2022 are not included in the figures). In total therefore we spend £3,300 per week and the congregation give about a third of that.</p> <p>Looking ahead we hope for greater income from third-party use of the church and parish centre, extended use of the church (now weekly) by the Romanian Orthodox Church and hopefully an increasing trend in planned giving. We will have increased expenditure as we will have a new Curate and need to house him. We fundamentally believe that having a curate here really adds to the life of our parish. We are also recruiting a new Children & Families Worker jointly with the URC.</p> <p>Our projected deficit of £60,000 will be wholly taken up by donations from the DGT. However, Fr Neil has set us a challenge – to cover our parish share giving. This is the greatest thing that we can do as</p>

	<p>a congregation. If we want to ensure that there are people after us, we need to close the gap. Iain concluded by thanking those generous givers in our congregation and community.</p> <p>The piano was financed by donations and loans and this is a novel way to raise funds which we might use in the future.</p> <p>Iain highlighted to PCC members some slight changes to the accounts as approved at the last meeting, relating to wording of policies, notes etc and a note re financing of the piano. The numbers remain unchanged.</p> <p>Darrol thanked Iain for his presentation given in such a clear manner.</p> <p>David Greenwood asked if it would be helpful to give regular givers an indication of how much they should increase their giving by. Iain replied that as giving is £1100 per week and to cover parish share, £1500 per week is needed, this is an increase of 35%. However, it is for each of us to look at what we can do. Fr Neil and David Sharpin will want conversations more directly with people.</p> <p>Maureen Hibberd thanked Iain for explaining the Dorothy Grover Trust which we have never really understood before.</p> <p>Caroline Coleman proposed that the meeting formally adopt the accounts which was seconded by David Greenwood. This was agreed unanimously.</p> <p>The reappointment of Julian Ansell as our Independent Examiner was proposed by Philip Hooper and seconded by Tilly Sharpin. This was agreed unanimously.</p> <p>Darrol expressed his appreciation to the Finance Advisory Committee and their overview of our finances, ably chaired by Iain Ferguson.</p>
9	<p>Elections to the PCC:</p> <p>There were four vacancies for a term of three years each, one vacancy for a term of two years and three vacancies for a term of 1 year. The following nominations had been received.</p> <p>Wendy Gabriel: proposed by Cath Anderson and seconded by Jo Radley.</p> <p>David Greenwood: proposed by Jonathan Neil-Smith and seconded by John Hutchinson.</p> <p>John Hutchinson: proposed by Jo Radley and seconded by Darrol Radley.</p> <p>Stuart Murdoch: proposed by Catherine Ferguson and seconded by Iain Ferguson.</p> <p>Jonathan Neil-Smith: proposed by Jo Radley and seconded by Darrol Radley.</p> <p>Jo Radley: proposed by Linda Sharpin and seconded by Donald Thompson.</p> <p>Steve Reeds: proposed by David Sharpin and seconded by Darrol Radley.</p> <p>Phil Thomas: proposed by Cath Anderson and seconded by Hilary Fletcher.</p> <p>All were duly elected. It was agreed that they would indicate to Cath their preference in terms of length of service and would be informed of the outcome in due course.</p> <p>Darrol wished to record his thanks to Catherine Ferguson and David Coom for their service on the PCC. Catherine is now our Custos, guardian of the history of the church.</p>
10	<p>Elections to Deanery Synod:</p> <p>There were three vacancies. The following nominations had been received.</p> <p>Linda Sharpin: proposed by Cath Anderson and seconded by Darrol Radley.</p> <p>Donald Thompson: proposed by Linda Sharpin and seconded by Darrol Radley.</p> <p>Darrol confirmed to Andrew Rustell that as he sits on Diocesan Synod, he is therefore a member of Deanery Synod.</p> <p>Linda and Donald were duly elected.</p>
11	<p>Darrol read out the names of sides-people. The names are received at the APCM but he urged to undertake this role to speak to a churchwarden. Appointment can then be made at a future PCC</p>

	meeting.
12	<p>Any Other Business</p> <ul style="list-style-type: none"> • John Varney asked Darrol to speak briefly about the Living Organ Project. Darrol reported that our organ needs some work doing to it. It is an historic instrument and has had work done on it during the years. It needs constant service and maintenance. It is becoming harder to play but is worthy of restoring. Our challenge is that it will cost a lot of money - perhaps in the region of £200,00 - £250,000. It is not something we feel we can justify spending from parish funds so Fr Neil has put together a committee to appoint Paul Hale to report on what is necessary and get quotes. Some organisations will support the restoration of organs and we will look to approach them. The committee's role will be to raise the required funds and is chaired by Phil Thomas. Jenny Austin queried mothballing the machine, but Phil Thomas cautioned against recorded music. • Maureen wished to thank Darrol for all he has done for her and for the church. Iain Ferguson also wished to thank Jo for supporting him.
13	<p>Next year's APCM would be held on 17th April 2024.</p> <p>Fr Nick closed the meeting with a blessing.</p>

Signed Date

Accounts



ANNUAL CHURCH MEETING APCM 2023

SUNDAY 26th MARCH
11:45 am



Agenda

Annual Parochial Church Meeting

PART I

1. Apologies for absence.
2. Rector

PART 2 : THE ELECTION OF CHURCHWARDENS

All who live in the parish or who are on the Church Electoral Roll are eligible to vote for Churchwardens.

3. To confirm Minutes of the meeting held on 3rd April 2022
4. To elect two churchwardens.

PART 3 : ANNUAL PAROCHIAL CHURCH MEETING

All who are on the Church Electoral Roll are eligible to vote for the PCC. In their report the Churchwardens have referred to the fabric of the church and any matters they wish to bring to your attention as they are formally required to do. Before you come to the meeting please read the reports below about different facets of our church life.

5. To confirm Minutes of the meeting held on 3rd April 2022
6. Matters arising from last year's meeting
7. To receive the reports
8. Finance
 - i To thank the PCC Finance Advisory Committee for their overview and advice
 - ii To receive the Treasurer's presentation of the examined accounts
 - iii To formally adopt the accounts
 - iv To appoint an Independent Examiner
9. Elections to the PCC (conducted by the Churchwardens)
10. Elections to Deanery Synod (conducted by the Churchwardens)
10. To receive the names of Sides-people (names to be read out by a Churchwarden)
11. Any other business
12. a) The date proposed for next year's Annual Meeting is 17th March 2024.
b) Dates for future PCC meetings (and of the PCC Standing Committee) will be circulated to members.

Parochial Church Council

Members of the PCC are elected for a three-year term of office. The two churchwardens are elected at the APCM annually. Deanery Synod members are elected every three years and are ex-officio members of the PCC. All PCC officers are elected at the first PCC meeting after the APCM.

The Rector is chair of the PCC. A deputy chair is elected at the first meeting after the APCM and is usually one of the Churchwardens. The Parish Administrator also plays a large part in the management of our church life, carrying out many of the requests and decisions of the PCC.

There is a Standing Committee that meets to deal with specific matters delegated by the PCC. It provides the PCC with full notes of each of its meetings. The Standing Committee consists of the Rector, Churchwardens, Treasurer, Stewardship Promoter and two nominated PCC members. In addition to this there is a Finance Advisory Committee consisting of the PCC Treasurer, the DGT Treasurer, one of the Churchwardens (as decided by themselves for each meeting), another appointed by the PCC for a period of 1 year and the Rector, as an ex-officio member.

Events April 2022 to March 2023

During the past year, the PCC has met on 7 occasions. The following topics comprised the main business of the PCC meetings:

- Children's Worker and the future of Children's Ministry including Families Resources in church
- Projects including the replacement of church chairs and the piano in church, reordering of the chancel and a welcome desk
- Finances
- School including governors and First Communion
- Our commitment to the environment
- The possibility of welcoming a Curate
- Review of the Foundation Singers
- The Romanian Orthodox Church
- Safeguarding, particularly training
- Data Protection Act / GDPR.
- Review of PCC policies and regular update of Electoral Roll.
- Regular updates from Deanery Synod.
- Support of projects and good causes.

Rector's report

I begin, as I did last year, with my thanks.

First a thank you to Darrol as my Churchwarden after having tragically lost his fellow Warden, Linda, this last year. His time, friendship and support have been immeasurable and his love of this place and for my family are without doubt my most compelling reason for believing in the goodness of humanity. Jo, to you, too, a word of thanks - not least as a Warden widow - as I am certain it should be so-called, since Darrol has spent so much time either here or in meetings with me - a huge thank you. But of course, a thank you should go to you too, in your own right - as my Safeguarding officer, as one who has given freely of your time in making curries for our new faith and exploring group, Curry and Questions, and for Friday coffees and Lent lunches and Wednesday's Café Play and countless occasions - a huge thank you.

To Cath, our Parish Administrator, Leader of Junior Church, secretary, sorter of diaries, solver of problems. Another immeasurable debt of thanks. Without your constant positivity, presence and proactive engagement, much of what I imagine might be possible, could not be done. Your friendship, love and support are a pearl beyond price and I thank God every day for you and for Andy's patience in allowing us to borrow you. Bless you.

To Rick, our Director of Music, too, an enormous and heartfelt thanks. Choral traditions are like ice-sculptures. They are beautiful, crafted, chiseled and created with care - they take enormous amounts of time and can easily be destroyed without the correct environment. Rick has not only created the correct atmosphere to attract quality singers, but also now, as was our plan, begun to welcome our volunteer singers too, to the fold. On average, there are now five volunteers alongside our four foundation singers. This is the beginning of this wonderful expansion of

the musical tradition, which helps to define our catholic heritage of which we are guardians. With our new piano, gifted by the generosity of loans and contributions, we have the opportunity to demonstrate the beauty of this place to new groups who will wish to make use of our space.

I should also like to thank Jana for producing such an informative and attractive newsletter each month and for her huge efforts in promoting Traidcraft.

The organ, a fine three manual Fr Willis, is faring less well and estimates of in excess of £200,000 to rebuild the instrument are being examined carefully. I have established a working party to this end and this Living Organ group will diagnose, raise money for and lead this project over the next five years. What is clear is that if that were to be my focus it would remove my energy and time from the office and work of a priest as outlined in the Ordinal and the basis of the Induction and Collation in which I swore my oaths here, just over a year ago; in short, it cannot be my focus and it cannot be the money of the church which will fund this project. I am grateful, therefore, to those I have invited to form this group - our former DoM, John, Phil as PCC member, Catherine and to Rick, a churchwarden and Gillian our fellow Organist at the URC. This group has been tasked, as I say, to outline the extent of the work required, to determine the nature of funding and to raise the money to complete the task.

The people, the music, have been a real blessing this past year. It has been my privilege and pleasure to direct, walk alongside and pray our way together. It is the music and the people of God here that make this such a special family to be a part of.

Of course, we also need somewhere to meet and this House of God where prayer has been valid since 1308 or thereabouts, is also a special place. The building of buildings, their maintenance and how we employ this building all reflect our theology - our words and understanding about God. In this place, in our souls, there is, firmly rooted, the Catholic deposit of faith and our worship reflects this.

My thanks, too, to my serving team which relish the challenge of this catholic ritual which fills this space. With the arrival of a new Rector with new ideas, the early days can feel unsettled - and what was thought of as 'received wisdom and practice' are often revised. I am grateful to Catherine for her management of the team and an especial welcome to newer servers - the team is growing - including Donald, Steve, Benedict and Linda in what I hope will be in the months to come, a refreshed and clearer space in the sanctuary.

I am delighted too, that we have been able to appoint a new Sacristan, Paul. New to the church family, he has become a familiar figure here and about - either serving coffee, on the Traidcraft stall, on the AV desk and now as Sacristan. I am grateful to Andrew who has done this in the past year, but midweek work commitments made this complex and so Paul is willing and able to pick up the baton and press forward - candles, vestments and silver will be his remit and he has already started in earnest.

I established a pastoral support group - a PSG - on my arrival. Aply led by David Greenwood who visits our residential care regularly for Home Communion services, and in conjunction with our Prayer for Healing group, we pray for and visit those who seek pastoral care. In parallel with visits from me, this is important ministry and I am grateful to members of the prayer group and to David and Hilary as Licensed Lay Ministers charged under my care for this ministry.

Over the next few months we shall make progress on enacting the will of the PCC as approved by them, and subject to the planning permissions of the church - the faculty process - for the revisions to the sanctuary. It is a matter of public record, as outlined at last year's APCM, that this is all part of the five year plan for the building including the organ, a welcome desk, the flooring of the sanctuary and the re-appointment of the stone altar to the north corner under the mosaic of George and Helena.

We shall continue to look at ways to physically open up the internal space of the building including making the sanctuary easier to use in worship, for public benefit and de-cluttering the space. Again, I am grateful to Darrol for progressing this work with Cath and Catherine.

Of course, stage one is complete with the arrival of new chairs - I know that you will all be sitting comfortably, for once. Their flexibility and ease of movement have already been well received. Now, we move to the next stages.

It is important to me, however, that we don't go blindly about this work, but are sensitive to our history; I would go further and suggest we should be aiming to restore the natural beauty of this place as I hope our plans will attend to. To this end, after many years on PCC and sometime Warden, I have invited Catherine Ferguson to be Custos. This is an ancient title pertaining to the maintenance of the building - the rememberer, as it were. I am delighted that Catherine has accepted this charge and has already been invaluable in sourcing the deeds of the church school and will be of equal import in the Living Organ project and the re-ordering of the sanctuary.

New titles, new servers, singers and new members of the worshipping community - this has been a year of growth and we have begun the work together, of building a growing family of faith. This is not my work, nor is it to my credit, but it is something which rejoices the heart because we are beginning to use our hands not only to hold

together in prayer, but to open them in welcoming others and busying them in building this community. If the devil makes work for idle hands, then he hasn't a hope here! Our average attendance has risen from 42 to 70 and there is more to do.

We have welcomed our Romanian Orthodox families and their priest, Fr Adrian. The income generated from this has ensured that we have been able to advertise for a new children's worker in partnership with the URC. Seeing the church full of those who would not usually be with us, is a real moment of Christian hospitality and we should be mindful of the grace of that gift from God.

We have also seen the ongoing work of Tuesday Group, Café Play and Friday morning coffee. Those attending Mass on Fridays grows steadily and there is a wonderful feeling of positive spiritual growth in our Walsingham cell, Curry and Questions and Beer and Banter groups. This year, I hope, will build on these as we grow in confidence and love for one another.

This Petertide we look forward to the making of deacon of Fr Alistair. We welcome him to his training parish for the next three years and I know that you will welcome him as I have the privilege of forming him as a new priest come 2024. He, Carrie, Belle and Didi are in our prayers.

School remains our focus both as PCC and for me, as Rector. I continue to work in demanding times, with our school staff and children and there is a growing understanding of the church as another aspect of their real estate and provision. We are now, truly, seeing one another as the other side of the same coin. That will continue to take my time and I will continue to invest in that space as our mission to the unchurched and churched alike.

Our financial position remains somewhat complex.

St Nicolas, it appears to me from the last 12 months or so of being here, has a reputation of being well heeled. It is thought and indeed I have heard it said, both from without and from within the worshipping community, that there is ample money and that as a consequence there is little need for the congregation to be generous in their regular giving. That said, a few do give a lot – and there have been several generous one-off donations during the past year – but most give not enough I am afraid to say. We ran with an operational deficit of around £44,000 in 2022 - we covered this, by taking from our Dorothy Grover Trust endowment, but it does mean we are depleting that reserve by the deficit amount each year. We are fortunate to have this support at the moment, but this is not sustainable in the long term.

What this means is that we need to set the target of being able to meet our diocesan quota for the year - something we fail to do at the moment. What do I mean by 'diocesan quota'? Each year, each parish must pay a contribution to the CofE in this place - the diocese. They it is who will pay the clergy, support their housing, train them; ensure that legal obligations are met and safeguarding, schools and other such august bodies are funded. At the moment, we fall short of this contribution by around £25,000 per year.

We should aim, therefore, in the next season to attend to this and this should be our focus, our target and our ambition. Without 'paying our way' in that sense, we would not be open, because we would not have, well, me! And from Petertide on this year, we will be gaining a second clergyman. It really is, I rather hope you will agree, very good value for money! So, let us be clear: without paying our diocesan contribution, our parish share, we should not remain open and we are not, yet, meeting that requirement. We must work on that now as a priority to ensure that I have a successor, come the time and that those who are not yet worshipping members of the congregation, have a church open for business.

I am pleased to say that David Sharpin has agreed to take on the role of planning giving officer and taking over from David Coom who has been a tower of strength and faithful steward. For good reason he is now stepping down and we thank him for his service, not least during the interregnum, to ensure - together with Iain and Patrick and Darrol who make up the Finance Advisory Committee and who give freely of their expertise and time - not only that we are financially stable but are savvy with money which sits in the common purse.

We have a gospel to proclaim as the hymn reminds us and that means: sound money, good people, growth focussed, positive prayerful thinking and sacrificial giving. All of these things are happening and I believe that God is in it all. But there is now more to do - I hope that there is much here to be cheered and encouraged by and that there is much to hope for in God's future. We have so much more to do to open up this building and return it to its original charge - to be the parish church for this place. We are not a niche congregation and I am not your chaplain - I am the Rector of my parish and share the cure of souls with my Lord Bishop and so my eyes are always on the door - who is next, who is coming, and who feels that they cannot or would not. They are the ones to whom I am sent and that is only possible because you share that vision - that mission, God's mission - to be there for the sake of the world. Thank you for your partnership in the Gospel which enables your Rector and St Nicolas to be known at the Board of Education, in the Diocesan Synod, in the selection of the new Bishop of Dorking, in teaching clergy at the diocesan clergy training college, at the local authorities as Borough Dean. These are an opportunity to demonstrate the catholic witness of the CofE and there is much to do - the harvest is rich but the

labourers are few and in the time to come there will be much more to celebrate because God is good, all of the time and that time is now. Members of the PCC will be going to a Parish Needs Day of training soon and on the back of that we shall be writing our Mission Action Plan. Pray earnestly for the Holy Spirit to enable us to hear clearly what God's call. And as I said last year,

The next five years are crucial for the stability of Saint Nicolas Parish Church. We have a significant deficit and inherited a shrinking congregation Sunday by Sunday and in addition to which in a post-Covid environment some things will never be the same again, not least the attendance pattern of people who can make a spiritual communion online, the competition offered to families by alternative attractions on a Sunday and the growing need to demonstrate the very relevance of religion in the public square. We cannot nor should not shrink from these unattractive realities in the challenges that lie ahead.

We are, therefore, being called to seek God's grace and not to act in our own power, as the Collect for Trinity XIX reminds us:

*O God, forasmuch as without you
we are not able to please you;
mercifully grant that your Holy Spirit
may in all things direct and rule our hearts ...*

Fr Neil

Churchwardens' report

You will see from the Fabric Report that most of the activities undertaken were of routine maintenance rather than major development and expenditure. However, this is not the complete picture! As this was Fr Neil's first full year it was very much one of planning and taking first steps.

Fr Neil, Linda and myself have put together a list of major projects that we believe will benefit the church and achieve our objective of opening up the church and welcoming more people to our facilities, not only as worshippers but in many different activities that will draw people into our beautiful church.

As Fr Neil has strengthened our connection with St Nicolas School, they have been returning for special services in the church. A benefit of our streaming facilities is that we are now able to stream the services at the end of term or harvest etc in a secure way so that parents and grandparents can be sent a private link and watch the children on YouTube if they are unable to attend in person.

Streaming of services continues to play an important part of our mission and I am grateful in particular to Andy Anderson for his dedication and skill in providing this service for our online community. I am pleased to thank and welcome Paul Gabriel who has also learnt the techniques of the system and is playing an active role in relieving Andy at various services. We also have Chris May who will be helping out from time to time so most of the events that need streaming can be streamed. One of our projects this year will be to relocate the streaming desk as part of the Chancel re-ordering to make space for the altar. We will also be investing in new additional microphones and settings to enhance the quality of the broadcast sound.

Linda would have been overjoyed to see the arrival of the new chairs and the impact and flexibility that they bring to the church. This will make so many more activities possible and enable us to make a very flexible space available for the community.

We successfully managed to sell all the old wooden chairs, mainly to a retired dealer who saw our advert on eBay and made us a decent offer. We are also grateful to a number of members of the congregation who bought chairs.

We have 130 of the new chairs and sold 230 so on the face of it we are 100 chairs down on what we used to have. However, on the small number of occasions when we need all 230 chairs, we have 100 chairs in the hall which can be used. Our total seated capacity including pews and other chairs will therefore remain at around 260.

Through the generosity of members of the congregation donating or loaning funds, we have been able to buy a new piano for the church. This has already been very much appreciated during the Christmas period for various concerts and is an important step in encouraging more choirs to use our facilities.

Last Autumn we welcomed the Guildford Shakespeare Company again with their brilliant one man show Dr Jekyll and Mr Hyde. We also saw more concerts from choirs now they are able to perform without restriction. Over the course of one week in December we had concerts and activities on six out of a seven-day period.

The removal of restrictions also enabled us to run two Christingle services. This is the first time that we have done this, previously we had been running just one service and the capacity was reaching around 400 people. This was not safe in many ways, so this year we invited people to prebook their seats and choose between two services. On Christmas Eve afternoon we welcomed well over 400 people safely and seated across two special

services! It remains a popular all family event with one particular group bringing together 15 members of one family to celebrate the start of their Christmas.

The low point of the year for us was the sad death of Linda Barnes, my fellow Churchwarden and dear friend to Jo and me. Linda played such a crucial role over the last few years, particularly during the interregnum and we worked well as a team. Her strengths were in many ways my weaknesses and vice versa and her voice, wisdom and infectious laugh is missed so much from our church meetings and social occasions.

RIP, dear Linda.

In the coming year there will be no let up to developing our plans for the use of the church and Parish Centre and we have been greatly encouraged by the growth in lettings of both the church and centre.

Our next step is to apply for a faculty to re-order the Chancel as mentioned. We plan to re-locate the altar, put down a new floor in the chancel and remove the rails. We have already received a donation for a new mobile altar and credence table and these significant steps will open up the chancel and flexibility of the church significantly.

The work of the Living Organ group to raise money for the restoration of our special organ will also start in earnest, beginning with a thorough investigation and recommended plan of action before updating a significant fund raising programme.

Finally I would like to thank all those of you that volunteer, however much or little you do. It is what helps this church to work and I have always been so grateful for the people that step forward to do things. We always need more volunteers for little or large things and we are always rewarded, but if you would like to help do let us know. A special thanks goes to Cath Anderson who does so much as a volunteer but is also such an excellent and unflappable administrator who just makes things happen!

My final thanks, however, must go to my lovely wife Jo, who has to put up with me being at the church far more than she should but her support is wonderful and appreciated.

Darrol Radley

Fabric report

JANUARY	Ampella attend Parish Centre boilers and arrange Worcester Bosch to repair a pump (under guarantee)
FEBRUARY	New tap fitted in gents' loo
MARCH	Parish Centre floors deep cleaned & ovens cleaned Portable Appliance Testing carried out
APRIL	Watkins & Watson service organ humidifier British Engineering Services inspect font cover and rood cross winch
JUNE	Pianos tuned Carpets and curtains in church cleaned
AUGUST	Windows cleaned in Parish Centre.
NOVEMBER	Stonemason adds Rector's name to memorial in church
DECEMBER	Ampella service Church and Parish Centre boilers Richard Thorpe serviced all fire extinguishers etc.

Children

The major change during the year has been that we lost Liam when he moved to pastures new in August. We miss his enthusiasm and friendly, positive outlook but are pleased for him and Holly that they were able to move to live nearer family.

This year's holiday club, The Greatest Show, used the film of the same name as the basis for looking at different characters from the Bible, whilst enjoying a visit from circus skills and drumming workshhops, as well as the usual crafts, songs and cake! The holiday club ran for 5 days with the last day being a family fun day including bouncy castle and bacon butties. It was a great success and was testament to all the hard work Liam put in to organising it.

Messy Church continues to meet on the first Saturday of the month. Wayne Hawkins from the URC plans and leads this since Liam left with support from members of both churches.

Our major focus is on our activities with children on Sunday morning. Since Liam left, I have had the privilege of leading Junior Church, guided and supported by Fr Neil. Numbers are good and I am supported by an amazing team of helpers. If the children enjoy it half as much as I do, we will be doing a good job! It never ceases to amaze me how perceptive they are and how they get to the heart of the matter so directly. It is an exciting time to be part of Junior Church.

Our Christingle services were extremely popular again this year. We asked people to reserve tickets for the services so that we could control numbers and we 'sold out' both. It was so lovely to have so many families, old and new, back in church, many dressed as angels, kings, shepherds etc.

We are now in the process of recruiting a successor for Liam, but for fewer hours, and look forward to our ministry with children growing and developing.

Cath Anderson

Stewardship

This year will be my last APCM report for Stewardship as I am having to give up the Stewardship Promoter role due to personal reasons. Over the years I have tried to encourage members of our Electoral Roll to join the Planned Giving Scheme and there are a number of loyal members, but too few of them to financially support the ongoing financial requirements of St Nicolas. The 127 Electoral Roll members, as at February 2023, equates to 96 individuals/families and of these only 36 are members of the Planned Giving Scheme, a disappointing 38% of the Electoral Roll. Of these 36 regular givers, the top 10 of these give 42% of the total income received and this is not a healthy situation.

Some congregational members do give at the Offertory via the envelopes or just with cash directly into the collection bag, but I would encourage you to join the Planned Giving Scheme to make this a more regular and identifiable contribution. We also need more of the younger church members to make their contribution via the Planned Giving Scheme. Also would those member who have not increased their giving for year, please consider doing so?

I hope that you will support the new Stewardship Promoter and I would encourage those Electoral Roll members who are not in the Planned Giving Scheme to join and ensure the future of St Nicolas Church. It is in your hands!

Goodbye and thanks!

David Coom

Data Protection

The PCC uses a fully GDPR compliant church management software system to store members' data and communicate most effectively and securely. Confidential paperwork in hard copy is kept in locked filing cabinets with limited access and safeguarding paperwork is kept in a safe, with access limited to the Rector and Safeguarding Officers.

Cath Anderson

Safeguarding

Training requirements for PCC members has broadened and the frequency of retraining has increased. I will be working with our PCC Secretary to ensure, to the best of my ability, that everyone's training is up to date. Also that new members to the PCC complete their training within the first couple of months.

The Parish Dashboard, which we are required to complete by the Diocese, is a very helpful checklist of everything that we have to think about and comply with. So far we have completed 95% of the actions required but it still needs everyone who should be trained to get up to date so that we can be seen to be 100%.

We routinely complete risk assessments for special services and events and we are committed to following the Diocesan guidelines in all regards to child and vulnerable adult protection.

Jo Radley

Deanery Synod

Deanery Synod met three times in 2022. In February the evening focussed on sharing and learning about each other's parishes and the areas of common ground, through praying individually and collectively for each church. Parishes were asked to share with the meeting one thing to give thanks for, one thing to pray for and one thing to aspire to.

In June the meeting heard from Archdeacon Paul Davies on the topic of "what deaneries are for".

In November Synod heard from two speakers who showed the difference that the church is making to the lives of the poorest in our society. Christians Against Poverty (CAP) told how the national charity works and the story of the local work that is being done in Guildford. North Guildford Foodbank then explained how people are referred, how the logistics are handled and how all of us can help.

St Nicolas' Infant School

Reflecting on the school year so far, there are challenges that spring to mind, with our small team feeling the impact of both long and short term staff absences. I'm sure many of you will be aware that we have been without our Headteacher since the autumn term, and without one of our teachers last half term. It hasn't been easy, but in

spite of this there are many more examples that come to mind of how our wonderful school community has and continues to live out our vision, living life in all its fullness (John 10:10). Our staff, governors and parents have come together with a sense of unity, and with our children at the heart of everything we do. Everyday I am reminded in many different ways of how blessed I am to be part of such an incredible school community!

Our staff family has been joined by several brilliant newcomers, each of them bringing so much to our team. We've welcomed Vivian as our new School Business Manager. Lucie has joined us as our Year 1 teacher, working as part of a job share. Amy has also joined the Year 1 team as a Teaching Assistant, and Jan has taken on the role of School Led Tutor. Jas has joined us as a Teaching Assistant in KSI for two afternoons a week and we also have a new caretaker, Chloe. Each of our new staff has very quickly become a valued member of our tight knit team, and this half term we have been delighted to welcome back to the team the staff who we have missed during their absence.

Our partnership with St Nicolas' Church has continued to grow, and a recent survey we completed, for the National Church Growing Faith Partnership, has demonstrated that children and staff find this relationship to be so fruitful that we have been invited to contribute to a focus group next month, to share more on how we have achieved this. The children's responses to the survey questions were so lovely that it's been hard to choose which to share with you, but here are just a few:

"When I try my best I feel close to God, because God loves the best I can do."

"Fr Neil talks about God and we learn about God a lot and it's like you're right next to God."

"Whenever I get called to lead the prayer, I feel nervous, but God whispers in my ear to tell me what to say and I feel happy."

Fr Neil has invited parents to join some of the Collective Worship he leads in school, and the response to this has been very positive. We've also come together as a community in our church more this year, with services each half term. In February we celebrated our first Candlemas at church. The children so enjoy coming to church and love seeing their work displayed in pride of place in the narthex. They were also delighted to see Fr Neil wearing the special birthday present they had made for him at the service!

We've had our SIAMS Review this half term, and this was a hugely encouraging experience, which reinforced what Fr Neil is always telling us about the strength of the Christian distinctiveness and ethos of our school. Over this term we have had two visitors from the Diocese comment on how our vision and values are truly lived and shine through from the moment you enter our little school.

Our value this half term is hope, and our children certainly embody this. One example of this is our Green Team. They are working towards the Eco Schools Green Flag award, and it's been inspiring to see their passion and determination as they have put their minds to ensuring our school community is more eco-friendly. The children have even written to our MP to share their thoughts on this matter!

So on the days when the challenges we have faced have tested us, taking a moment to 'look for the light' and seeing how our children are flourishing gives me hope. I can't think of a better way to put it than the way one of our Year 2 children did in Collective Worship this week - "Jesus always brings peace and everything will be okay because he looks after us."

Dina Pandis, Acting Headteacher

Tuesday Group

Tuesday Group has continued to meet in the Parish Hall on a weekly basis (excluding school holidays) to share in a rich programme of activities and events, and for good company, lively conversation and mutual support.

The past year's programme has included craftwork, discussions on a variety of topics, games, puzzles and quizzes, as well as occasional guest speakers from outside the Group. The Group was pleased to support St Nicolas's Church's contribution to last year's URC Christmas Tree Festival, by producing a number of the decorations for the tree.

Numbers attending have recently built up somewhat from a post-Covid reduction, and the Group continues to welcome those who attend on a drop-in basis as well as those who attend regularly. Posters and the webpage on the St Nicolas's website publicise the current programme - but word-of-mouth is the strongest recommendation, so it would be very helpful if members of the church were to remember to publicise Tuesday Group's existence, when appropriate, to friends and relatives - and indeed, consider whether they themselves could come to the meetings.

Cathy Goodwin

Registered Charity number 1133971

Parish Church of St Nicolas Guildford

Report and Accounts

31 December 2022

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Parish Church of St Nicolas Guildford
Church Information

Church address

Parish Church of St Nicolas Guildford
The Parish Office
Bury Street
Guildford
GU2 4AW

The church is a charity registered with the Charity Commission. The full registered name is:
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

The registration number is: 1133971

Parochial Church Council

PCC Secretary Catherine Anderson

The following were members of the PCC as at the start of the Annual Parochial Church Meeting held on 26th March 2023

Revd Neil Roberts		Incumbent
Darrol Radley		Church Warden
Philip Hooper Andrew Rustell		Diocesan Synod Members
Elizabeth Hooper Philip Hooper	Jo Radley Andrew Rustell	Deanery Synod Members
David Coom		Stewardship Promoter
<i>Elected Members:</i>		
Catherine Anderson Jane Birch Jenna Clare	Caroline Coleman David Coom	Catherine Ferguson Hilary Fletcher David Greenwood
<i>Co-Opted Members:</i>	Linda Sharpin, Philip Thomas	
<i>Treasurer to the PCC:</i>	Patrick Andrew	

Bankers

NatWest Bank plc 151 High Street Guildford GU1 3AH	CCLA Investment Management Limited The CBF Church of England Funds One Angel Lane London EC4R 3AB
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Independent Examiner

Julian Ansell FCCA
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

The PCC present their annual report and accounts for the period ended 31 December 2022

Name, address and constitution

The full name and address of the church is The Parish Church of St Nicolas Guildford, The Parish Office, Bury Street, Guildford GU2 4AW. The Parochial Church Council (PCC) is a body elected by those eligible to vote at the Annual Parochial Church Meeting.

The PCC is registered with the Charity Commission. The PCC members are trustees of the charity and are therefore bound by the laws relating to the Charities Act 1993.

The PCC works with the Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Organisation

The PCC currently comprises 8 elected, 2 co-opted, and 6 ex officio members.

As required by law, the PCC has delegated to nominated members the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The PCC also has a standing committee which meets in order to prepare and review the agenda for the meetings of the full PCC.

Review of the Year

For an account of the aims and objectives of the church, for details of maintenance carried out on the fabric of the church, and for a record of the meetings held by the PCC during the year, please refer to the appropriate reports within this document,

Significant changes and developments and plans for the future

The PCC has purchased a new grand piano and has also contracted to buy 130 new chairs for the church. The re-ordering of the chancel flooring is also being considered.

The electoral roll and church attendance

At the start of the Annual Parochial Church Meeting on 26 March 2023 there were 132 names on the roll; of these, 56 are resident within the parish and 76 are resident outside the parish.

The number of regular communicants averaged 70 per week.

Transactions and Financial position

The financial accounts are set out on pages 7 to 18. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and in conjunction with the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales in March 2005. The trustees consider that the financial performance by the charity during the year has been largely as expected.

The Statement of Financial Activities shows a surplus of net incoming resources for the year of a revenue nature of £16,203, and net realised incoming resources of a capital nature of £Nil, making overall a net surplus of incoming resources of £16,203. The total reserves at the year-end stand at £1,951,114 of which £87,274 are restricted funds and £1,863,840 are unrestricted.

Specific changes in tangible assets

A grand piano has been purchased, replacing the previous one. The PCC continues to own three residential properties.

Availability and adequacy of assets of each of the funds

The Board of Trustees is satisfied that the church's assets are available and adequate to fulfil its obligations.

Policies on reserves, investment policies and investment performance

Surplus cash reserves are placed in interest earning accounts operated by the church's bankers. The PCC adopts a low risk policy in the management of its investments and seeks to maximise the income derived from them.

Effectiveness of fundraising policies

The church relies for its income substantially on regular planned giving by members of the congregation. Steps are taken regularly to remind members of the benefits to the church of making such giving in a tax efficient manner. Income is also derived from property rentals and from other activities as detailed in the notes to the accounts.

The Church's grant making policies

Special collections are held throughout the year and these, together with other amounts from the church's reserves, are gifted in furtherance of the church's charitable objectives. Details of these donations, totalling £11,431, are shown in note 7 to the accounts.

The major risks to which the church is exposed and reviews and systems to mitigate risks

The PCC seeks to identify the major risks to which the church is exposed each financial year when preparing and updating its strategic plan, in particular those related to the operations and finances of the church. The PCC then reviews any major risks which have been identified, and establishes procedures to mitigate those risks. The PCC is satisfied with the procedures that are in place to mitigate such risks.

The church is open to the usual financial risks of any organisation, and the PCC has introduced controls to minimise these risks, such as two signatures being required for all payments from bank accounts. In addition, the accounts are regularly presented to members of the PCC and are open for members' inspection at any time.

The PCC has an established safeguarding policy and has a named children's and adults' safeguarding representative.

Legal Status

The church is an unincorporated association that is recognised under the Charities Act 2011. As with many other PCCs within the Church of England, the PCC registered with the Charity Commission during 2010 and is now required to file accounts with the Commission. Copies of the accounts must also be made available to members of the public on request.

The members of the Board of Trustees of the Church, the PCC, during the year ended 31 December 2022 were:-

Revd Neil Roberts			David Greenwood		
Catherine Anderson			Elizabeth Hooper		
Julia Andrew	decd	05-Jan-22	Philip Hooper		
Linda Barnes	decd	30-Sep-22	Stuart Murdoch	retd	03-Apr-22
Jane Birch			Jana Phillips	retd	03-Apr-22
Jenna Clare			Darrol Radley		
Caroline Coleman			Jo Radley		
David Coom			Liam Rowlings	retd	03-Apr-22
Catherine Ferguson			Andrew Rustell		
Hilary Fletcher			John Vines	retd	03-Apr-22

Responsibilities of the Trustees for the Accounts

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and regulations.

The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity, of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to material 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 adequate accounting records that are sufficient to show and explain the charity's transactions, 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 provisions of the Charity's constitution. 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.

Insofar as each of the trustees of the charity at the date of approval of this report is aware, there is no relevant information needed by the charity's independent examiner in connection with preparing the report of which the charity's examiner is unaware. Each trustee has taken all of the steps that he/she should have taken as a trustee in order to make himself/herself aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

This Annual Report of the Trustees, prepared under the Charities Act 2011, was approved by the Board of Trustees on 7th March 2023

Catherine Anderson
PCC Secretary 7th March 2023

Treasurer's Report

Our basic financial performance in 2022 is summarised in the following table; this shows our continuing heavy reliance on the contribution received from the Dorothy Grover Trust. These figures summarise the first column in the main report, i.e. these exclude the restricted and the designated funds, and therefore reflect our core performance.

	<u>2022</u>	<u>2021</u>
	£	£
Free (i.e. unrestricted) income	156,550	134,543
including...Dorothy Grover Trust donation	<u>42,000</u>	<u>42,000</u>
	198,550	176,543
less Total running costs *	<u>(195,008)</u>	<u>(206,259)</u>
leaving	3,542	(29,716)
less Donations made	<u>(5,190)</u>	<u>(7,500)</u>
Surplus / (Deficit) for the year	<u>(1,648)</u>	<u>(37,216)</u>

* (Church + Parish + Parish Centre + Parish Share)

This summary shows a marked improvement over the previous year's performance; this is pleasing in some respects, notably the increased income derived from planned giving, but we have to remember that in 2021 it was only in the second half of the year that we were able to let out the parish centre and the church to choirs and other groups. We also spent some £20,000 on refurbishing the rectory in 2021.

Our three investment properties were let throughout the year; the investment derived from the Hope Baillie fund has produced a steady income, and it has not been necessary to draw down any cash from that fund. The chairs in the church are being replaced and we are selling as many as we can of the old ones. And sales of coffee are booming!

Expenditure has been largely contained within budget; we have fixed price contracts for gas and electricity that extend out to 2026 and thus we expect to be protected against the worst of the energy price rises; the increase in music costs reflects our commitment to the foundation choir that has performed throughout the year.

A new grand piano has been purchased and is shown in the balance sheet. This purchase was funded by a mix of donations and loans received from members of the congregation (plus a grant of £1,000 from Surrey County Council). The loans are also shown in the balance sheet; these will be repaid by reference to the income derived from letting the church to visiting choirs, and by additional amounts calculated at the PCC's discretion. As already mentioned, the chairs in the church are being replaced; the cost of this is being borne by the Dorothy Grover Trust. And plans are being progressed for re-ordering the chancel area; a contribution towards the cost of this has been received from members of the congregation, and a distribution received from Guildford Diocese has also been earmarked for this purpose. Each of these activities is itemised in the Funds page of this report (Note number 8).

Please see the following pages for the full report.

Parish Church of St Nicolas Guildford

Independent Examiner's Report For the period ended 31 December 2022

Independent Examiner's Report to the PCC of St Nicolas Guildford

Respective responsibilities of the trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act.
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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 matter has come to my attention

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Julian Ansell FCCA
Chartered Certified Accountant
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

26 March 2023

Parish Church of St Nicolas Guildford

Statement of Financial Activities for the year to 31st December 2022

	Note	2022		2022	2022	2021
		Unrestricted Funds		Restricted	Total	Total
		General	Designated	Funds		
		£	£	£	£	£
<i>Incoming Resources</i>						
Given by the Congregation	2,7	54,502		6,241	60,743	54,498
Donations and Bequests	3	45,870		17,706	63,576	43,361
Investments etc. Income		62,963		859	63,822	63,563
Other Income		35,215		1,911	37,126	20,858
Total Incoming Resources	2	198,550	-	26,717	225,267	182,280
<i>Resources Expended</i>						
Church Expenses	4	52,085		2,625	54,710	48,807
Parish Expenses	5	52,624			52,624	74,964
Community Centre Expenses	6	12,416			12,416	10,572
Parish Share		77,883			77,883	74,808
Donations Made	7	5,190		6,241	11,431	12,554
Total Resources Expended		200,198	-	8,866	209,064	221,705
Net Incoming Resources for the Year		(1,648)	-	17,851	16,203	(39,425)
Gains/(losses) on Investments	8,9		(35,067)		(35,067)	37,281
Revaluation gains/(losses) on Properties						90,000
Funds as at 1 January 2022		27,668	1,872,887	69,423	1,969,978	1,882,122
Transfers between Funds						
Funds as at 31 December 2022		26,020	1,837,820	87,274	1,951,114	1,969,978
<i>Allocation to Funds of Net Incoming Resources</i>						
General	8	(1,648)			(1,648)	
Chancel Re-ordering				7,250	7,250	
Chairs				3,831	3,831	
Piano				5,524	5,524	
Flowers Fund				225	225	
Hazelden Fund				737	737	
Bellringers' Fund				284	284	
		(1,648)	-	17,851	16,203	
<i>Transfers Between Funds</i>	8	-	-	-	-	

Balance Sheet at 31 December 2022

	Note	2022 £	2021 £
Tangible Assets - investment properties			
St Catherine's House	1	900,000	900,000
17 Chaucer Court	1	300,000	300,000
209 Stoughton Road	1	375,000	375,000
		<u>1,575,000</u>	<u>1,575,000</u>
Tangible Assets - unlisted investments			
CCLA Investment Fund	9	262,820	297,887
		<u>262,820</u>	<u>297,887</u>
Tangible Assets - equipment			
Piano at cost	1	11,995	-
Less depreciation		(1,995)	-
		<u>10,000</u>	<u>-</u>
Total fixed assets		<u>1,847,820</u>	<u>1,872,887</u>
Current Assets			
Debtors and Prepayments	10	8,089	3,838
Traidcraft Closing Stock		95	84
Central Board of Finance Deposits		81,814	82,953
Cash at Bank and on Hand		27,899	13,374
		<u>117,897</u>	<u>100,249</u>
Creditors: amounts falling due within one year			
Sundry Creditors and Accrued Expenses	11	(9,228)	(3,158)
Current assets less current liabilities		<u>108,669</u>	<u>97,091</u>
Creditors: amounts falling due after more than one year			
Loans received re piano purchase	1	(5,375)	-
Current assets less liabilities		<u>103,294</u>	<u>97,091</u>
Net assets		<u>1,951,114</u>	<u>1,969,978</u>
Reserves			
	8	£	£
<i>Unrestricted Funds</i>			
General Fund		<u>26,020</u>	<u>27,668</u>
<i>Designated Funds</i>			
Hope Baillie Fund		262,820	297,887
St Catherine's House Fund		900,000	900,000
17 Chaucer Court Fund		300,000	300,000
209 Stoughton Road Fund		375,000	375,000
		<u>1,837,820</u>	<u>1,872,887</u>
<i>Restricted Funds</i>			
Chancel Re-ordering		7,250	-
Chairs		3,831	-
Piano		5,524	-
Flowers Fund		355	130
Hazelden Fund		65,912	65,175
Tuesday Group		311	311
Café Play		135	135
Bellringers Fund		3,956	3,672
		<u>87,274</u>	<u>69,423</u>
TOTAL RESERVES		<u>1,951,114</u>	<u>1,969,978</u>

The notes on pages 9 - 18 form part of these financial statements.

Approved on 26th March 2023 and signed on behalf of the PCC by:

Revd Neil Roberts

Notes forming part of the accounts for the period ended 31 December 2022

1 ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with the Charities SORP FRS 102 applicable to charities preparing their accounts in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland, the Companies Act 2006 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations 'true and fair' view' provisions.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

After making enquires, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

INCOME

Recognition of income

These are included in the Statement of Financial Activities (SOFA) when:

- The charity becomes entitled to the resource;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Donations

These are generally included when received by the charity, since it is virtually impossible to be certain of the income before this point. Gift aid recoverable on donations received is included once this can be quantified with reasonable certainty.

Legacies

These are included once the charity's legal right to the legacy has become clear and once the legacy can be quantified with reasonable accuracy.

EXPENDED RESOURCES

Liabilities

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Expended resources are, as far as is possible, included in the period to which they relate. All expenditure is accounted for on an accruals basis and the majority is directly attributable to specific activities. Other indirect costs are apportioned to activities in accordance with staff activity and an assessment of where the resources have been applied.

All expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities in accordance with staff activity or an assessment of where the resources have been applied.

1 ACCOUNTING POLICIES (Continued)

Special Collections and Donations

These include receipts from all collections held for a specific purpose: home boxes and other specific donations including the 'monthly good causes' and the luncheon voucher scheme. All such income is reported as 'restricted fund income'. Details are shown in note 7. Distributions to the beneficiaries of the 'monthly good causes' may be enhanced by an allocation from the PCC's own funds, also shown in note 7, any such additional amount being assessed by the Council during the year.

FUNDS

The Funds held by the charity are:-

- **Unrestricted funds**
These are funds which can be used in accordance with the charitable objects, at the discretion of the trustees.
- **Designated funds**
These are funds earmarked by the trustees for a particular purpose.
- **Restricted funds**
These are income funds that must be spent on restricted purposes, as specified by the donor, and details of the funds held and restrictions provided are included in the notes to the accounts.

Tangible Assets

Investment properties

The investment properties owned by the church consist of one leasehold and two freehold properties which are let at market rates. These were acquired as follows:

72 Wodland Avenue, St Catherine's House, was acquired during 1994 at a cost of £160,000;
17 Chaucer Court was part of a bequest received in 2003;
209 Stoughton Road was purchased during 2010 at a cost of £237,500.

Independent valuations of the above properties were carried out by Romans Estate Valuers in 2022 and these values are shown in the balance sheet on page 8. Valuations of the properties are carried out every three years.

The buildings are maintained in a good state of repair and are therefore not depreciated in the accounts.

1 ACCOUNTING POLICIES (continued)

Tangible Assets (continued)

Equipment

Consecrated property and movable church furnishings

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

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2002 are capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially five years) on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items of £2,000 or less, or on the repair of movable church furnishings acquired before 1 January 2002, is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over five years (previously four years).

Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Piano

A new grand piano has been purchased at a cost of £11,995; this purchase has been funded by a mix of donations received from members of the congregation (augmented by a grant from Surrey County Council) and loans received, also from members of the congregation. The donations are reported as contributions to a restricted fund as shown in note 8. The loans are interest free. Repayment terms are as follows:

The Borrower will repay the loan in annual installments related to the income from the use of the piano following certification by an independent examiner, appointed by the Borrower, of the amount available for distribution. Such annual repayments shall be calculated by reference to the annual income from events in which the piano is used less direct costs relating to those events and the cost of maintenance of the piano. A minimum of 50% of this net figure shall be applied as repayments pro-rata across all the loans provided by lenders for the same purpose then outstanding. The first such repayment calculation shall be made with reference to the accounting year ended 31st December 2023 and repayments made following the approval of financial statements for that year for St Nicolas, Guildford.

At any time while not in default under this Agreement, the Borrower may make lump sum payments or pay the outstanding balance then owing under this Agreement to the Lender without penalty. Should the Lender experience a change in circumstances, the Lender or their legal representative may apply to the Borrower for repayment of the Loan.

Cashflow statement

The PCC has taken advantage of the exemption in Financial Reporting Standard No 1 from producing a cashflow statement on the grounds that it is a small charity.

2 Incoming Resources

	2022		2022	2022	2021
	Unrestricted Funds		Restricted Funds	Total	Total
	General	Designated			
	£	£	£	£	£
<i>Planned Giving:</i> Donations	38,440			38,440	36,289
Income Tax Accrual	600			600	715
Income Tax Refunds	10,088			10,088	9,059
	<u>49,128</u>	<u>-</u>	<u>-</u>	<u>49,128</u>	<u>46,063</u>
Open Collections	5,374			5,374	3,382
Special Collections, including Fayre			6,241	6,241	5,053
Given by the Congregation	<u>54,502</u>	<u>-</u>	<u>6,241</u>	<u>60,743</u>	<u>54,498</u>
Dorothy Grover Trust	42,000		3,831	45,831	42,000
Donations and Bequests	3,870		13,875	17,745	1,361
Donations and Bequests	<u>45,870</u>	<u>-</u>	<u>17,706</u>	<u>63,576</u>	<u>43,361</u>
17 Chaucer Court Rent	18,000			18,000	18,000
209 Stoughton Road Rent	15,060			15,060	14,820
St Catherine's House	21,900			21,900	23,125
Interest Received	186		859	1,045	58
Investment Income	7,817			7,817	7,560
Investments etc. Income	<u>62,963</u>	<u>-</u>	<u>859</u>	<u>63,822</u>	<u>63,563</u>
Given for use of Parish Centre	18,645			18,645	9,531
Given for use of Church	7,065			7,065	5,776
Sales of Church Chairs	2,183			2,183	
Magazine	82			82	15
Parochial Fees	1,637			1,637	1,072
Votive Candles	149			149	131
Coffee Fund	2,463			2,463	1,172
Flowers Fund			1,596	1,596	629
Traidcraft	613			613	686
Sundry Income	2,378		315	2,693	1,846
Other Income	<u>35,215</u>	<u>-</u>	<u>1,911</u>	<u>37,126</u>	<u>20,858</u>
Total Incoming Resources	<u>198,550</u>	<u>-</u>	<u>26,717</u>	<u>225,267</u>	<u>182,280</u>

3 Donations and Bequests

	2022	2022	2021	2021
	£	£	£	£
Cards for Good Causes	2,210		-	
Dorothy Grover Trust	42,000		42,000	
other donations received	<u>1,660</u>	45,870	<u>1,361</u>	43,361
<i>Restricted Donations:</i>				
Dorothy Grover Trust, re new chairs	3,831			
Members of the congregation, re new piano	5,625			
Surrey County Council re new piano	1,000			
Members of the congregation, re re-ordering of the chancel	6,250			
Guildford Diocese	<u>1,000</u>	17,706		
			<u>63,576</u>	<u>43,361</u>

Notes forming part of the accounts to 31 December 2022

4 Church Expenses

	2022		2022	2022	2021
	Unrestricted Funds		Restricted Funds	Total	Total
	General	Designated			
£	£	£	£	£	£
Heating and Lighting	4,613			4,613	4,933
Insurance	5,918			5,918	5,688
Sanctuary Supplies	3,183			3,183	1,782
Music	27,553			27,553	20,610
Cleaning	4,863			4,863	4,252
Repairs and Maintenance	1,753			1,753	6,964
Items of Equipment (see Note 13)	735			735	148
Deputisation Payments	43			43	93
Flowers			1,371	1,371	668
Traidcraft	603			603	616
Depreciation	894		1,101	1,995	
Sundry			153	153	338
Miscellaneous	811			811	1,710
Independent Examiner Fee	450			450	450
Bank etc charges	516			516	396
Course fee (2021: gifts)	150			150	159
	52,085	-	2,625	54,710	48,807

5 Parish Expenses

	2022		2022	2022	2021
	£	£	£	£	£
Office Administration		5,636		5,636	4,433
Parish Administrators		14,415		14,415	13,831
Clergy Expenses		3,334		3,334	2,814
Rectory		3,561		3,561	21,715
Children and Families' Worker		9,240		9,240	12,950
Young People		1,942		1,942	555
Magazine					
Social Events		592		592	
17 Chaucer Court					
Maintenance	1,072				
Service Charge, Ground Rent etc	2,237				
Agent Fees etc	2,160	5,469		5,469	5,507
St Catherine's House					
Maintenance	517				
Insurance	653				
Agent Fees etc	2,628	3,798		3,798	7,620
209 Stoughton Rd					
Maintenance	2,502				
Insurance	328				
Agent Fees etc	1,807	4,637		4,637	5,539
		52,624	-	52,624	74,964

6 Community Centre Expenses

	2022		2022	2022	2021
	£	£	£	£	£
Heat, Light, Water		3,200		3,200	4,003
Insurance		1,489		1,489	1,432
Repairs and Maintenance		952		952	1,085
Cleaning etc.		6,365		6,365	3,882
Purchases, Coffee, Sherry, etc.		410		410	170
		12,416	-	12,416	10,572

Parish Church of St Nicolas Guildford

Notes forming part of the accounts to 31 December 2022

7 Special Collections and Donations Made

<i>Monthly Good Cause</i>		<i>Collected</i>	<i>Paid</i>
		£	£
January	The Children's Society	34.00	34.00
February	Surrey Drug and Alcohol Care	92.00	92.00
March	The Bishop of Gfd's Foundation	522.00	776.75
April	The Bishop of Gfd's Foundation	254.75	
May	Open Doors	49.00	49.00
June	Talk Surrey	93.46	93.46
July	USPG		
August	USPG	57.80	57.80
September	Challengers	53.02	53.02
October	Salvation Army foodbank	23.12	23.12
November	Real Change Guildford	52.75	52.75
December	The Children's Society		
<i>Sub-Total</i>		<u>1,231.90</u>	<u>1,231.90</u>
<i>Others:</i>			
Lent Boxes	The Bishop of Gfd's Lent Call...		
Lent Lunches	USPG		
Sales of Produce	USPG		
Friday Lunches	USPG	533.50	533.50
Summer Fayre	The Matrix Trust	572.90	572.90
Christingle	The Childrens' Society	869.87	869.87
	St. Nicolas School		3,500.00
	St. Nicolas School, key rings	355.00	445.01
	YMCA		
	Town Centre Chaplaincy		500.00
	The Matrix Trust		1,000.00
	Luncheon Vouchers / Guildford Action	353.11	353.11
U3A concert	DEC - Ukraine	565.61	
coffee morning	DEC - Ukraine	525.50	1,133.61
	Ukraine	42.50	
bring and buy	Macmillan Cancer Support	420.00	420.00
i.m.o...			
Julia Andrew	Water Aid	15.00	15.00
Linda Barnes	Imperial Cancer Research	756.10	756.10
	Guildford Bellringers		100.00
	Assoc for Promoting Retreats		
<i>Sub-Total</i>		<u>5,009.09</u>	<u>10,199.10</u>
Total:		<u>6,240.99</u>	<u>11,431.00</u>

Parish Church of St Nicolas Guildford

Notes forming part of the accounts to 31 December 2022

	Note	£	£
8 Movements in Reserves			
UNRESTRICTED FUNDS:			
<u>General Fund</u>			
Balance as at 1st January 2022			27,668
Surplus (Deficit) for the year			(1,648)
			<u>26,020</u>
<u>Designated Funds:</u>			
<u>Hope Baillie Fund</u>			
Balance as at 1st January 2022			297,887
Gain/(Loss) on Revaluation			(35,067)
			<u>262,820</u>
<u>St Catherine's House Fund</u>			
Balance as at 1st January 2022			900,000
			<u>900,000</u>
<u>17 Chaucer Court Fund</u>			
Balance as at 1st January 2022			300,000
			<u>300,000</u>
<u>209 Stoughton Road Fund</u>			
Balance as at 1st January 2022			375,000
			<u>375,000</u>
RESTRICTED FUNDS:			
<u>Chancel Re-Ordering</u>			
Donations Received			<u>7,250</u>
<u>Chairs</u>			
Donation Received			<u>3,831</u>
<u>Piano</u>			
Donations Received		6,625	
Depreciation		(1,101)	<u>5,524</u>
<u>Flowers Fund</u>			
Balance as at 1st January 2022			130
Add Contributions Received		1,596	
Less Purchases		(1,371)	225
			<u>355</u>
<u>Hazelden Fund</u>			
Balance as at 1st January 2022			65,175
Add Interest earned		859	
Less Maintenance		(122)	737
			<u>65,912</u>
<u>Tuesday Group</u>			
Balance as at 1st January 2022			<u>311</u>
<u>Café Play</u>			
Balance as at 1st January 2022			<u>135</u>
<u>Bellringers Fund</u>			
Balance as at 1st January 2022			3,672
Add Contributions received		315	
Less Maintenance Costs		(31)	284
			<u>3,956</u>

Notes forming part of the accounts to 31 December 2022

9 Investments

Funds originating from the Hope Baillie Trust are invested in the CCLA Investment Fund (CCLA : Churches, Charities, and Local Authorities). This Fund, which is authorised and regulated by the Financial Conduct Authority, aims 'to provide their C of E clients with investment strategies designed to align with their purpose and values'.

10 Sundry Debtors and Prepayments	2022	2022	2021	2021
	£	£	£	£
<i>Prepayments</i>				
Insurance	3,020		2,844	
New church chairs	3,831			
Others	38	6,889	173	3,017
<i>Sundry Debtors</i>				
Rent withheld by agent	600			
Traidcraft			106	
Planned Giving Tax Accrual	600	1,200	715	821
		<u>8,089</u>		<u>3,838</u>

11 Sundry Creditors and Accrued Expenses	2022	2022	2021	2021
	£	£	£	£
<i>Accrued Expenses</i>				
Donations	5,969		394	
Electricity	296		280	
Gas	930		697	
Sundry Creditor	220			
Professional Charges	700	8,115	700	2,071
<i>Deferred Income</i>				
Rent received early		1,113		1,087
		<u>9,228</u>		<u>3,158</u>

12 Related Trusts

Dorothy Grover Trust

This Trust, which is a separately registered charity, no. 276803, is established for the welfare of St Nicolas Church; the trustees are: Peter Oldroyd, David Coom, and Iain Ferguson.

13 Purchases of Equipment	2022	2021
	£	£
Cross and nails	88	
Giving station	450	
Pavement sign holder	50	
Water butt	52	
Sundry tools	95	
Recycling bins		63
Sanitiser stand		85
	<u>735</u>	<u>148</u>

Notes forming part of the accounts to 31 December 2022

14 Employees and staff costs

The average number of employees during the year was 3 (2021 : 3.5).

The total cost of employing these (part-time) staff was:

	2022	2021
	£	£
Salaries	33,074	34,392
Pension contribution		488
	<u>33,074</u>	<u>34,880</u>

The charity employees work on a combination of charitable activities and administrative matters.

15 Traidcraft

	2022	2022	2021	2021
Activity in Traidcraft goods during 2022 was as follows:	£	£	£	£
Income from Sales		613		686
less: Purchases	(603)		(616)	
Opening Stock	(84)		(79)	
Closing Stock as at 31 Dec 2022	95		84	
movement in cash on hand	<u>22</u>	<u>(570)</u>	<u>(4)</u>	<u>(615)</u>
net surplus/(deficit) for the year		<u>43</u>		<u>71</u>

16 Governance Costs

	2022	2021
	£	£
Independent Examiner's Remuneration	<u>450</u>	<u>450</u>

17 Coffee etc Account

	2022	2022	2021	2021
	£	£		£
Opening balance		25		52
Receipts	3		11	
Purchases	<u>(12)</u>	<u>(9)</u>	<u>(38)</u>	<u>(27)</u>
		<u>16</u>		<u>25</u>

18 Music

	2022	2021
	£	£
Director of Music, salary	12,270	8,763
Pension contributions		488
D of M Housing allowance		4,000
D of M Childrens' Choir Allowance		2,000
Deputation		60
Purchase / hire of music	609	104
RSCM membership fee	110	110
Organ maintenance, piano tuning	1,291	1,303
Foundation Choristers	11,320	3,320
Musicians	1,690	440
Sundry	263	22
	<u>27,553</u>	<u>20,610</u>

19 Related Party Transactions

One member of the PCC was employed as a part time administrative assistant of the Church at a total annual salary cost of £14,647. No other members of the PCC nor any parties connected with them received any remuneration during the year.

Expenses amounting to £3,334 incurred by the Rector in carrying out his pastoral duties were re-imbursed to him during the year. No other members of the PCC nor any parties connected with them were paid expenses during the year, other than reimbursement of payments made on behalf of the church.

The purchase of the new piano was part funded by loans received from members of the congregation; these included three current members of the PCC.

20 Previous Year Statement of Financial Activities

Statement of Financial Activities for the year to 31st December 2021

	Note	2021		2021	2021
		Unrestricted Funds		Restricted	Total
		General	Designated	Funds	
		£	£	£	£
<i>Incoming Resources</i>					
Given by the Congregation	2,7	49,445		5,053	54,498
Donations and Bequests	3	43,361			43,361
Investments etc. Income		63,528		35	63,563
Other Income		20,209		649	20,858
Total Incoming Resource:	2	176,543	-	5,737	182,280
<i>Resources Expended</i>					
Church Expenses	4	45,915	600	2,292	48,807
Parish Expenses	5	74,964			74,964
Community Centre Expense	6	10,572			10,572
Parish Share		74,808			74,808
Donations Made	7	7,500		5,054	12,554
Total Resources Expended		213,759	600	7,346	221,705
Net Incoming Resources for the Year		(37,216)	(600)	(1,609)	(39,425)
Gains/(losses) on Investme	8,9		37,281		37,281
Revaluation gains/(losses) on Properties			90,000		90,000
Funds as at 1 January 2021		65,484	1,745,606	71,032	1,882,122
Transfers between Funds		(600)	600		
Funds as at 31 December 2021		27,668	1,872,887	69,423	1,969,978
<i>Allocation to Funds of</i>					
<i>Net Incoming Resources</i>					
General	8	(37,216)			(37,216)
Hope Baillie Fund					
Comm Centre & Loseley Chapel Redvpmt			(600)		(600)
Flowers				(40)	(40)
Hazelden Trust				(952)	(952)
Tuesday Group				(40)	(40)
Café Play				(298)	(298)
Bellringers' Fund				(279)	(279)
		(37,216)	(600)	(1,609)	(39,425)
<i>Transfers Between Funds</i>					
General	8	(600)			(600)
Comm Centre & Loseley Chapel Redvpmt			600		600
		(600)	600	-	-



DRAFT MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING OF ST NICOLAS' CHURCH HELD ON SUNDAY 3rd APRIL AT 11:45AM

Present: Fr Neil Roberts, Rector (chair), members of the Electoral Roll in person and online – see Appendix 1.

The Chair opened the meeting with prayer.

Part 1

1	Apologies were received from David Coom, Marian Coom, Sally Lowe, Pauline May and Philip Thomas.
2	<p>Rector's Report</p> <p>Since the last APCM, there has been continued interregnum, Covid, an appointments process, interviews, an appointment and Induction. All of this was only possible because of two outstanding churchwardens, an amazing PCC, David Greenwood who has returned to his duties as Pastoral Assistant and the PCC Secretary who ensured that communications were maintained and who supported the churchwardens. He recalled the moment when he first entered the building – feeling its prayer-soaked walls, thanking everyone for their continued witness.</p> <p>Since the Induction we have appointed a new Director of Music and foundation singers. We sadly lost our Sacristan, Julia Andrew, and is grateful that Andrew Rustell felt called to offer to serve as our new Sacristan. He expressed his appreciation of Catherine Ferguson as head server and her serving team who bring such dignity, beauty and humanity to our worship. He also expressed his gratitude to David Greenwood who was now heading up a Pastoral Support Group.</p> <p>The number of communicants has begun to rise and the number of children attending our newly launched Junior Church is gaining traction. The link between church and school is growing ever stronger. But the recent financial imbalance remains a problem. Without depleting reserves and the generosity of the DGT, our deficit would be completely unsustainable. Fr Neil wished to record his personal thanks to Iain and the FAC for their work. He said we must now articulate our objectives in order to fulfil our aims. Our new PCC will now have a great and exciting task to deliver the essence of the Parish Profile that attracted him to the role.</p> <p>The children's ministry and catholic worship stood out – that is the bifocal of our PCC Away Day. Our provision for the former is still not quite right. Following a conversation with Liam Rowlings, we have begun a period of reflection on the current job description and Fr Neil said he was indebted to Liam for his positivity and for how amazingly supportive he has been. Together with the URC, the role needs to be rebalanced. After 5 years in post, Liam has decided to move away from Guildford in the summer. Fr Neil wished him and Holly well, saying how very grateful he was to Liam for his 'can do' attitude. Fr Neil said that he doesn't believe in family services or in dumbing down our worship. Children need to be kept busy in church and Junior Church, showing them the beauty of our liturgy. Our building needs careful looking at to make it more inviting and welcoming. The narthex illustrates what differences can be made.</p> <p>He recalled his first meeting in post as being Safeguarding and thanked Jo Radley and her team for their work to ensure that all legislation is followed.</p> <p>Fr Neil stressed that the building belongs to the parish and is held in trust. Our doors need to be</p>

	<p>open – the building needs to be used and for us to find opportunities to build community. We cannot be a Sunday club. Now is our opportunity to invest in the building to equip it to pay for itself. To safeguard its future it needs to be open, future proof and flexible.</p> <p>Fr Neil concluded by saying that he believes passionately in safeguarding our catholic heritage, but that without investment we won't maintain or grow it. There is so much to look forward to and so much to do. In sharing the cure of souls he can only do that with the help of God, but he does need the congregation too.</p>
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Part 2 Election of Churchwardens

3	The minutes of the meeting held on 21 st March 2021 were approved unanimously as a correct record. The minutes were signed by the Chair.
4	<p>Election of Churchwardens: Linda Barnes was proposed by Maureen Hibberd and seconded by Jana Phillips. Darrol Radley was proposed by Cath Anderson and seconded by Jana Phillips.</p> <p>Both nominees confirmed their willingness to continue in the role and were duly appointed for the year ahead.</p>

Part 3 Annual Parochial Church Meeting

5	The minutes of the meeting held on 21 st March 2021 were approved unanimously as a correct record. The minutes were signed by the Chair.
6	There were no matters arising.
7	The reports in the booklet were formally received.
8	<p>Finance.</p> <ul style="list-style-type: none"> • Fr Neil proposed that as Patrick was only present online, any questions were emailed to him. • Philip Hooper proposed that the meeting adopt the accounts and Peter Chapman seconded the motion. All present voted in favour. • Patrick confirmed that Julian Ansell was willing to continue as Independent Examiner and had signed the necessary certificate for the accounts. <p>Darrol wished to record the meeting's thanks to Patrick for his maintaining of the accounts and the quiet and efficient hard work that he carries out throughout the year. Without his careful auditing and control we would not have such insight into our financial position.</p>
9	<p>Elections to the PCC:</p> <p>There were four vacancies for a term of three years each, three vacancies for a term of two years and one vacancy for a term of 1 year. The following nominations had been received.</p> <p>Cath Anderson: proposed by Linda Barnes and seconded by Maureen Hibberd. Jenna Clare: proposed by Jana Phillips and seconded by Maureen Hibberd. Caroline Coleman: proposed by Linda Barnes and seconded by Cath Anderson. David Coom: proposed by Cath Anderson and seconded by Linda Barnes. Hilary Fletcher: proposed by Cath Anderson and seconded by Liam Rowlings. All were duly elected.</p>
10	<p>Sides–People.</p> <p>Linda Barnes read the names of those willing to serve as sides-people. Linda informed the meeting that if anyone else wanted to serve, they should speak to a churchwarden for the PCC to agree.</p>
11	<p>Any Other Business</p> <p>Fr Neil said that we miss Darrol and Jo but are glad that they were with family. In Darrol's absence,</p>

	Peter Oldroyd is serving as Deputy Churchwarden, and Fr Neil wished to thank him for his support and wisdom.
17	<p>Next year's APCM would be held on 26th March 2023.</p> <p>Dates for Standing Committee and PCC meetings would be agreed by email.</p> <p>Darrol wished to record our thanks to Fr Neil and more importantly to Helen and the boys for their support of Fr Neil who has brought a breath of fresh air and who upholds and defends our style of worship.</p> <p>The meeting ended with a blessing.</p>

Signed Date

Accounts



ANNUAL CHURCH MEETING APCM 2022

SUNDAY 3rd APRIL
11:45 am



Agenda

Annual Parochial Church Meeting

PART I

1. Apologies for absence.
2. Rector

PART 2 : THE ELECTION OF CHURCHWARDENS

All who live in the parish or who are on the Church Electoral Roll are eligible to vote for Churchwardens.

3. To confirm Minutes of the meeting held on 21st March 2021
4. To elect two churchwardens.

PART 3 : ANNUAL PAROCHIAL CHURCH MEETING

All who are on the Church Electoral Roll are eligible to vote for the PCC. In their report the Churchwardens have referred to the fabric of the church and any matters they wish to bring to your attention as they are formally required to do. Before you come to the meeting please read the reports below about different facets of our church life.

5. To confirm Minutes of the meeting held on 21st March 2021
6. Matters arising from last year's meeting
7. To receive the reports
8. Finance
 - i To thank the PCC Finance Advisory Committee for their overview and advice
 - ii To receive the Treasurer's presentation of the examined accounts
 - iii To formally adopt the accounts
 - iv To appoint an Independent Examiner
9. Elections to the PCC (conducted by the Churchwardens)
10. To receive the names of Sides-people (names to be read out by a Churchwarden)
11. Any other business
12. a) The date proposed for next year's Annual Meeting is 26th March 2023.
b) Dates for future PCC meetings (and of the PCC Standing Committee) will be agreed by email.

Parochial Church Council

Members of the PCC are elected for a three-year term of office. The two churchwardens are elected at the APCM annually. Deanery Synod members are elected every three years and are ex-officio members of the PCC. All PCC officers are elected at the first PCC meeting after the APCM.

The Rector is chair of the PCC. A deputy chair is elected at the first meeting after the APCM and is usually one of the Churchwardens. The Parish Administrator also plays a large part in the management of our church life, carrying out many of the requests and decisions of the PCC.

There is a Standing Committee that meets to deal with specific matters delegated by the PCC. It provides the PCC with full notes of each of its meetings. The Standing Committee consists of the Rector, Churchwardens, Treasurer, Stewardship Promoter and two nominated PCC members. In addition to this there is a Finance Advisory Committee consisting of the PCC Treasurer, the DGT Treasurer, one of the Churchwardens (as decided by themselves for each meeting), another appointed by the PCC for a period of 1 year and the Rector, as an ex-officio member.

Events April 2021 to March 2022

During the past year, the PCC has met on 9 occasions. The following topics comprised the main business of the PCC meetings:

- The operation of the church / parish centre during Covid including increased restrictions over Christmas
- Preparations for welcoming Fr Neil as our new Rector, including collation service and Rectory refurbishment
- Engagement with the school, children and families
- Projects including the replacement of church chairs and the piano in church
- Finances
- The appointment of a new Director of Music and the employment of Foundation Singers
- Works resulting from the Quinquennial inspection
- Data Protection Act / GDPR.
- Review of PCC policies and regular update of Electoral Roll.
- Regular updates from Deanery Synod.
- Support of projects and good causes.

Rector's report

I must begin with my thanks. I am grateful to the Bishop, Wardens and selection committee for sitting with God for so long to determine what He was drawing the people of God into, here, in this place. I am immeasurably in debt to Helen and the boys for jumping with me and for beginning to make this feel like home - it is a long process. The parish profile and the 19 applicants who were interested in discovering if it was God's will for them to come and be your next Rector is testament to the dedication, time and care which was dedicated to discovering God's will. Thank you, Darrol, Linda. The support of Wardens is central and I am immeasurably blessed with mine and to Peter who has offered to step in whilst Darrol is away in Australia. Peter is, as you know, one of those unflappable problem solvers who sees the best in every opportunity. God is good!

And so we arrived - the Rectory has been redecorated and carpeted (with thanks to the PCC) and the diocese have been constantly present in ensuring that the aged bathrooms are looked after and the kitchen replaced. It's still the coldest house in the world (!) and that is saying something after living in Derbyshire!! I am only sorry that thus far, Covid has prevented us from entertaining as would have wanted to - I am an old fashioned Rector in this respect and believe in the Benedictine virtue of hospitality. In God's time, this will be more evident, we pray!

I am delighted to have been able to appoint a new Director of Music who is known and respected locally and who has truly international credentials. Again, an early decision to ensure that the worship of the people of God was served well in good quality musical offerings meant a decision to invest in the Catholic choral tradition. And so the Foundation Singers were born. Four, paid, semi and professional singers on whom one could rely to form the skeleton of the choir and onto which volunteers, both long standing and newer arrivals, could work with. I want to place on record how utterly profound the beauty of music of good quality ensures that one is transported into the very halls of heaven (for we also know how distracting poor music is in worship). During the pandemic it was a Herculean effort to attract, appoint and retain singers of quality and again, I am grateful to Rick for his direction

and dedication to establishing a Catholic choral tradition. Its value is beyond price and its return is beyond anything measurable; I have said on a few occasions, it is about valuing the immeasurable and we can be very aware of the difference between when the Foundation are singing and when they are not.

From 'moment one' my hope was to create worship which was rich, traditional and unapologetically catholic in its heritage. This position will echo in the vicinity and has the potential, over time, to gain wider participation; indeed, early indications beyond the anecdotal suggest that this is beginning to take root.

Integral to this desire to recover the beauty and continue the heritage of Catholic worship is in the provision of good choral music. Poor music can detract and indeed be corrosive to the current congregation and can put off new potential members. So one of the purposes of such our music is to enhance worship. Gone are the days of large parish church choirs in every parish church - there remain pockets, of course, but the assumption that each church can replicate what another is doing, in 'common prayer' if you will, is no longer the case; rather, each church must establish a USP, and ours, I believe is our catholic and choral tradition. The provision at Holy Trinity, for example, is therefore 'taken' on the board, as it were - a mixed choir with a large children's choir. Likewise, the cathedral offers the glories of the cathedral music tradition which we should neither wish nor attempt to replicate.

The worship of the church is first and foremost the responsibility of the priest and is my chiefest joy. I am immeasurably grateful therefore, to the deposit of service which Julia and Catherine have given to the church over the years and we are richer because of their willing service and vocation as Sacristan and Head Server, respectively. Losing Julia to glory was an enormous blow and she was a joy and truly a memorable colleague and parishioner. I will forever remember the opportunity to spend a day in the sacristy eating the Hotel Chocolat she had bought for us to share whilst we giggled our way around. I remember her saying that she was so pleased that her new priest knew where everything should be (and that I enjoyed the ironing of vestments!) - and we laughed! With Julia's passing into glory we are blessed to have Andrew as our new Sacristan who is learning on the job and doing wonderfully. I am grateful and proud in equal measure that he has risen to the challenge and he is truly in his element, let me tell you!

Catherine our Head Server has been accommodating, supportive and a blessing in so many ways. Her kindness on our arrival with toys for the boys and such wonderful yummy things to eat made a real impression and her kindness will never be forgotten. At the altar, a new priest is always a challenge and exploring established and new forms of worship requires patience in abundance. We have tried new things and some have worked and some have not - it will take a liturgical year to determine what works in the new order and in all respects Catherine has never flinched. I am immeasurably grateful. I promised never to say those words, 'in my first or second parish' or 'at Repton' because St Nicolas is a unique place and I am blessed to stand at the altar and serve with Catherine and the team of dedicated servers. There is always room for more - and so we have welcomed into the guild of servers, Linda, this last term and we extend a warm welcome.

Another Ferguson should also be thanked, Iain. You and the whole Finance Team, most especially David and Patrick, ensure that the lights stay on and so I am truly blessed to have the pennies well looked after. I do love a spreadsheet, as they know and I am grateful for their patience in all the new boy questions I have posed. To Patrick, especially, a thank you for your daily banking, checking and sorting - you are invaluable. To David, a huge thank you in a complex and demanding year for you personally, you have kept us abreast of Giving and I am so grateful for your eye and skill - not to mention all of their time!

I am so grateful to Jo and Maureen who continue to ensure that we are a Safer Church and we follow the diocesan and national guidelines for the wellbeing and safety of us all. The paperwork and training are essential and the PCC and those who invest in the leadership and the provision of the church are all indebted to their work and timeless dedication.

You will have noticed the flowers in church - most especially at the Induction. What a wonder. I want to place on record my thanks for the dedication, joy, humour and positivity and energy which is brought by Caroline and her team. Thank you so much.

David, our Pastoral Assistant has had a difficult few years and has returned to his duties following Fran's death. I am so grateful for his time and his pastoral heart and for convening the newly formed Pastoral Support Group (PSG) and Prayer Group.

Liam our joint Youth and Families worker has been with us for five years and I am delighted to report that he has risen to every challenge that his teacher Rector has thrown at him. We have been exploring in the most recent period how the joint appointment works and doing some SMART analysis to determine its current role and its future place in the work and mission of St Nicolas Parish Church. Liam has been positive - indeed he initiated the review - and at every opportunity has been engaged, and willing to explore new things, not least the Rector's relaunch of Junior Church. There is still much to explore and at the time of writing we continue to look forward with ambition and hope for building the ministry of children.

Our work with our CofE Infant school is central. Not only do we appoint Governors, not only is the Rector the Ex officio Governor, but it is vital in our outreach to the community we serve. I spend a lot of time in school and it is always a blessing. We shall be seeking another Foundation Governor in September- could that be you?

There are so many others besides, but my final thanks here must go to our PCC Secretary, Cath. It is Cath who is always able to answer a question, pose a solution or three, 'know someone who ...' and generally may be described as the glue of the place. Our third son refers to St Nic's as 'Cath's church' and that says it all. Whether we are shooting the breeze to determine new ideas, identifying 'troops to tasks' as I often put it, or visioning where we might be, Cath is there - baking, reading, leading, teaching. Without Cath I would find it hard to function at the pace we have to date. Andy's patience to share his beloved is not unnoticed - as is his growing presence in church! To the Andersons we owe a HUGE debt.

So, 8 months in and it has been a joy. The decisions the Wardens and I have made thus far, and what colours the map for what is next have been determined by two things: developing and not simply safeguarding Catholic heritage in the beauty of holiness and intentional growth, or to give it its theological frame, mission.

This bi-focus was the centre of the Away Day, early on, and together we passed a resolution as the former PCC, to give all our attention to this missional action plan, albeit in embryonic form. And so this will be the basis of the next five years - for let us not be unaware, the

The next five years are crucial for the stability of Saint Nicolas Parish Church. We have a significant deficit and inherited a shrinking congregation Sunday by Sunday and in addition to which in a post-Covid environment some things will never be the same again, not least the attendance pattern of people who can make a spiritual communion online, the competition offered to families by alternative attractions on a Sunday and the growing need to demonstrate the very relevance of religion in the public square. We cannot nor should not shrink from these unattractive realities in the challenges that lie ahead.

We are, therefore, being called to seek God's grace and not to act in our own power, as the Collect for Trinity XIX reminds us:

*O God, forasmuch as without you
we are not able to please you;
mercifully grant that your Holy Spirit
may in all things direct and rule our hearts ...*

God's power to build His kingdom and not our own intentions to build our own empires based on our own preferences will mean prayer, discernment, patience and some discomfort as things grow and change.

But.....

We are not left comfortless! There is much about which we can thank God. The intentionally Inclusive Church policy and welcome together with the rich liturgical tradition of St Nicolas has formed a pearl of great price. I remain anchored in my assessment that we are a beacon and a resource church for the diocese in which there are few Parish Churches in the Catholic tradition. We have, therefore, much to offer the diocese for much rests in our keeping. These offerings are what I often think of 'internal affairs' - what we already are to those who already consider faith an important aspect of their daily lives.

But perhaps in sharper focus, and certainly for your Rector as a mission priest, are the 'external affairs' - how the church is seen by those beyond her walls - our Mission - those whom Old Reptonian and sometime Archbishop of Canterbury considered as he penned those prophetic words, 'the Church of England exists for the benefit of its none members'. I concur and I take seriously the vows I took at my Induction and Collation as Rector in sharing the cure of souls which are the Bishop's and mine. And so, we must consider our mission - God's mission - to be attractive and intentionally missional with a growth-mindset. As fellow stewards of this inheritance we should be keen not just to maintain but to safeguard and grow the worshipping and witnessing community of God in this place, fed by Word and Sacrament. In the most recent period, that is to say in the past five years, it seems from even a cursory glance at the Register of Services, that the regular worshipping community has shrunk and the attendance of children and families had all but vanished. The language and intention of wishing to make church a welcoming and inclusive space is clear, but it would appear that the objectives have not met the aims and the most recent provision has not been sufficiently attractive nor has it been known for being as such. This is a great pity and has, I know, wounded many hearts within the congregation. The establishment and growth of Junior church, then, is certainly a joy to behold. Cath, Jo and Liam have worked so hard, together with others, to explore the Gospel with the children and to always have something to eat!

And so to the future.

I have shared some 'internal' (or "Churchianity") things for us to consider, and some missional priorities for us to ponder. In the next two years, alongside my work with our school in building the congregation, we must ensure

that our space is ready to receive people and the new PCC will be charged with some significant 'growth mindset' challenges - seating, flooring and our musical agenda as well as our Mission Action plan, our financial management of our relationship with our ecumenical partners, our environmental policy and our communication and engagement in the digital world.

He who calls is faithful as scripture reminds us. Together with Darrol and Linda and Peter as Deputy Warden, to whom I am indebted in so many ways, let us look to a new dawn and a new day, expectantly.

Fr Neil

Churchwardens' report

In our last report we had to reflect on a year of reaction and adjustment whilst acknowledging the tremendous effort many had made to keep the church going.

This past year has been less reactive as we move back to a form of normality, but certainly we are still adjusting as Fr Neil settles in and makes his presence felt. We are so fortunate that Fr Neil felt the call to St Nicolas and that we have been able to appoint such an energetic and enthusiastic rector.

Acknowledgement of everyone's effort is no less important and it is wonderful to see how sidespeople are back, Friday coffees are back, Lent lunches are happening etc. this is all due to people volunteering and being willing to make these things happen. Thank you to everyone who has helped this to happen.

In terms of projects undertaken last year, as Churchwardens our major project was the selection of Fr Neil as our new Rector, followed by all the preparation that was required to install him. Our other focus was to enable his family to be comfortably installed in the Rectory. The PCC had not been asked to spend any money on the Rectory for some years and a complete redecoration and re-carpet was required. In addition, the Diocese, who are responsible for the fabric of the building spent tens of thousands repairing and improving many aspects from leaks in the roof to replacing collapsed drains.

We were pleased to see the boys glee and excitement on arrival in July as they discovered the garden and all its potential for "secret dens" and hiding places, whilst Helen seemed genuinely pleased and relieved at the improvements that we and the diocese had made to the inside of the rectory.

At the end of July we said goodbye to Tim Woodford as he took up his post in Vancouver, Canada. Tim had been with us for five years and in that time we enjoyed some wonderful music as he developed the choir, the choral scholars and the children's choir. Throughout the lockdowns he provided inspirational music played and sung on his own, that we were able to use as recordings in our services. Tim is happy in his new role and as things open up in Canada he is now rebuilding the music in his new church.

At the end of August Jana Philips retired from her post as administrator. Jana had been with us for nine years and shared the role of administrator with Cath. She helped to ensure the smooth running of the church on a daily basis, but she is remembered for her cheerful greeting and willingness to help anyone that called or dropped by. We are so fortunate that she volunteered to continue producing the newsletter that she started at the beginning of last year; she offered to "produce a newsletter of a couple of sides of A4". At the last count there were 16 pages in the March newsletter! This is a great addition to the life of the church and it is so encouraging to see so many contributions from all around the community. In addition Jana is still running the Traidcraft and building that up, another valuable component of parish life. Thank you Jana.

September saw the appointment of our new director of Music Rick Erickson and the development of the Foundation Singers, Rick is an accomplished and very experienced musician and it has greatly enhanced our worship to have strong musical leadership from him and the Foundation Singers. The singers are intended to be the foundation of the choir as a whole as we emerge from the last two years. The pandemic, coupled with various individual factors meant that our choir had all but disintegrated by the time that we started to open up again, hence the decision to underpin the music with professional musicians. This was particularly appreciated at Christmas when we had to make the difficult decision to hold some of our most popular services behind closed doors for safety's sake. The musicians produced some beautiful music, and enabled us to share this via YouTube. The choir is now beginning to enlarge again with the arrival of Alice and Phil and we hope that other volunteers will join us in the coming months. Do speak to Rick if this is something that appeals to you.

The installation and collation of Fr Neil was a joyous occasion and a welcome lessening of stress for Linda and me! Together with Fr Neil we have started to put together a list of projects and plans to develop the church and the congregation and children's worship. Details of these projects will emerge over the coming weeks and months but we are so happy to have been able to welcome Fr Neil Helen and the boys and offer him our full support in his ministry here at St. Nicolas. We look forward to working with him in the coming years.

Linda Barnes & Darrol Radley

Fabric report

JANUARY	Pianos tuned
FEBRUARY	Ampella attend Centre boilers
MARCH	Ampella attend pipework in Centre Watkins & Watson service organ humidifier British Engineering Services inspect font cover and rood cross winch
JUNE	Windows cleaned in church and Centre.
JULY	AK Roofing check for leak over Lady Chapel CES carry out 5-yearly fixed electrical inspection
AUGUST	St George's Chapel altar carpet cleaned
SEPTEMBER	Windows cleaned in church and Centre CES carry out electrical works in church as advised after inspection.
NOVEMBER	AK Roofing clear gutters DBL Plumbing replace tap in ladies' toilets
DECEMBER	Richard Thorpe serviced all fire extinguishers etc. Ampella service Centre boilers

Children and Families Worker's report

Summary

The year began with another lockdown and meant that lots of our work with children and families was moved on-line. We finally came out of lockdown and moved towards welcoming families and children back into our building.

Messy Church

Messy Church celebrated its 8th birthday in March. We have seen growth within this ministry. We are blessed with our amazing Fr Neil and Minister Wayne Hawkins who regularly visit our St Nicolas' Church of England school. I am sure that the direct interaction with our school has had a positive impact on the attendance growing.

It was nice to join in person during the year and celebrate Christmas together as a community and church in one space rather than in front of a computer in 2021.

Summer Holiday Club

This year's holiday club, Nature Explorers, encouraged us all to take care of God's wonderful creation. We had a visit from snakes, spiders, and all things creepy crawly and a chap came to chat to us about looking after bees.

The holiday club run in August for 5 days with the last day being a family fun day including bouncy castle and bacon butties.

It was an outstanding success with many children and families continuing to this day saying how much they loved it!

Open the Book

Open the Book was placed on pause during this year. We are keen to bring this amazing ministry back to St Nicolas' School in 2022.

Christingle

The Christingle service was moved on-line as Covid cases started to rise in Guildford. The service was led by Fr Neil, Wayne and Liam and was well received on-line with more than 160 views via YouTube. The families were able to collect their 'make a Christingle packs' from church before this service.

Junior Church

Junior Church was paused throughout this year, but finally returned at the start of Advent. This ministry has been given some much need attention. The attendance has continued to grow week on week, we are excited for the future of this ministry at St Nicolas Church.

Liam Rowlings

Data Protection

The PCC has invested in a fully GDPR compliant church management software system to store members' data and communicate most effectively and securely. It allows us to communicate quickly and efficiently.

Cath Anderson

Safeguarding

Training requirements for PCC members has broadened and the frequency of retraining has increased. I will be working with our PCC Secretary to ensure that everyone's training is up to date and ensuring that new members of the PCC complete their training within the first month.

We routinely complete risk assessments for special services and events. We are committed to following the Diocesan guidelines in all regards to child and vulnerable adult protection.

Jo Radley

Deanery Synod

Deanery Synod has met twice over the last year. The November meeting held at Holy Trinity Church was the first in-person since the lockdowns. "Eco journeys: how can the church help" was the subject of the meeting and Alison Moulden from the Diocesan Environmental Task Force, gave a presentation on the assistance that her team can give parishes in endeavouring to reach the zero carbon emission target by 2030 set for the Church of England by General Synod.

In February the meeting was set aside for prayer with each parish being asked to set out subjects they would like for prayer on the themes of:

Something they would like to give thanks for

Something they wanted to be prayed for

Something they would aspire to.

Lists of the requests from each parish were set up around the meeting hall so that delegates could go around and pray as requested.

Philip Hooper

St Nicolas' Infant School

"Living life in all its fullness" John 10:10

My report last year began with "what a year it has been for us all!" and it feels like this phrase is still relevant! Certainly the trials and tribulations as a result of the COVID pandemic continued to hit us all over this past year and the impact has been far reaching. For us, the biggest impact over the previous few months has been staff shortages. Whenever a member of staff is absent, the ripples in a small school go far and wide. But when multiple staff members are absent for extended periods of time, and supply agencies have no staff available, we hit a huge stumbling block. Desperately wanting to remain open to all our children whilst ensuring the safety of all was the challenge. However, we are so proud to say that to date we have not been in a position of having to close classes, although some days it got close! I am truly blessed to work in a community where team spirit, support, encouragement and positivity is part of the fabric. Never more have we needed this to see us through difficult times. With the help of a team of parent volunteers last term we were able to provide for every child and continue to offer our learners a safe and happy place to be, every day. We have kept smiling, kept going, and hope and pray we are through the worse.

In the summer term I had the privilege of being involved in the recruitment of a new Rector for St Nicolas' church. It was an honour to be asked and a fascinating opportunity to hear from a range of people with differing experiences. It felt imperative to find a rector that not only would be an asset to our school governing body in shaping it's strategic direction, but also to appoint someone who was passionate in developing and establishing the close relationship between school and church. And we hit the jackpot in Father Neil! From the start of September, Father Neil has quickly become part of our team. He visits weekly to deliver Collective Worship to the children, meets with me regularly to support me both professionally and personally, has worked alongside us in re-launching the church events we desperately missed over the pandemic period as well as being an active member of the governing body. I knew this was a partnership made in heaven when we started finishing each other's sentences at



our Open Mornings in the autumn term! In stereo we can be heard using the phrase “two sides of the same coin” in relation to school and church! Seeing the use of the narthex at the church develop over the term with children’s work has been a joy for staff, children, and parents, and has truly provided a sense of belonging when we visit. Harvest, Christmas last term and Easter this, have all been celebrated at the church and it has been wonderful to see so many families, some for the first time, joining us and embracing being back together. The generous purchase of 3 Posada kits was just one example of school and church connecting as one and we look forward to many more such events.

Father Neil was not our only new ‘teamie’ in September. We welcomed 2 new admin assistants, Sarah and Angelique, who are doing a sterling front of house job and we now cannot live without! Vikki joined our Senior Leadership team as School Business Manager and her experience is already paying huge dividends. We have a wonderful new caretaker, Lucy, who previously worked in the school kitchen and who has embraced her new role.

As you may have noticed, we have updated our school logo to be far more representative of our school values and Christian distinctiveness, and this term we have started to see the new logo appearing on our uniform too.



Old logo



New logo



So, as I write this report with the sun streaming through my window, I reflect on the challenges of the last year but with Hope for the future (aptly our value for this half term). “Be joyful because you have hope”, such wise words. As we enter a new season, finish a term, the staff and children continue to flourish and grow along with the daffodils and bulbs in our school gardens! We have much to look forward to whilst remaining and appreciating being in the moment through our Mindfulness approaches
God bless and stay safe.

Emma Smart
Headteacher



Tuesday Group

Until the second Covid vaccines became generally available, Tuesday Group decided not to meet in the Parish Hall but to continue to produce the weekly emailed Newsletter for members which had kept us in touch through lockdowns and beyond. This proved invaluable in maintaining support for each other.

At the start of the Autumn Term 2021, it was agreed to begin meeting in person again, with a short form of Newsletter being emailed after each meeting to keep everyone in touch, and this replaced the "full" TG Newsletter on 21 September. Gradually and with due caution, the Group re-established a good (though not full) programme of events, and attendance numbers have almost regained their pre-Covid levels. It's planned to resume the TG webpage on the parish website from the start of this Summer Term, where a programme of forthcoming meetings will be published. Tuesday Group thanks Cath Anderson for her unstinting work in facilitating the online contact the Group has enjoyed.

The programme over the past two terms has included individual contributions on chosen topics, speakers from St Nicolas's Church, quizzes, creative activities, the serving of pancakes on Shrove Tuesday - and, at the start of the Autumn Term, catching up on birthday cake missed during the online period. Tuesday Group looks forward with renewed confidence to the year ahead, certain that Group members will continue in their support for each other, and have an interesting, pleasant time in so doing.

Tuesday Group

Registered Charity number 1133971

Parish Church of St Nicolas Guildford

Report and Accounts

31 December 2021

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Parish Church of St Nicolas Guildford
Church Information

Church address

Parish Church of St Nicolas Guildford
The Parish Office
Bury Street
Guildford
GU2 4AW

The church is a charity registered with the Charity Commission. The full registered name is:
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

The registration number is: 1133971

Parochial Church Council

PCC Secretary Catherine Anderson

The following were members of the PCC as at the start of the Annual Parochial Church Meeting on 3 April 2022.

Revd Neil Roberts		Incumbent
Linda Barnes		
Darrol Radley		Church Wardens
Philip Hooper		Diocesan Synod
Andrew Rustell		Members
Elizabeth Hooper	Jo Radley	Deanery Synod
Philip Hooper	Andrew Rustell	Members
David Coom		Stewardship Promoter

Elected Members:

Jane Birch	David Greenwood	Jana Phillips
David Coom	Stuart Murdoch	Liam Rowlings
Catherine Ferguson		John Vines

Co-Opted Member: Catherine Anderson

Treasurer to the PCC: Patrick Andrew

Bankers

NatWest Bank plc
151 High Street
Guildford
GU1 3AH

CCLA Investment Management Limited
The CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner

Julian Ansell FCCA
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

Parish Church of St Nicolas Guildford
The report of the Trustees (The PCC)

The PCC present their annual report and accounts for the period ended 31 December 2021

Name, address and constitution

The full name and address of the church is The Parish Church of St Nicolas Guildford, The Parish Office, Bury Street, Guildford GU2 4AW. The Parochial Church Council (PCC) is a body elected by those eligible to vote at the Annual Parochial Church Meeting.

The PCC is registered with the Charity Commission. The PCC members are trustees of the charity and are therefore bound by the laws relating to the Charities Act 1993.

The PCC works with the Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Organisation

The PCC currently comprises 8 elected, 1 co-opted, and 7 ex officio members.

As required by law, the PCC has delegated to nominated members the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The PCC also has a standing committee which meets in order to prepare and review the agenda for the meetings of the full PCC.

Review of the Year

For an account of the aims and objectives of the church, for details of maintenance carried out on the fabric of the church, and for a record of the meetings held by the PCC during the year, please refer to the appropriate reports within this document,

Significant changes and developments and plans for the future

On 7th September 2021 the church welcomed Fr. Neil Roberts as our new incumbent minister

The PCC is considering the replacement of the church's grand piano and also of the congregation's chairs. The re-ordering of the chancel flooring is also being considered.

The electoral roll and church attendance

At the start of the Annual Parochial Church Meeting on 3 April 2022 there were 128 names on the roll; of these, 58 are resident within the parish and 70 are resident outside the parish.

The number of regular communicants averaged 43 per week.

Transactions and Financial position

The financial accounts are set out on pages 7 to 16. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and in conjunction with the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales in March 2005. The trustees consider that the financial performance by the charity during the year has been largely as expected.

The Statement of Financial Activities shows a deficit of net incoming resources for the year of a revenue nature of £39,425, and net realised incoming resources of a capital nature of £Nil, making overall a net deficit of incoming resources of £39,425. The total reserves at the year-end stand at £1,969,978 of which £69,423 are restricted funds and £1,900,555 are unrestricted.

Specific changes in tangible assets

There has been no change in our tangible assets, comprising three let properties.

Availability and adequacy of assets of each of the funds

The Board of Trustees is satisfied that the church's assets are available and adequate to fulfil its obligations.

Policies on reserves, investment policies and investment performance

Surplus cash reserves are placed in interest earning accounts operated by the church's bankers. The PCC adopts a low risk policy in the management of its investments and seeks to maximise the income derived from them.

Effectiveness of fundraising policies

The church relies for its income substantially on regular planned giving by members of the congregation. Steps are taken regularly to remind members of the benefits to the church of making such giving in a tax efficient manner. Income is also derived from property rentals and from other activities as detailed in the notes to the accounts.

The Church's grant making policies

Special collections are held throughout the year and these, together with other amounts from the church's reserves, are gifted in furtherance of the church's charitable objectives. Details of these donations, totalling £12,554, are shown in note 7 to the accounts.

The major risks to which the church is exposed and reviews and systems to mitigate risks

The PCC seeks to identify the major risks to which the church is exposed each financial year when preparing and updating its strategic plan, in particular those related to the operations and finances of the church. The PCC then reviews any major risks which have been identified, and establishes procedures to mitigate those risks. The PCC is satisfied with the procedures that are in place to mitigate such risks.

The church is open to the usual financial risks of any organisation, and the PCC has introduced controls to minimise these risks, such as two signatures being required for all payments from bank accounts. In addition, the accounts are regularly presented to members of the PCC and are open for members' inspection at any time.

The PCC has an established safeguarding policy and has a named children's safeguarding representative and a named vulnerable adults' safeguarding representative.

Legal Status

The church is an unincorporated association that is recognised under the Charities Act 2011. As with many other PCCs within the Church of England, the PCC registered with the Charity Commission during 2010 and is now required to file accounts with the Commission. Copies of the accounts must also be made available to members of the public on request.

Parish Church of St Nicolas Guildford
The report of the Trustees (The PCC)

The members of the Board of Trustees of the Church, the PCC, during the year ended 31 December 2021 were:-

Catherine Anderson			Philip Hooper
Julia Andrew	dec'd	05-Jan-22	Stuart Murdoch
Linda Barnes			Jana Phillips
Jane Birch			Darrol Radley
David Coom			Jo Radley
Marian Coom	ret'd	21-Mar-21	Liam Rowlings
Catherine Ferguson			Andrew Rustell
David Greenwood			John Vines
Elizabeth Hooper			

Statement of Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the church as at the end of the financial year and of the surplus or deficit of the church. In preparing those financial statements the Trustees are required to :-

- select suitable accounting policies and then apply them;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue its work; and
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and which are sufficient to show and explain the church's transactions and enable them to ensure that the financial statements comply with generally accepted accounting practice. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board of Trustees on 13th March 2022

Catherine Anderson
PCC Secretary

13th March 2022

Treasurer's Report

Our basic financial performance in 2021 is summarised in the following table; this shows - as last year - our heavy reliance on the contribution received from the Dorothy Grover Trust. These figures summarise the first column in the main report, i.e. these exclude the restricted and the designated funds, and therefore reflect our core performance.

	<u>2021</u>	<u>2020</u>
	£	£
Free (i.e. unrestricted) income	134,543	127,549
including...Dorothy Grover Trust donation	<u>42,000</u>	<u>42,000</u>
	176,543	169,549
less Total running costs *	<u>(206,259)</u>	<u>(189,408)</u>
leaving	(29,716)	(19,859)
less Donations made	<u>(7,500)</u>	<u>(7,523)</u>
Surplus / (Deficit) for the year	<u>(37,216)</u>	<u>(27,382)</u>

* (Church + Parish + Community Centre + Parish Share)

The year 2021 started with continuing restrictions imposed by the government as part of the effort to contain the spread of the covid-19 virus; these included restrictions on meetings and for several months we were again unable to let the community centre out for hire. The second half of the year brought an impressive recovery in this source of income, as it did too for letting out the church. Another impact of the virus restrictions was the lack of a donation from Cards for Good Causes, usually just short of £1,000, as we had been unable to operate the card shop in the previous year. Congregational giving held up well in the circumstances, but has not yet recovered to pre-pandemic levels.

The church's three properties are shown in the accounts at the recent valuation provided by local estate agents; all three were let throughout the year. As noted above, we continued to benefit from the resources provided by the Dorothy Grover Trust. It has not yet been necessary to withdraw from the investment fund provided last year by the Hope Baillie trustees; this investment is shown in the accounts at its year-end valuation.

Expenditure was generally managed within expectations. The rectory has been substantially refurbished with the PCC contributing £20,000 to the costs of redecorating and recarpeting. There were no substantial works carried out at the church itself. The pattern of our music expense has changed with the deployment, in the last four months of the year, of paid professional singers in the choir.

Please see the following pages for further detail.

Parish Church of St Nicolas Guildford

Independent Examiner's Report

Independent Examiner's Report to the PCC of St Nicolas Guildford

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis of the report:

As the charity's trustees, 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.

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 give me cause to believe that, in any material respect:

- 1 the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2 the accounts did not accord with the accounting records; or
- 3 the accounts did 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.

Julian Ansell FCCA
Chartered Certified Accountant
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

3rd April 2022

Parish Church of St Nicolas Guildford

Statement of Financial Activities for the year to 31st December 2021

	Note	2021		2021	2021	2020
		Unrestricted Funds		Restricted	Total	Total
		General	Designated	Funds		
		£	£	£	£	£
<i>Incoming Resources</i>						
Given by the Congregation	2,7	49,445		5,053	54,498	54,156
Donations and Bequests	3	43,361		0	43,361	302,672
Investments etc. Income		63,528		35	63,563	62,046
Other Income		20,209		649	20,858	12,494
Total Incoming Resources	2	176,543	-	5,737	182,280	431,368
<i>Resources Expended</i>						
Church Expenses	4	45,915	600	2,292	48,807	69,171
Parish Expenses	5	74,964			74,964	44,581
Community Centre Expenses	6	10,572			10,572	39,057
Parish Share		74,808			74,808	74,808
Donations Made	7	7,500		5,054	12,554	10,454
Total Resources Expended		213,759	600	7,346	221,705	238,071
Net Incoming Resources for the Year		(37,216)	(600)	(1,609)	(39,425)	193,297
Gains/(losses) on Investments	8,9		37,281		37,281	16,926
Revaluation gains/(losses) on Properties			90,000		90,000	
Funds as at 1 January 2021		65,484	1,745,606	71,032	1,882,122	1,671,899
Transfers between Funds		(600)	600		0	
Funds as at 31 December 2021		27,668	1,872,887	69,423	1,969,978	1,882,122
<i>Allocation to Funds of Net Incoming Resources</i>						
General	8	(37,216)			(37,216)	
Hope Baillie Fund					0	
Comm Centre & Loseley Chapel Redvpmt			(600)		(600)	
Flowers				(40)	(40)	
Hazelden Trust				(952)	(952)	
Tuesday Group				(40)	(40)	
Café Play				(298)	(298)	
Bellringers' Fund				(279)	(279)	
		(37,216)	(600)	(1,609)	(39,425)	
<i>Transfers Between Funds</i>						
General	8	(600)			(600)	
Comm Centre & Loseley Chapel Redvpmt			600		600	
		(600)	600	0	0	

Balance Sheet at 31 December 2021

	Note	2021 £	2020 £
Tangible Assets - investment properties			
St Catherine's House	1	900,000	825,000
17 Chaucer Court	1	300,000	325,000
209 Stoughton Road	1	375,000	335,000
		<u>1,575,000</u>	<u>1,485,000</u>
Unlisted Investments			
Securities etc	9	0	0
CCLA Investment Fund		297,887	260,606
		<u>297,887</u>	<u>260,606</u>
		<u>1,872,887</u>	<u>1,745,606</u>
Current Assets			
Debtors and Prepayments	10	3,838	5,511
Traidcraft Closing Stock		84	79
Central Board of Finance Deposits		82,953	125,334
Cash at Bank and on Hand		13,374	9,139
		<u>100,249</u>	<u>140,063</u>
Less Current Liabilities			
Sundry Creditors and Accrued Expenses	11	(3,158)	(3,547)
		<u>97,091</u>	<u>136,516</u>
Net Current Assets			
		<u>97,091</u>	<u>136,516</u>
TOTAL ASSETS Less Current Liabilities			
		<u>1,969,978</u>	<u>1,882,122</u>
Reserves			
	8	£	£
<i>Unrestricted Funds</i>			
General Fund		<u>27,668</u>	<u>65,484</u>
<i>Designated Funds</i>			
Hope Baillie Fund		297,887	260,606
St Catherine's House Fund		900,000	825,000
17 Chaucer Court Fund		300,000	325,000
209 Stoughton Road Fund		375,000	335,000
Community Centre and Loseley Chapel Redevelopment Fund		0	0
		<u>1,872,887</u>	<u>1,745,606</u>
<i>Restricted Funds</i>			
Flowers Fund		130	170
Hazelden Fund		65,175	66,127
Tuesday Group		311	351
Café Play		135	433
Bellringers Fund		3,672	3,951
		<u>69,423</u>	<u>71,032</u>
TOTAL RESERVES			
		<u>1,969,978</u>	<u>1,882,122</u>

The notes on pages 9 - 16 form part of these financial statements.

Approved on 3rd April 2022 and signed on behalf of the PCC by:

Revd Neil Roberts

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2021

1 Accounting Policies

Accounting Convention

These accounts have been prepared under the historical cost convention.

Income

In general, income from all sources is treated on a cash basis. Some items of income received in the current year, however, may be deemed more properly to belong to future years, and are therefore held over as deferred income to be reported in the appropriate year's accounts.

The anticipated tax refund in respect of planned giving and other donations received has been accrued.

Expenditure

Ordinary running costs are brought to account in the year to which they relate. Minor items of capital expenditure are written off to repairs in the year in which they are incurred.

Special Collections and Donations

These include receipts from all collections held for a specific purpose: home boxes and other specific donations including the 'monthly good causes' and the luncheon voucher scheme. All such income is reported as 'restricted fund income'. Details are shown in note 7. Distributions to the beneficiaries of the 'monthly good causes' may be enhanced by an allocation from the PCC's own funds, also shown in note 7, any such additional amount being assessed by the Council during the year.

Restricted Funds

Also shown as 'restricted fund income' are contributions received from the Dorothy Grover Trust that have been given for a specific purpose, usually in connection with substantial outlay on maintenance to the fabric of the church and of the community centre.

Donations received specifically for the purchase of flowers for the church are reported as restricted funds income.

Designated Funds

The PCC may designate certain bequests received during the year, or other funds received, to be applied to particular purposes, as shown in the accounts.

Tangible Assets

Investments

The tangible assets owned by the church consist of one leasehold and two freehold properties which are let at market rates. These were acquired as follows:

72 Wodeland Avenue, St Catherine's House, was acquired during 1994 at a cost of £160,000;

17 Chaucer Court was part of a bequest received in 2003;

209 Stoughton Road was purchased during 2010 at a cost of £237,500.

Independent valuations of the above properties were carried out by Romans Estate Valuers in 2022 and these values are shown in the balance sheet on page 8. Valuations of the properties are carried out every three years.

The buildings are maintained in a good state of repair and are therefore not depreciated in the accounts.

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2021

1 Accounting Policies (continued)

Cashflow statement

The PCC has taken advantage of the exemption in Financial Reporting Standard No 1 from producing a cashflow statement on the grounds that it is a small charity.

Fixed assets

Consecrated property and movable church furnishings

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

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2002 are capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially five years) on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items of £2,000 or less, or on the repair of movable church furnishings acquired before 1 January 2002, is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

2 Incoming Resources

	2021		2021	2021	2020
	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds		
	£	£	£	£	£
<i>Planned Giving:</i> Donations	36,289			36,289	39,078
Income Tax Accrual	715			715	650
Income Tax Refunds	9,059			9,059	9,111
	<u>46,063</u>			<u>46,063</u>	<u>48,839</u>
Open Collections	3,382			3,382	2,386
Special Collections, including Fayre			5,053	5,053	2,931
Given by the Congregation	<u>49,445</u>		<u>5,053</u>	<u>54,498</u>	<u>54,156</u>
Dorothy Grover Trust	42,000			42,000	55,319
Donations and Bequests	1,361			1,361	247,353
Donations and Bequests	<u>43,361</u>	<u>0</u>	<u>0</u>	<u>43,361</u>	<u>302,672</u>
17 Chaucer Court Rent	18,000			18,000	16,977
209 Stoughton Road Rent	14,820			14,820	14,820
St Catherine's House	23,125			23,125	22,259
Interest Received	23		35	58	644
Investment Income	7,560			7,560	7,346
Investments etc. Income	<u>63,528</u>	<u>0</u>	<u>35</u>	<u>63,563</u>	<u>62,046</u>
Given for use of Community Centre	9,531			9,531	7,385
Given for use of Church	5,776			5,776	1,890
Magazine	15			15	162
Parochial Fees	1,072			1,072	1,248
Votive Candles	131			131	140
Coffee Fund	1,172			1,172	442
Flowers Fund			629	629	165
Traidcraft	686			686	747
Sundry Income	1,826		20	1,846	315
Other Income	<u>20,209</u>	<u>0</u>	<u>649</u>	<u>20,858</u>	<u>12,494</u>
Total Incoming Resources	<u>176,543</u>	<u>0</u>	<u>5,737</u>	<u>182,280</u>	<u>431,368</u>

3 Donations and Bequests

	£	£
Cards for Good Causes	-	
Dorothy Grover Trust	42,000	
other donations received	<u>1,361</u>	43,361
<i>Restricted and Designated Donations:</i>		
None		<u>43,361</u>

4 Church Expenses

	2021		2021	2021	2020
	Unrestricted Funds	Designated	Restricted Funds	Total	Total
	General				
£	£	£	£	£	£
Heating and Lighting	4,933			4,933	4,244
Insurance	5,688			5,688	5,610
Sanctuary Supplies	1,782			1,782	1,166
Music	20,610			20,610	17,942
Cleaning	4,252			4,252	9,004
Repairs and Maintenance	5,078	600	1,286	6,964	26,582
Items of Equipment (see Note 13)	148			148	800
Deputisation Payments	93			93	322
Flowers			668	668	192
Traidcraft	616			616	739
Sundry			338	338	305
Miscellaneous	1,460				
Independent Examiner Fee	700				
Bank etc charges	396				
Gifts	159				
	<u>2,715</u>	<u>600</u>	<u>2,292</u>	<u>2,715</u>	<u>2,265</u>
	<u>45,915</u>	<u>600</u>	<u>2,292</u>	<u>48,807</u>	<u>69,171</u>

5 Parish Expenses

	2021		2021	2021	2020
	£	£	£	£	£
Office Administration	4,433			4,433	3,704
Parish Administrators	13,831			13,831	10,636
Clergy Expenses	2,814			2,814	496
Rectory	21,715			21,715	1,504
Children and Families' Worker	12,950			12,950	12,500
Young People	555			555	263
Magazine				0	-
Social Events				0	-
17 Chaucer Court					
Maintenance & Council Tax	1,106				
Service Charge, Ground Rent etc	2,241				
Agent Fees etc	<u>2,160</u>	5,507		5,507	5,802
St Catherine's House					
Maintenance	4,256				
Insurance	589				
Agent Fees etc	<u>2,775</u>	7,620		7,620	7,009
209 Stoughton Rd					
Maintenance	3,456				
Insurance	304				
Agent Fees etc	<u>1,779</u>	5,539		5,539	2,667
	<u>74,964</u>	<u>0</u>	<u>0</u>	<u>74,964</u>	<u>44,581</u>

6 Community Centre Expenses

	2021		2021	2021	2020
	£	£	£	£	£
Heat, Light, Water	4,003			4,003	3,278
Insurance	1,432			1,432	1,415
Repairs and Maintenance	1,085			1,085	30,479
Cleaning etc.	3,882			3,882	3,781
Purchases, Coffee, Sherry, etc.	170			170	104
	<u>10,572</u>	<u>0</u>	<u>0</u>	<u>10,572</u>	<u>39,057</u>

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2021

7 Special Collections and Donations Made

<i>Monthly Good Cause</i>		<i>Collected</i>	<i>Paid</i>
		£	£
January	Guildford Action	100.05	100.05
February	Surrey Drug & Alcohol Care	70.00	70.00
March	USPG	297.40	297.40
April	Frimley Hospital Stroke Appeal	2,425.00	2,425.00
May	Shooting Star Chase	110.07	110.07
June	Farms for City Children	94.00	94.00
July	Mission to Seafarers	92.70	92.70
August	Marine Conservation Society	26.20	26.20
September	Church Army	22.25	22.25
October	Christian Blind Mission UK	73.00	73.00
November	Al Arab Hospital in Gaza	65.00	65.00
December	The Children's Society	56.60	394.00
<i>Sub-Total</i>		<u>3,432.27</u>	<u>3,769.67</u>
<i>Others:</i>			
Lent Boxes	The Bishop of Gfd's Lent Call...		
Lent Lunches	USPG		
Sales of Produce	USPG		
Friday Lunches	USPG	217.50	217.50
Summer Fayre	USPG		
Collation Service	The Bishop of Gfd's Foundation	438.05	438.05
Christingle	The Childrens' Society		
	St. Nicolas School		1,000.00
	St. Nicolas School, bibles	115.90	178.50
	YMCA		2,000.00
	Street Angels / Town Centre Chaplaincy		4,000.00
	Luncheon Vouchers / Guildford Action	284.25	284.25
concert	Phyllis Tuckwell	170.00	170.00
coffee morning	MacMillan	275.80	275.80
school	Christians against Poverty	37.32	37.32
i.m.o...			
Dr. Roger Gabriel	Phyllis Tuckwell	82.20	82.80
	Guildford Bellringers		50.00
	Assoc for Promoting Retreats		50.00
<i>Sub-Total</i>		<u>1,621.02</u>	<u>8,784.22</u>
Total:		5,053.29	12,553.89

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2021

	Note	£	£
8 Movements in Reserves			
UNRESTRICTED FUNDS:			
<i>General Fund</i>			
Balance as at 1st January 2021			65,484
Less Surplus (Deficit) for the year		(37,216)	
Less Transfer to Redevelopment Fund		<u>(600)</u>	<u>(37,816)</u>
			<u>27,668</u>
<i>Designated Funds:</i>			
<i>Hope Baillie Fund</i>			
Balance as at 1st January 2021			260,606
Gain on Revaluation			<u>37,281</u>
			<u>297,887</u>
<i>St Catherine's House Fund</i>			
Balance as at 1st January 2021			825,000
Add Gain (Loss) on Revaluation			<u>75,000</u>
			<u>900,000</u>
<i>17 Chaucer Court Fund</i>			
Balance as at 1st January 2021			325,000
Less Gain (Loss) on Revaluation			<u>(25,000)</u>
			<u>300,000</u>
<i>209 Stoughton Road Fund</i>			
Balance as at 1st January 2021			335,000
Add Gain (Loss) on Revaluation			<u>40,000</u>
			<u>375,000</u>
<i>Community Centre and Loseley Chapel Redevelopment Fund</i>			
Balance as at 1st January 2021			0
Less Building etc works		(600)	
Add Transfer from General Fund		<u>600</u>	<u>0</u>
			<u>0</u>
RESTRICTED FUNDS:			
<i>Flowers Fund</i>			
Balance as at 1st January 2021			170
Add Contributions Received		628	
Less Purchases		<u>(668)</u>	<u>(40)</u>
			<u>130</u>
<i>Hazelden Fund</i>			
Balance as at 1st January 2021			66,127
Add Interest earned		35	
Less Maintenance		<u>(987)</u>	<u>(952)</u>
			<u>65,175</u>
<i>Tuesday Group</i>			
Balance as at 1st January 2021			351
Donation made			<u>(40)</u>
			<u>311</u>
<i>Café Play</i>			
Balance as at 1st January 2021			433
Expenses			<u>(298)</u>
			<u>135</u>
<i>Bellringers Fund</i>			
Balance as at 1st January 2021			3,951
Add Contributions received		20	
Less Maintenance Costs		<u>(299)</u>	<u>(279)</u>
			<u>3,672</u>

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2021

14 Employees and staff costs

The average number of employees during the year was 3.5 (2020 : 5).
 The total cost of employing these (part-time) staff was:

	2021	2020
	£	£
Salaries	34,392	40,187
Pension contribution	488	311
	<u>34,880</u>	<u>40,498</u>

15	2021	2021	2020	2020
Activity in Traidcraft goods during 2021 was as follows:	£	£	£	£
Income from Sales		686		747
less: Purchases	(616)		(763)	
add Opening Stock	(79)		(70)	
less Closing Stock as at 31 Dec 2021	84		79	
less movement in cash on hand	(4)	<u>(615)</u>	15	<u>(739)</u>
net surplus/(deficit) for the year		<u>71</u>		<u>8</u>

16 Governance Costs	2021	2020
	£	£
Independent Examiner's Remuneration	<u>700</u>	<u>700</u>

17 Coffee etc Account	2021	2021	2020	2020
	£	£	£	£
Opening balance		52		14
Receipts	11		442	
Purchases	(38)		(29)	
Transfers to main PCC a/c (net)		<u>(27)</u>	<u>(375)</u>	<u>38</u>
		<u>25</u>		<u>52</u>

18 Music	2021	2020
Expenditure on music breaks down as follows:	£	£
Director of Music, salary	8,763	7,425
Pension contributions	488	311
D of M Housing allowance	4,000	6,000
D of M Childrens' Choir Allowance	2,000	3,000
Deputisation	60	50
Purchase / hire of music	104	
RSCM membership fee	110	107
Organ maintenance, piano tuning	1,303	399
Foundation Choristers	3,320	550
String Quartet (Collation)	440	
Sundry	22	100
	<u>20,610</u>	<u>17,942</u>

19 Related Party Transactions

Two members of the PCC were employed as part time administrative assistants of the Church at a total annual salary cost of £13,831. No other members of the PCC nor any parties connected with them received any remuneration during the year.

Expenses amounting to £2,814 incurred by the Rector in carrying out his pastoral duties were re-imbursed to him during the year. No other members of the PCC nor any parties connected with them were paid expenses during the year, other than reimbursement of payments made on behalf of the church.

No members of the PCC nor any related parties connected with them entered into any related party transactions with the church during the year.



DRAFT MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING OF ST NICOLAS' CHURCH HELD ONLINE ON SUNDAY 21ST MARCH 2021 AT 11:45AM

Present: Revd Nick Williams, Area Dean (chair), members of the Electoral Roll noted as being online – see Appendix 1 – and Mother Kathryn Twining.

The Chair opened the meeting with prayer.

Part 1

1	Apologies were received from David Coom, Marian Coom and David Greenwood.
2	The Chair thanked everyone who continues to work through the Vacancy, especially difficult during the Covid-19 pandemic. He singled out the Churchwardens, Linda Barnes and Darrol Radley, saying that it had been a delight to get to know them.

Part 2 Election of Churchwardens

3	The minutes of the meeting held on 18 th October 2020 were approved unanimously as a correct record. The minutes were signed by the Chair following the meeting.
4	Election of Churchwardens: Linda Barnes was proposed by Cath Anderson and seconded by David Coom. Darrol Radley was proposed by David Coom and seconded by Jana Phillips. Both nominees confirmed their willingness to continue in the role and were duly appointed for the year ahead. The Chair thanked them hugely for all they are doing.

Part 3 Annual Parochial Church Meeting

5	The minutes of the meeting held on 18 th October 2020 were approved unanimously as a correct record. The minutes were signed by the Chair following the meeting.
6	Elections to the PCC: There were four vacancies for a term of three years each and one vacancy for a term of 2 years. At the start of the meeting, there were no nominations. The Chair asked if there was any present who wished stand. Jane Birch indicated her willingness to stand. She was nominated by Jo Radley and seconded by Liam Rowlings and was duly elected to serve for a period of 3 years. The meeting wished to record its thanks to Cath Anderson and Marian Coom whose terms of office had come to an end. Cath was not eligible to stand for election but had indicated her willingness to continue to serve as PCC Secretary and Darrol said that she would be co-opted to the PCC at its first meeting following the APCM. Darrol said that Marian was very much in our thoughts and prayers and that we hope that in years to come she will be able to rejoin the PCC. Huge thanks are owed to Marian who right up until Christmas Eve had been a hugely active member of the PCC and he wished his personal thanks to be recorded.

7	<p>Sides–People.</p> <p>Linda Barnes read the names of those willing to serve as sides-people and thanked them for being prepared to serve, although current Covid restrictions meant that they were unable to fulfill their role as usual. She said that she looked forward to operating a rota again.</p>
8	<p>Finance.</p> <p>i. The Chair thanked Iain Ferguson and the Finance Advisory Committee for their overview and advice during the past year.</p> <p>ii. Presentation of the Annual Accounts.</p> <p>SOFA: General Unrestricted Income amounted to £169k, the congregation contributing £51k, mainly through Planned Giving. This represents less than a third, most of the rest derived from legacies and bequests. Expenditure was £196k. We continue to pay all of our Parish Share, which results in a net deficit of £27k. Bearing in mind that £42k of the income comes from DGT, the deficit would have been nearly £70k without it.</p> <p>INCOME: Of the £51k given by the congregation, £39k is from Planned Giving donations, allowing a tax refund of just over £9k. The £2.5k for donations and bequests is mainly from Cards for Good Causes which we won't have this year. Under investments, the three properties held up pretty well, with close to full occupancy. We now have full occupancy, with one tenant due to change in April. The Community Centre and Church brought in £9k which is pretty good in the circumstances, but a reduction of about 50% of what we brought in in 2019. The investment income of £7,300 is what was the Hope Baillie Trust.</p> <p>EXPENDITURE: Repairs and maintenance includes quite a lot of Quinquennial work and the purchase of the AV equipment. Income for the AV was mainly routed through Planned Giving so is not included in the accounts. Parish Expenses – the parish administrator figure is net of £3.5k furlough payments from the Government which worked very efficiently. The main expenditure on the Community Centre was the redecoration of the toilets.</p> <p>SOFA: Designated income of £243k was the value of the Hope Baillie Trust which was closed and amalgamated into the PCC at the end of June 2020. The funds are held in the CCLA Investment Fund are now directly under the control of the PCC, giving the Treasurer access to more readily available cash if necessary. £21k Community Centre expenses relates to the completion of the Loseley Chapel redevelopment and Community Centre refurbishment. The restricted funds relates to the Monthly Good Cause donations and works funded in particular by the Dorothy Grover Trust, the latter including the reordering of the Sacristy and the installation of new boilers in the Community Centre.</p> <p>BALANCE SHEET: The CCLA Investment Fund figure relates to the Hope Baillie Trust. The funds have increased in value over the 6 months and now at £260k. DBF deposits - £70k of £125k is held as restricted, mainly in the Hazelden Fund – to be spent on the tower/bells. Restricted Funds – monies managed for other groups within the church.</p> <p>We remain indebted to the generosity of past benefactors.</p> <p>Liam wished to thank Patrick for all he does. He left the meeting to join the URC annual meeting.</p> <p>iii. Darrol Radley proposed that the meeting adopt the accounts and Catherine Ferguson seconded the motion. All present voted in favour.</p> <p>iv. Patrick reported that Julian Ansell was willing to continue as Independent Examiner and had signed the necessary certificate for the accounts.</p> <p>Iain Ferguson introduced himself as Chair of the Finance Advisory Committee and a Trustee of the Dorothy Grover Trust (DGT). He thanked Patrick for his work as PCC Treasurer and David Coom as Treasurer of the DGT. He explained that the DGT is a charity that is independent to St Nicolas', its purpose is to support St Nicolas' worship and reports separately to the Charities Commission. He spoke to the slides – Appendix 2.</p> <p>Overall Income and Expenditure for the last 3 years: there is a small deficit in 2019 and 2020, taking</p>

	<p>DGT and St Nicolas' together. For 2021, a deficit of £13k is being forecast. In 2020 we were able to reduce our expenditure in line with the reduction in income due to the pandemic and the closure of the church and Community Centre. However, there are very limited opportunities to reduce our expenditure. Approximately 80% of expenditure is fixed, costing us £3k per week to maintain the church, to pay Parish Share and to pay staff.</p> <p>Income: The three sources contribute as follows - DGT (46%), Given by the congregation (30%), lettings and investments (24%). Planned Giving has been pleasingly robust for which donors were thanked. Open collections obviously were much reduced.</p> <p>Income movements: For 2021 the DGT and congregational income are forecast to decline. We are fortunate to be able to shoulder this deficit. We all look forward to the appointment of a new Rector, the ending of lockdowns and the opportunity to grow our congregation and, hopefully, our income. About 10 years ago, our congregational giving was c40% of our income, but our share has declined.</p> <p>Thank you to everyone who supports the church. We are blessed by the generosity of previous worshippers but this is not sufficient to keep our church alive. We must play our part – it is our privilege and our commitment to future generations who we hope will worship here in the future.</p>
9	<p>Electoral Roll</p> <p>Cath Anderson reported that at the start of the meeting, there were 124 [124] on the roll, 58 being resident in the parish and 66 living outside.</p>
10	<p>Churchwardens' Report</p> <p>Darrol commented that their Annual Report submission was lengthy as there was no Rector's report. He wanted to record his thanks to Andy Anderson who was now helping with the camera work during the services. As we come out of lockdown, more volunteers for the AV roles were needed and it might be possible to involve Duke of Edinburgh volunteers.</p> <p>He also wished to thank Patrick for looking after our accounts so diligently, Iain Ferguson for his summary and everyone for all that they do.</p> <p>Nick Williams thanks the Churchwardens for steering St Nicolas' through this period of Vacancy.</p>
11	<p>Safeguarding</p> <p>Jo Radley reported that it had been a quiet year, with few issues. She informed Jane Birch that she would need to complete Core 1 training and asked that Cath share the course details with her.</p>
12	<p>Data Protection Act compliance</p> <p>Cath reported that all personal data is stored in compliance with regulations and the implementation of a new church management software package has been invaluable in communicating effectively during the pandemic.</p>
13	<p>Vacancy Update</p> <p>Darrol reported that he and Linda would be interviewing 5 candidates on Thursday with the Bishop, Archdeacon and Nick Williams. 6 had been shortlisted from the 19 who applied, but one had withdrawn for family reasons. They had all been impressed by the standard of applications. He asked that everyone pray for them. An announcement would not be possible until we were given the go-ahead by the Archdeacon. Nick Williams explained that the announcement has to be co-ordinated with the candidate's parish, subject to their acceptance and subsequent safeguarding checks.</p>
14	<p>There were no matters arising from the Minutes of last year's meeting.</p>
15	<p>Open Forum.</p> <p>i. Iain Ferguson echoed Nick Williams' thanks to Linda and Darrol. He said that God had sent us the right churchwardens who work so well together both publicly and in private. He also wished to thank Julia Andrew for her love and care of the church as Sacristan, always making sure that it is seen in a beautiful way. Julia commented that she would not be able to do what she does without Catherine Ferguson.</p>

	<p>ii. Sally Lowe said that she felt that the quality of the Parish Profile and the wording of the advertisement will have greatly contributed to the number of high quality applications and she thanked all those involved.</p> <p>iii. Darrol thanked Nick Williams for his support for them as churchwardens and for chairing the meeting.</p> <p>iv. Peter Chapman wished to thank Catherine Ferguson for serving at the altar each week, praising her commitment.</p> <p>vi. Nick Williams picked up on Andrew Rustell's comment on 'chat' that the Parish Share would not rise this year.</p>
17	<p>Next year's APCM would be held on 3rd April 2022.</p> <p>Dates for Standing Committee and PCC meetings would be agreed by email.</p> <p>The meeting ended with prayer and blessing at 12:58.</p>

Signed Date

Appendix 1 ATTENDEES

Chair: Revd Nick Williams, Area Dean

Cath Anderson

Julia Andrew

Patrick Andrew

Shirley Aston

Jenny Austin

Linda Barnes

Jane Birch

Celia Chapman

Peter Chapman

Catherine Ferguson

Iain Ferguson

Hilary Fletcher

Philip Hooper

Sally Lowe

Peter Oldroyd

Pauline Oldroyd

Jana Phillips

Darrol Radley

Jo Radley

Liam Rowlings

Andrew Rustell

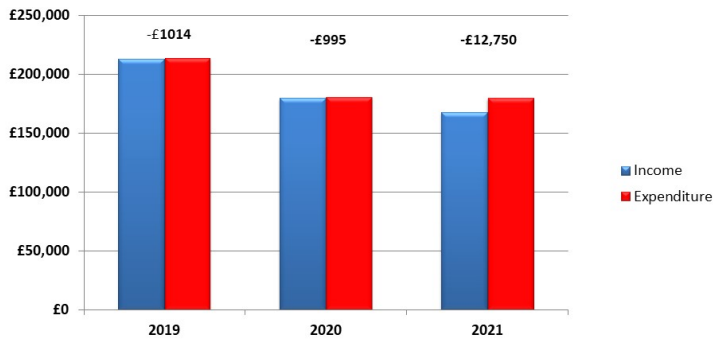
Mother Kathryn Twining

John Varney

Tim Woodford

Jean Woolley

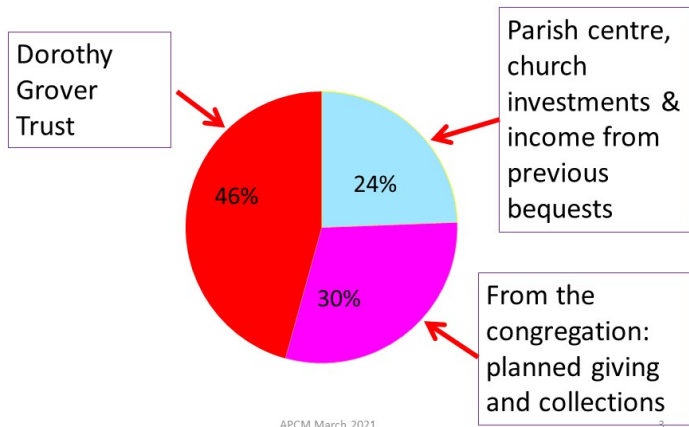
Income and expenditure 2019-2021



APCM March 2021

2

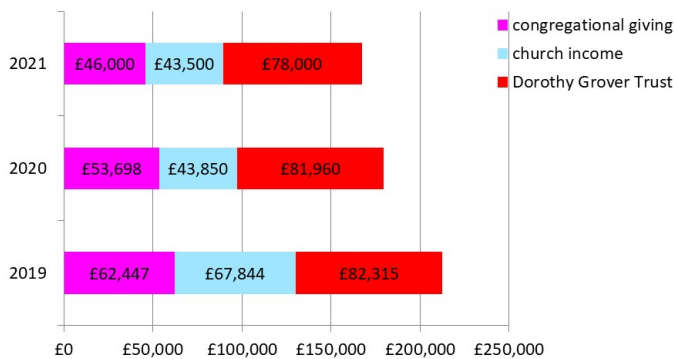
St Nicolas' income 2020 came from THREE sources



APCM March 2021

3

Income from all sources (£) 2019-2021



APCM March 2021

4

Accounts



ANNUAL CHURCH MEETING

APCM 2021

SUNDAY 21st MARCH 2021

11:45 am



ST NICOLAS GUILDFORD

St Nicolas is an Anglo-Catholic Church, consecrated in 1876, which sits at the foot of the historic High Street in Guildford. The Bishop of Guildford (as Patron) and PCC seek to appoint a

Rector of St Nicolas Guildford

- To build on our Anglo-Catholic liturgical tradition & music
- To enhance our spiritual & sacramental life through teaching
- To engage with the local community in an inclusive manner
- To develop and grow our youth and children's work
- Who respects diversity in our church and is a caring pastor

We look forward to offering our new Rector:

- A welcoming and supportive community, open to new ideas
- A vibrant community of staff and volunteers
- A well maintained 2nd church with stunning community centre
- A substantial 5 bed Rectory, 5 minutes walk from the church
- A commitment to the Guildford Clergy Wellbeing Covenant

Further details and Parish Profile available from:
www.cofeguildford.org.uk/about/vacancies/clergyvacancies
Closing date 3 March 2021 | Interviews 24/25 March 2021

Application forms available on the website.
Completed applications to be returned to the Archdeacon of Surrey by noon on 3.3.21 via julia.wentley@cofeguildford.org.uk

Diocese of Guildford
TRANSFORMATIVE CHURCH
TRANSFORMING LIVES



JOIN US ON-LINE

Messy Church Mini Messy Church

SLICE OF MESSY CHURCH ON A SMALLER SCALE

TEACHING SINGING GAME CRAFT

START 4 PM 40 MINS

ADVENT
Getting ready!
28th November

CHRISTMAS
Jesus is born!
19th December

EPIPHANY
Wise men visit
9th January

Great for all ages

Craft bag included
Pre-orders only

Book at childrenfamsworker@gmail.com



Agendas

Annual Parochial Church Meeting

We welcome our Area Dean, Revd Nick Williams, to Chair the meeting

PART 1 :

1. Apologies for absence.
2. Thanks.

PART 2 : THE ELECTION OF CHURCHWARDENS

All who live in the parish or who are on the Church Electoral Roll are eligible to vote for Churchwardens.

3. To confirm Minutes of the meeting held on 18th October 2020
4. To elect two churchwardens.

PART 3 : ANNUAL PAROCHIAL CHURCH MEETING

All who are on the Church Electoral Roll are eligible to vote for the PCC. In their report the Churchwardens have referred to the fabric of the church and any matters they wish to bring to your attention as they are formally required to do. The Open Forum at the end is a most important part of our gathering today, so do feel free to voice any thoughts. It would be useful if you could email your questions beforehand to parishoffice@saintnics.com Before you come to the meeting please read the reports below about different facets of our church life.

5. To confirm Minutes of the meeting held on 18th October 2020
6. Elections to the PCC (conducted by the Churchwardens)
7. To receive the names of Sides-people (names to be read out by a Churchwarden)
8. Finance
 - i To thank Iain Ferguson and the PCC Finance Advisory Committee for their overview and advice
 - ii. To receive the Treasurer's presentation of the examined annual accounts.
 - iii To formally adopt the accounts
 - iv To appoint an Independent Examiner
9. To receive the Electoral Roll report.
10. To receive the Churchwardens report.
11. To receive a report on our compliance with safeguarding requirements.
12. To receive an update on our compliance with the Data Protection Act 2018
13. To receive an update on the Vacancy.
14. Matters arising from last year's meeting
15. Open Forum.
16. a) The date proposed for next year's Annual Meeting is 3rd April 2022.
b) Dates for future PCC meetings (and of the PCC Standing Committee) will be agreed by email.

Parochial Church Council

Members of the PCC are elected for a three-year term of office. The two churchwardens are elected at the APCM annually. Deanery Synod members are elected every three years and are ex-officio members of the PCC. All PCC officers are elected at the first PCC meeting after the APCM.

A Rector is chair of the PCC. A deputy chair is elected at the first meeting after the APCM and is usually one of the Churchwardens. The Parish Administrators also play a large part in the management of our church life, carrying out many of the requests and decisions of the PCC.

There is a Standing Committee which meets to help prepare the agenda and consider matters referred to it by the PCC. It provides the PCC with full notes of each of its meetings. The Standing Committee consists of the Rector, Treasurer, Stewardship Promoter, both Churchwardens and two members of the PCC who are appointed on an annual basis. In addition to this there is a Finance Advisory Committee consisting of the PCC Treasurer, the DGT Treasurer, one of the Churchwardens (as decided by themselves for each meeting), another appointed by the PCC for a period of 1 year and the Rector, as an ex-officio member.

Events April 2020 to March 2021

During the past year, the PCC has met on 7 occasions, one meeting being followed by a Section 11 meeting in relation to the Vacancy. The following topics comprised the main business of the PCC meetings:

- Operation of the Church and Community Centre during the COVID-19 pandemic, including services, staff furlough, risk assessments, visiting choirs, installation of new AV equipment, software to facilitate meetings etc
- Vacancy following the retirement of Fr Andrew, including the parish profile, advertising, Rectory refurbishment
- Finances
- Sacristy refurbishment
- Works resulting from the Quinquennial inspection
- Data Protection Act / GDPR.
- Review of PCC policies and regular update of Electoral Roll.
- Regular updates from Deanery Synod.
- Support of projects and good causes.

Churchwardens' report

In these strange times everything is a little different, adapted, slightly “off centre”. To me, this sums up our pattern of church life over the past year.

When the first lockdown was announced on March 23rd 2020 we had no idea of what was to come. As a PCC we had plans and expectations that were irrevocably changed. To summarise all of these would make a very long report so I will focus instead on the key aspects of what has happened and been achieved over the last year.

The advent of Covid meant that we had to rapidly develop the ability to complete risk assessments, make provision for the safe use of the church, acquire hand sanitiser, paper towels, signage etc to make the church “covid secure”. But as you can see from the fabric report we have still been able to achieve a number of improvements to the church and community centre.

At the beginning of 2020 the community centre bookings were rapidly filling the calendar and we had determined after the busy Christmas of 2019 that we would need to increase the level of cleaning to ensure we maintained a high standard in our “new” facilities. We were less than a month into a new contract with a local contractor when we had to suspend it and scale back as one by one all the bookings were cancelled. As time passed and we were able to evaluate what could and could not be done it made sense to be able to progress with the masonry repairs identified in the quinquennial inspection completed in 2019. John Carballo our stonemason who worked on the Loseley Chapel was able to complete most of the work on his own.



This also coincided with the beautiful gates for the Loseley Chapel being completed and installed. A local blacksmith, Rebecca Knott, who has built an international reputation as one of the county's leading artistic blacksmiths, has forged the gates. The gates provide a beautiful entry point to the restored chapel and are a wonderful legacy for future generations at St Nicolas'.

The church received another award in recognition of the sensitive and practical design of the centre from the Guildford Society in the Autumn of last year and we are pleased to display the plaque of recognition on the outside of the Centre.



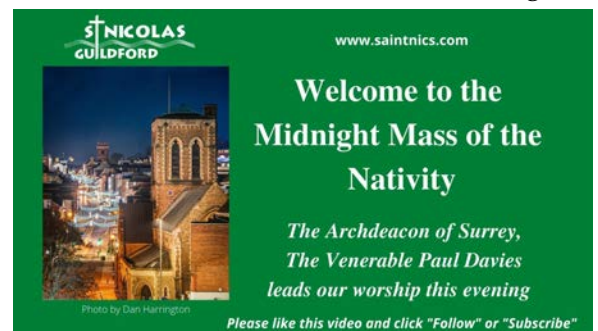
We also decided as a PCC to progress with a long talked about refurbishment of the Sacristy. We are grateful to Marian Coom, who came up with the new layout and then took on the project management to deliver a wonderful new resource for the church and our new incumbent. We are so saddened that such a vibrant and energetic lady who has contributed such a huge amount to St. Nicolas' over many years has been incapacitated in such a devastating way. We hold both her and David in our hearts as we pray for her recovery.



The shock of being locked out of the church pushed all church communities into rapidly finding new ways of carrying on and very quickly priests around the country learned how to livestream their services from their studies. Father Andrew achieved this simply by using a phone at first but as time progressed we started to explore other ways options and were able to have a joint service using Webex (an alternative to Zoom) with the URC for our Christian Aid services. This became our

pattern which at least enabled a sense of shared worship.

Moving into the church created new technology challenges but by cobbling together various components and a bit of experimentation we were at least able to start to share the services from church. Following our appeal for funds to implement the new streaming technology and cameras etc, I am pleased to say that the donations received covered approximately 80% of the cost. This investment has significantly improved the online experience for our congregation and judging by the viewing numbers is reaching far beyond the parish boundaries. The viewing figures for our services are regularly in the hundreds and our Midnight Mass service with the archdeacon was viewed by over 1300 people.



We managed to accommodate 100 people for Father Andrew's final Mass on July 26th and are grateful to everyone for their co-operation and understanding at that service. The service was not what had originally been planned of course, but nevertheless enabled us to bid farewell to the priest who had cared for this parish and us as individuals for the previous 27 years. We all miss his presence in the parish and the calm caring way in which he went about his work, but we wish him and Jacky well in their new home in Devon.

Linda and I very quickly realised just how much Father Andrew did on a day to day basis as we took over the responsibilities of running the church. Undoubtedly the pandemic has made life more difficult and we have inevitably had to scale back significantly the services we are able to provide. We are fortunate in St. Nicolas' that we have a dedicated team of people who have all stepped forward to do their bit in making sure the services that we do hold are faithful to our tradition and meaningful in their reverence. There is a core team of people that have to be thanked here, firstly Cath Anderson, our parish administrator and PCC secretary, she has worked tirelessly booking the priests and producing the weekly service leaflets

along with a detailed version for the priest, on top of the routine administrative tasks required. She has been assisted by Jana Philips who has also played an important role in keeping other aspects of the routines running.

Julia Andrew as sacristan prepares the church for the priests so that everything is ready for them on their arrival, clearing up and putting everything away afterwards. In a church like ours this is pivotal to the majesty and reverence of our services and has been an invaluable ministry and support to our visiting priests.

Catherine Ferguson as head server, likewise has gone out of her way to ensure that every priest that has led our services is guided through the rituals before each service and has been there during the services to support and assist.

Julia and Catherine have especially put in a huge amount of work planning the services for Palm Sunday, Holy Week and Easter. As a result I am pleased to say that, after last year when we were locked out of the church, this year, whilst adjustments have been made, it will feel very similar to our usual pattern of worship.

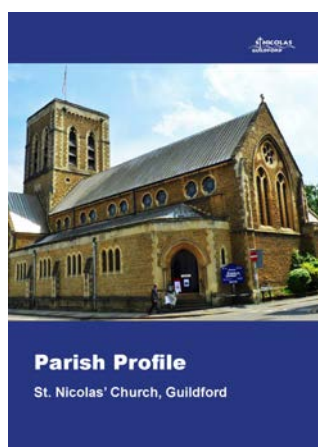
Tim Woodford, our musical director has had to become inventive and creative in supporting us with music. His singing and playing has helped to sustain us and add a richness to our services that we so appreciate. We are fortunate to have such a talented musician leading the music in St Nicolas'.

David Greenwood as our Pastoral Assistant has been quietly providing support and contact to so many around the parish supported lately by Liam Rawlings, our children and families worker. Together they have tried to ensure that people are kept in touch with and supported by the church community. Liam has kept contact with the children and provides regular activity packs and with the URC has now restarted online Messy Church services.

In addition of course there are others that make things tick, our treasurer and finance committee, our flower arrangers, our church cleaner, the volunteers that keep the church open during the weekday mornings etc.

We said thank you and farewell to Jean Hutley as our vergers for 16 years. Sadly Jean had a fall at the beginning of March last year, breaking her ankle. She is still recovering and felt in November it was time to retire. Jean played an important role every weekday morning in keeping the church open and clean, but most importantly welcoming visitors. Over the years she provided quiet friendly, invaluable support to hundreds of people who came into the church.

We have been blessed by the priests that have agreed to come and take our services and regardless of their liturgical preferences have all embraced our traditions and worked hard to provide uplifting and meaningful services during this period.



Now, as we look forward to appointing our new rector, I would like to thank the team that helped to put together our Parish Profile, in particular Catherine Ferguson for much of the text and Chris Ross for his editing and presentation, using his contacts to help us to produce a first class document representing all that we do and stand for in St Nicolas. Eighteen months ago this was a daunting task but it has been delivered to such a high standard.

We were very encouraged to have received 19 high quality applications from priests all around the country. This has been narrowed down to six applicants who have been called for interviews. Please hold them and us in your prayers as we complete this crucial stage in the selection process.

Finally, it just remains for me to say thank you to everyone in the church community for your ongoing support and friendship. Being churchwarden at this time has been an honour and more so for being able to serve alongside Linda as my fellow churchwarden. Having such a grounded and wise lady to work with through this period has made it an easier journey for me.

Linda and I now look forward to announcing the appointment of our new rector and the advent of a new era for St. Nicolas Guildford.

Signed..... Churchwardens

Dated.....

Fabric report

FEBRUARY	Refurbishment of toilets in the Community Centre commences. Hall fire exit doors eased and oiled.
MARCH	Refurbishment of disabled toilets in the Community Centre. Sloping area of kitchen ceiling repaired and redecorated in the Community Centre following water ingress.
JUNE	Paper towel holders fitted in toilets and kitchen in the Community Centre.
JULY	Ampella service church and Community Centre boilers. Watkins & Watson service organ humidifier.
SEPTEMBER	Ampella fit new boilers in the Community Centre. John Carballo carries out Quinquennial stonework/brickwork repairs to the tower, ringing chamber, large gable, memorial near bridge and boiler room. Cleared gutters and hoppers.
OCTOBER	Gates fitted to the Loseley Chape by Rebecca Knott. Refurbishment and redecoration of the Sacristy commenced.
DECEMBER	AV system fitted in church together with new sockets. Richard Thorpe serviced all fire extinguishers etc.

Stewardship

2020 was a difficult year with St Nicolas' being closed for a long period of time due to the Covid-19 outbreak, so Stewardship collections were almost 15% down when compared with 2019.

The biggest shortfall was in the Offertory collections which were more than 30% down. The monies collected through the Planned Giving Scheme and the older Standing Order Scheme generally held up except for the loss of one major donor. What this says to me is that those people who still make their contributions through the Offertory would help St Nicolas' enormously by joining the Planned Giving Scheme and making a regular monthly donation which can be immediately supplemented by a Gift Aid tax reclaim, assuming that you are a tax payer.

There also continues to be a large number of Electoral Roll members who do not make a regular contribution to St Nicolas' and you can see that the current financial situation of St Nicolas' is far from positive and is only being funded by past legacies. We continue to eat into these reserves which is unsustainable in the long term.

Please find it in our heart to consider contributing to St Nicolas', and you can get information on how to do this from the Parish Office.

David Coom

Children and Families Worker's report

The first national lockdown in March 2020 has changed the way we engage with children, families and the local community for the foreseeable future.

The church building was the hub of many children and families activities in recent years with Messy Church, Café Play, Children's Church, holidays clubs to name a few.

The new hub for children and families is connecting via video streaming software like Zoom at home. We've used this format to connect with families and children in 2020 and continue to do so.

Messy Church

The first Messy Church via Zoom was held in September 2020 and continues to run every 3 weeks on Saturday at 4pm for 40 minutes. We join together to share a story, make a craft, play games and sing a song.

One parent said 'we love Messy Church; it's our way of coming back to church'

The local community values Messy Church and enjoys being church together as we explore some amazing truths in the Bible.

Thank you to Cath Anderson and Wayne Hawkins, Minister for Guildford URC, for working alongside to make Messy Church happen on Zoom.

Summer Holiday Club

This year's holiday club happened on Zoom.

Superhero Academy, Heroes of Faith ran for two weeks with 2 x 1 hour sessions per week.

We explored the amazing superheroes in the Bible and how we might be superheroes for God too.

The children and families really enjoyed this event and were grateful to the church for continuing to run a summer holiday club.

Open the Book

Open the Book is a national programme to bring the story of the Bible to life for schools.

The stories are retold in a creative way with drama, costumes and amazing props.

It's been great to get involved with Open the Book and pre-record assemblies for St Nicolas' School.

The teachers are so grateful and tell us regularly that the children really look forward to seeing the next Open the Book story.

School assemblies

School assemblies are now recorded and shown in school. I'm so pleased that we can continue to support the school and be a link to children and families.

Christingle

This year's Christingle Service was pre-recorded with the help of the churchwardens and Wayne Hawkins. I was so pleased that we had the AV system in place to share this service with our community.

Weekly Children & Families Activities Packs

During the first lockdown for around 3 months, a weekly Children & Families Activities Pack was sent out to parents via e-mail.

The packs linked with the Bible reading for that week and helped children and families to engage with God at home.

Each pack was designed and put together with a Bible story, games, crafts and some ways to explore the Bible story.

Liam Rowlings

Data Protection

The PCC has invested in a fully GDPR compliant church management software system to store members' data and communicate most effectively and securely. It has really come into its own during the coronavirus restrictions, allowing us to communicate quickly and efficiently. We are hoping to extend communications capability to members and will be using its room booking function as the Community Centre comes into more use.

Cath Anderson

Safeguarding

All members of the PCC have now completed their Core 1 Safeguarding training. The national training guidance makes the Core 1 training mandatory for PCC members, so any new members on the PCC will need to complete the training within the first month if doing it online and as soon as possible if attending a course.

We routinely complete risk assessments for special services and events. We are committed to following the Diocesan guidelines in all regards to child and vulnerable adult protection.

Jo Radley

Deanery Synod

Owing to the pandemic Guildford Deanery Synod only met once this year and that meeting took place last month by Zoom. As this was a newly elected synod with many new members much of this meeting was taken up with introductions and the explanation of Deanery Synod's functions and its place in the governing structure of the Church. We also discussed in small groups how our parishes had coped with the restrictions caused by the COVID-19 pandemic, how this had affected our methods of worship, potential changes this has caused that may become permanent, and how we saw things going forwards as restrictions are lifted.

General Synod elections will take place this year having been postponed because of the pandemic. In addition there will be elections for Diocesan Synod. The members of the Deanery Synod form the electorate for representatives to both bodies.

Philip Hooper & Andrew Rustell

St Nicolas' Infant School

"Living life in all its fullness" John 10:10

Well what a year it has been for us all? Who could have predicted what the world has experienced over the past 12 months. Certainly the signs of spring arriving alongside the road plan to lift restrictions has helped towards lifting spirits in our community.

As we are all only too aware, we said a sad farewell to Father Andrew at the end of the summer term. We were disappointed not to be able to give him the 'send off' we would have liked, but we did manage a socially distanced picnic with our governors to present Father Andrew with tokens of our appreciation.

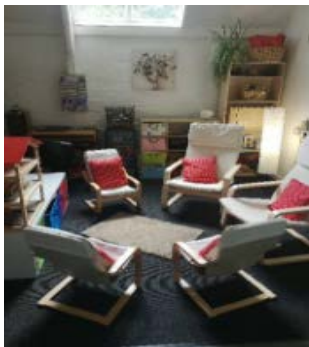


After 25 years as governor at St Nics', many as chair, we all miss him, and I know the children miss seeing him cycle up our drive for weekly assemblies. In his honour, we used the kind annual donation from the church to purchase a bike and scooter shelter for the school, which I'm sure he would approve of!

With the school only being able to open for a small number of children in the summer term, we used the time wisely to review the use of our rooms and spaces to ensure they were all being used to their best ability. If you know our school you will know how



unique a site it is, with different levels and extensions added over time. So in the summer term we were thrilled to be able to relocate our office space to a far more practical position downstairs so visitors and parents can access it with ease. We were also able to transform a storage room at the top of the school into a wonderful well-being hub aptly named The Treehouse. This is a space of peace and tranquillity for individual or small groups of children to share their thoughts and feelings whilst enjoying art, craft and cooking activities with our trained ELSA (Emotional Literacy Support Assistant).



In September we welcomed an amazing Reception teacher, Mrs Roberts, to our team, who seamlessly welcomed our youngest learners into school life. Considering these 4 and 5 year olds had not been able to visit us in the summer term, they did an amazing job at settling into Beech class with Mrs Roberts and her nurturing team.

Miss Staniforth and Miss Pandis were thrilled to have their new children return to Years 1 and 2, but it was a return like no other. Bubbles continued, sanitising stations throughout the school, staggered drop offs and pick ups, lunchtimes in classrooms, assemblies on Zoom, reading books quarantined, the list goes on. But, our children adapted with ease and we were thrilled with the resilience, flexibility and understanding the children showed. By half term we had another new arrival, this time with floppy ears and a bushy tail. Our eco-bunny Lenny arrived, initially with his buddy Patch. However, it soon materialised that Patch was not a 'values led' rabbit and did not demonstrate our value of unity! So then we had one!

This term has not been what we expected, reopening on day one and closing on day two, but we managed somehow to 'move mountains in minutes' and quickly set up home learning and live lessons for the majority of the school. We were able to accommodate our most vulnerable learners and children of key workers on

site, no easy feat in a small school with reduced staffing. Thanks to the commitment and creativity of the most amazing team, we have managed to jump through many hoops as directives keep coming, and accommodate as best we can the needs of our families.



But we are certainly looking forward to the 8th March, and having all of our community back. Coincidentally our value for this half term is hope, and our biblical quote “Be joyful because you have hope” Romans 12:12, has never been more appropriate. The teachers have run ‘Reconnection Sessions’ with the children working at home to prepare for their return. We have wonderful events planned for the next few weeks including World Book Week, Comic Relief Day and Anti-Racism day where we will be celebrating the work and lives of people from different backgrounds, cultures and experiences. We will also be welcoming chicks into the world, fingers crossed, as Incredible Eggs return with their incubator of eggs for us to study over 10 days. Not sure who is more excited; staff or children!

With the arrival of Lent we have taken the opportunity to focus on ‘Loving yourself this Lent’ rather than self-deprivation. This has been a challenging time for us all and self-care is much needed. The mental health of our whole community has been affected during these unprecedented times and we need to be gentle on ourselves as we transition back into some sort of normality. But we certainly have hope that this time will pass and we will be together again soon.

God bless and stay safe.

*Emma Smart
Headteacher*

St Nicolas’ New School Prayer

Dear Father God,

Please help our school community to live life in all its fullness.

Thank you for the grown-ups who help us have a love learning.

Thank you that we can all work together with a sense of unity.

Holy Spirit, please help us to understand right and wrong.

Please be with us as we learn to persevere through life's challenges.

Jesus, thank you for showing us how to behave with dignity and respect for ourselves and others.

Thank you for giving us hope for the future and all that it brings by coming to Earth to bring us life in all its fullness.

Amen.

Tuesday Group

Although Tuesday Group meetings came to an abrupt end with the announcement of the first Lockdown in March last year, the Group has continued to exist - and, indeed flourish - in the form of an emailed weekly newsletter to each participating member, distributed through the Parish Office, and published on Tuesdays. The result has been the discovery of some unsuspected writing talents within the Group, the strengthening of our friendships, and the support of those isolated by the restrictions of Lockdown.

The Newsletter comprises articles on a topic suggested the week before, occasional home-crafted puzzles or quizzes, and photos, greetings "cards", news from the church, and updates on health, well-being, and domestic news. In this way, members of the Group have come to know each other better than formerly, and have been able to keep up to date with each other's news, which in turn has helped the members support each other through private phone calls and emails. So, although the Group would be very happy to return to meeting as before, the Lockdown hasn't stopped members from looking forward to and preparing for Tuesdays as a special, sociable occasion.

During the life of the Newsletter, Cath Anderson has been a tower of strength; she has facilitated, supported and improved it, and has by her constant friendly interaction with the Group become a valued link with St Nicolas's Church. Thank you, Cath, for all your hard work on Tuesday Group's behalf.

Tuesday Group

Registered Charity number 1133971

Parish Church of St Nicolas Guildford

Report and Accounts

31 December 2020

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Parish Church of St Nicolas Guildford
Church Information

Church address

Parish Church of St Nicolas Guildford
The Parish Office
Bury Street
Guildford
GU2 4AW

The church is a charity registered with the Charity Commission. The full registered name is:
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST NICOLAS GUILDFORD

The registration number is: 1133971

Parochial Church Council

PCC Secretary Catherine Anderson

The following were members of the PCC as at the start of the Annual Parochial Church Meeting on 21 March 2021.

Linda Barnes
Darrol Radley

Church Wardens

Philip Hooper
Andrew Rustell

Diocesan Synod
Members

Julia Andrew
Elizabeth Hooper
Philip Hooper

Jo Radley
Andrew Rustell

Deanery Synod
Members

David Coom

Stewardship Promoter

Elected Members:

Catherine Anderson
David Coom
Marian Coom

Catherine Ferguson
David Greenwood
Stuart Murdoch

Jana Phillips
Liam Rowlings
John Vines

Co-Opted Members: None

Treasurer to the PCC: Patrick Andrew

Bankers

NatWest Bank plc
151 High Street
Guildford
GU1 3AH

CCLA Investment Management Limited
The CBF Church of England Funds
Senator House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner

Julian Ansell FCCA
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

Parish Church of St Nicolas Guildford
The report of the Trustees (The PCC)

The PCC present their annual report and accounts for the period ended 31 December 2020

Name, address and constitution

The full name and address of the church is The Parish Church of St Nicolas Guildford, The Parish Office, Bury Street, Guildford GU2 4AW. The Parochial Church Council (PCC) is a body elected by those eligible to vote at the Annual Parochial Church Meeting.

The PCC is registered with the Charity Commission. The PCC members are trustees of the charity and are therefore bound by the laws relating to the Charities Act 1993.

The PCC works with the Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

Organisation

The PCC currently comprises 9 elected and 7 ex officio members.

As required by law, the PCC has delegated to nominated members the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The PCC also has a standing committee which meets in order to prepare and review the agenda for the meetings of the full PCC.

Review of the Year

For an account of the aims and objectives of the church, for details of maintenance carried out on the fabric of the church, and for a record of the meetings held by the PCC during the year, please refer to the appropriate reports within this document,

Significant changes and developments and plans for the future

Audio Visual equipment has been installed so as to facilitate the broadcast of services via Facebook and YouTube. The installation of the wrought iron gates in the Loseley Chapel has been completed. The sacristy has been refurbished.

The electoral roll and church attendance

At the start of the Annual Parochial Church Meeting on 21 March 2021 there were 124 names on the roll; of these, 58 are resident within the parish and 66 are resident outside the parish.

The number of regular communicants averaged 38 per week.

Transactions and Financial position

The financial accounts are set out on pages 7 to 16. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and in conjunction with the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales in March 2005. The trustees consider that the financial performance by the charity during the year has been largely as expected.

The Statement of Financial Activities shows a surplus of net incoming resources for the year of a revenue nature of £193,297, and net realised incoming resources of a capital nature of £Nil, making overall a net surplus of incoming resources of £193,297. The total reserves at the year-end stand at £1,882,122 of which £71,032 are restricted funds and £1,811,090 are unrestricted.

Specific changes in tangible assets

There has been no change in our tangible assets, comprising three let properties.

Availability and adequacy of assets of each of the funds

The Board of Trustees is satisfied that the church's assets are available and adequate to fulfil its obligations.

Policies on reserves, investment policies and investment performance

Surplus cash reserves are placed in interest earning accounts operated by the church's bankers. The PCC adopts a low risk policy in the management of its investments and seeks to maximise the income derived from them.

Effectiveness of fundraising policies

The church relies for its income substantially on regular planned giving by members of the congregation. Steps are taken regularly to remind members of the benefits to the church of making such giving in a tax efficient manner. Income is derived from property rentals and from other activities as detailed in the notes to the accounts.

The Church's grant making policies

Special collections are held throughout the year and these, together with other amounts from the church's reserves, are gifted in furtherance of the church's charitable objectives. Details of these donations, totalling £10,454, are shown in note 7 to the accounts.

The major risks to which the church is exposed and reviews and systems to mitigate risks

The PCC seeks to identify the major risks to which the church is exposed each financial year when preparing and updating its strategic plan, in particular those related to the operations and finances of the church. The PCC then reviews any major risks which have been identified, and establishes procedures to mitigate those risks. The PCC is satisfied with the procedures that are in place to mitigate such risks.

The church is open to the usual financial risks of any organisation, and the PCC has introduced controls to minimise these risks, such as two signatures being required for all payments from bank accounts. In addition, the accounts are regularly presented to members of the PCC and are open for members' inspection at any time.

The PCC has an established safeguarding policy and has a named children's safeguarding representative and a named vulnerable adults' safeguarding representative.

Legal Status

The church is an unincorporated association that is recognised under the Charities Act 2011. As with many other PCCs within the Church of England, the PCC registered with the Charity Commission during 2010 and is now required to file accounts with the Commission. Copies of the accounts must also be made available to members of the public on request.

Parish Church of St Nicolas Guildford
The report of the Trustees (The PCC)

The members of the Board of Trustees of the Church, the PCC, during the year ended 31 December 2020 were:-

Rev'd. Canon Andrew Norman (retd 31 Aug 2020)	Philip Hooper
Catherine Anderson	Stuart Murdoch
Julia Andrew	Jana Phillips
Linda Barnes	Darrol Radley
David Coom	Jo Radley
Marian Coom	Chris Ross (retd 19 March 2020)
Catherine Ferguson	Liam Rowlings
David Greenwood	Andrew Rustell
Elizabeth Hooper	John Vines

Statement of Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the church as at the end of the financial year and of the surplus or deficit of the church. In preparing those financial statements the Trustees are required to :-

- select suitable accounting policies and then apply them;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue its work; and
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and which are sufficient to show and explain the church's transactions and enable them to ensure that the financial statements comply with generally accepted accounting practice. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board of Trustees on 18th Feb 2021

Cath Anderson
PCC Secretary

18th Feb 2021

Treasurer's Report

Our basic financial performance in 2020 is summarised in the following table; this shows - as last year - our heavy reliance on the contribution received from the Dorothy Grover Trust. These figures summarise the first column in the main report, i.e. these exclude the restricted and the designated funds, and therefore reflect our core performance.

	<u>2020</u>	<u>2019</u>
	£	£
Free (i.e. unrestricted) income	127,549	156,237
including...Dorothy Grover Trust donation	<u>42,000</u>	<u>42,000</u>
	169,549	198,237
less Total running costs *	<u>(189,408)</u>	<u>(185,516)</u>
leaving	(19,859)	12,721
less Donations made	<u>(7,523)</u>	<u>(7,300)</u>
Surplus / (Deficit) for the year	<u>(27,382)</u>	<u>5,421</u>

(Church + Parish + Community Centre + Parish Share)

The year has been heavily impacted by the restrictions imposed on church activity, as measures required by the government, in order to contain the spread of the covid-19 infections; these resulted in the church being completely closed for several months, followed by more months of curtailed activity. Income obtained from letting out the community centre and the church itself was cut to half of the level expected at the start of the year, and weekly plate receipts were also adversely impacted. Fortunately our three properties were occupied for most of the year, and - of course - we continued to benefit from the support provided by the Dorothy Grover Trust. And, in the circumstances, the Planned Giving receipts held up remarkably well.

Expenditure has also been affected, helped by government assistance with furlough receipts. Despite the restrictions some maintenance work was carried out - the three toilets in the community centre were all redecorated, and some brickwork was repointed as required in the recent quinquennial report. In response to the closure of the church, an audio-visual system has been installed in order to facilitate the broadcast of services; the cost of this was largely funded by contributions from church members (these donations being routed through planned giving, and thus not identified separately in these accounts).

During the year, the decision was made by the trustees of the Hope Baillie fund to close the fund as a separate legal entity and to transfer the assets to the PCC. This receipt is shown in the 'Designated' column in the accounts. Also shown in this column is the final expenditure on the re-ordering of the community centre and of the Loseley Chapel, amounting to £21,000.

Towards the end of the year the sacristy was also re-ordered and redecorated; the cost of this was borne by the Dorothy Grover Trust, as was the cost of installing two new boilers in the community centre.

Please see the following pages for further detail.

Parish Church of St Nicolas Guildford

Independent Examiner's Report

Independent Examiner's Report to the PCC of St Nicolas Guildford

I report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 7 to 17.

Respective responsibilities of the PCC and examiner

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

Having satisfied myself that the accounts of the PCC are not required to be audited under section 144 of the Charities Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Charities Act.

Independent examiner's statement

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Charities Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

In connection with my examination, no material matter has come to my attention which gives me cause to believe that, in any material respect:

- 1 the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2 the accounts did not accord with the accounting records; or
- 3 the accounts did 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 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.

Julian Ansell FCCA
Chartered Certified Accountant
19 Brooklyn Drive
Emmer Green
Reading
RG4 8SR

21st March 2021

Parish Church of St Nicolas Guildford

Statement of Financial Activities for the year to 31st December 2020

	Note	2020		2020	2020	2019
		Unrestricted Funds		Restricted	Total	Total
		General	Designated	Funds		
		£	£	£	£	£
<i>Incoming Resources</i>						
Given by the Congregation	2,7	51,225		2,931	54,156	67,864
Donations and Bequests	3	44,473	243,680	14,519	302,672	104,165
Investments etc. Income		61,759		287	62,046	61,701
Other Income		12,092	0	402	12,494	28,226
Total Incoming Resources	2	169,549	243,680	18,139	431,368	261,956
<i>Resources Expended</i>						
Church Expenses	4	58,500	0	10,671	69,171	108,548
Parish Expenses	5	44,581	0	0	44,581	48,768
Community Centre Expenses	6	11,519	21,371	6,167	39,057	103,675
Parish Share		74,808			74,808	70,653
Donations Made	7	7,523		2,931	10,454	14,282
Total Resources Expended		196,931	21,371	19,769	238,071	345,926
Net Incoming Resources for the Year		(27,382)	222,309	(1,630)	193,297	(83,970)
Gains/(losses) on Investments	8,9		16,926		16,926	
Revaluation gains/(losses) on Properties						
Funds as at 1 January 2020		114,357	1,485,000	72,542	1,671,899	1,755,869
Transfers between Funds		(21,491)	21,371	120	0	
Funds as at 31 December 2020		65,484	1,745,606	71,032	1,882,122	1,671,899
<i>Allocation to Funds of Net Incoming Resources</i>						
General	8	(27,382)			(27,382)	
Hope Baillie Fund			243,680		243,680	
Comm Centre & Loseley Chapel Redvpmt			(21,371)		(21,371)	
Flowers				(27)	(27)	
Hazelden Trust				(1,382)	(1,382)	
Tuesday Group				37	37	
Fr Andrew's Bicycle Fund				(152)	(152)	
Bellringers' Fund				14	14	
Defibrillator				(120)	(120)	
		(27,382)	222,309	(1,630)	193,297	
<i>Transfers Between Funds</i>						
General	8	(21,491)			(21,491)	
Comm Centre & Loseley Chapel Redvpmt			21,371		21,371	
Defibrillator				120	120	
		(21,491)	21,371	120	0	

Balance Sheet at 31 December 2020

	Note	2020 £	2019 £
Tangible Assets - investment properties			
St Catherine's House	1	825,000	825,000
17 Chaucer Court	1	325,000	325,000
209 Stoughton Road	1	335,000	335,000
		<u>1,485,000</u>	<u>1,485,000</u>
Unlisted Investments			
Securities etc	9	0	0
CCLA Investment Fund		260,606	0
		<u>260,606</u>	<u>-</u>
		<u>1,745,606</u>	<u>1,485,000</u>
Current Assets			
Debtors and Prepayments	10	5,511	12,993
Traidcraft Closing Stock		79	70
Central Board of Finance Deposits		125,334	162,342
Cash at Bank and on Hand		9,139	19,627
		<u>140,063</u>	<u>195,032</u>
Less Current Liabilities			
Sundry Creditors and Accrued Expenses	11	(3,547)	(8,133)
		<u>136,516</u>	<u>186,899</u>
Net Current Assets			
		<u>136,516</u>	<u>186,899</u>
TOTAL ASSETS Less Current Liabilities			
		<u>1,882,122</u>	<u>1,671,899</u>
Reserves			
	8	£	£
<i>Unrestricted Funds</i>			
General Fund		<u>65,484</u>	<u>114,357</u>
<i>Designated Funds</i>			
Hope Baillie Fund		260,606	-
St Catherine's House Fund		825,000	825,000
17 Chaucer Court Fund		325,000	325,000
209 Stoughton Road Fund		335,000	335,000
Community Centre and Loseley Chapel Redevelopment Fund		<u>0</u>	<u>0</u>
		<u>1,745,606</u>	<u>1,485,000</u>
<i>Restricted Funds</i>			
Flowers Fund		170	197
Hazelden Fund		66,127	67,509
Tuesday Group		351	314
Café Play		433	433
Fr Andrew's Bicycle Fund		-	152
Bellringers Fund		3,951	3,937
		<u>71,032</u>	<u>72,542</u>
TOTAL RESERVES			
		<u>1,882,122</u>	<u>1,671,899</u>

The notes on pages 9 - 16 form part of these financial statements.

Approved on 21st March 2021 and signed on behalf of the PCC by:

Revd Nicholas Williams

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2020

1 Accounting Policies

Accounting Convention

These accounts have been prepared under the historical cost convention.

Income

In general, income from all sources is treated on a cash basis. Some items of income received in the current year, however, may be deemed more properly to belong to future years, and are therefore held over as deferred income to be reported in the appropriate year's accounts. The main instance of this is sales receipts and advertising revenue received during the year in respect of the following year's magazine. Some sponsorship income has similarly been received early and held over as at the year-end; these amounts are specified in Sundry Creditors.

The anticipated tax refund in respect of planned giving and other donations received has been accrued.

Expenditure

Ordinary running costs are brought to account in the year to which they relate. Minor items of capital expenditure are written off to repairs in the year in which they are incurred.

Special Collections and Donations

These include receipts from all collections held for a specific purpose: home boxes and other specific donations including the 'monthly good causes' and the luncheon voucher scheme. All such income is reported as 'restricted fund income'. Details are shown in note 7. Distributions to the beneficiaries of the 'monthly good causes' may be enhanced by an allocation from the PCC's own funds, also shown in note 7, any such additional amount being assessed by the Council during the year.

Restricted Funds

Also shown as 'restricted fund income' are contributions received from the Dorothy Grover Trust that have been given for a specific purpose, usually in connection with substantial outlay on maintenance to the fabric of the church and of the community centre.

Donations received specifically for the purchase of flowers for the church are reported as restricted funds income.

Designated Funds

The PCC may designate certain bequests received during the year, or other funds received, to be applied to particular purposes, as shown in the accounts.

Tangible Assets

Investments

The tangible assets owned by the church consist of three freehold houses which are let at market rates. These were acquired as follows:

72 Wodeland Avenue, St Catherine's House, was acquired during 1994 at a cost of £160,000;
17 Chaucer Court was part of a bequest received in 2003;
209 Stoughton Road was purchased during 2010 at a cost of £237,500.

Independent valuations of the above properties were carried out by Romans Estate Valuers in 2017 and these values are shown in the balance sheet on page 8. Valuations of the properties are carried out every three years.

The buildings are maintained in a good state of repair and are therefore not depreciated in the accounts.

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2020

1 Accounting Policies (continued)

Cashflow statement

The PCC has taken advantage of the exemption in Financial Reporting Standard No 1 from producing a cashflow statement on the grounds that it is a small charity.

Fixed assets

Consecrated property and movable church furnishings

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

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2002 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2002 are capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially five years) on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items of £2,000 or less, or on the repair of movable church furnishings acquired before 1 January 2002, is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

2 Incoming Resources

	2020		2020	2020	2019
	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds		
	£	£	£	£	£
<i>Planned Giving:</i> Donations	39,078			39,078	45,370
Income Tax Accrual	650			650	900
Income Tax Refunds	9,111			9,111	10,981
	<u>48,839</u>			<u>48,839</u>	<u>57,251</u>
Open Collections	2,386			2,386	3,631
Special Collections, including Fayre			2,931	2,931	6,982
Given by the Congregation	<u>51,225</u>		<u>2,931</u>	<u>54,156</u>	<u>67,864</u>
Dorothy Grover Trust	42,000		13,319	55,319	88,000
Hope Baillie Trust				0	7,100
Donations and Bequests	2,473	243,680	1,200	247,353	9,065
Donations and Bequests	<u>44,473</u>	<u>243,680</u>	<u>14,519</u>	<u>302,672</u>	<u>104,165</u>
17 Chaucer Court Rent	16,977			16,977	20,400
209 Stoughton Road Rent	14,820			14,820	14,820
St Catherine's House	22,259			22,259	25,200
Interest Received	357		287	644	1,281
Investment Income	7,346			7,346	
Investments etc. Income	<u>61,759</u>	<u>0</u>	<u>287</u>	<u>62,046</u>	<u>61,701</u>
Given for use of Community Centre	7,385			7,385	13,229
Given for use of Church	1,890			1,890	6,467
Magazine	162			162	572
Focus on Spirituality				0	1,233
Parochial Fees	1,248			1,248	1,553
Votive Candles	140			140	223
Coffee Fund	442			442	1,709
Flowers Fund			165	165	354
Traidcraft	747			747	612
Sundry Income	78		237	315	2,274
Other Income	<u>12,092</u>	<u>0</u>	<u>402</u>	<u>12,494</u>	<u>28,226</u>
Total Incoming Resources	<u>169,549</u>	<u>243,680</u>	<u>18,139</u>	<u>431,368</u>	<u>261,956</u>

3 Donations and Bequests

	£	£
Cards for Good Causes	960	
SCC re AV equipment	1,000	
Dorothy Grover Trust	42,000	
other donations received	<u>513</u>	44,473
<i>Restricted and Designated Donations:</i>		
Hope Baillie Trust	243,680	
DGT re new boilers	4,847	
DGT re sacristy	8,472	
SCC re defibrillator	<u>1,200</u>	258,199
		<u>302,672</u>

4 Church Expenses

	2020		2020	2020	2019
	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds		
	£	£	£	£	£
Heating and Lighting		4,244		4,244	4,957
Insurance		5,610		5,610	5,498
Sanctuary Supplies		1,166		1,166	1,517
Music		17,942		17,942	20,024
Verger		9,004		9,004	9,511
Repairs and Maintenance		16,408	10,174	26,582	62,824
Items of Equipment (see Note 13)		800		800	312
Deputation Payments		322		322	-
Flowers			192	192	555
Traidcraft		739		739	561
Sundry			305	305	281
Miscellaneous	815				
Independent Examiner Fee	700				
Bank etc charges	470				
Gifts	280				
		2,265		2,265	2,508
		<u>58,500</u>	<u>0</u>	<u>10,671</u>	<u>69,171</u>
					<u>108,548</u>

5 Parish Expenses

	2020		2020	2020	2019
	£	£	£	£	£
Office Administration		3,704		3,704	5,609
Parish Administrators		10,636		10,636	12,664
Clergy Expenses		496		496	1,198
Rectory		1,504		1,504	1,271
Children and Families' Worker		12,500		12,500	12,952
Young People		263		263	388
Magazine				0	764
Focus on Spirituality				0	1,829
Social Events				0	121
Summer Fayre Costs				0	121
Investment Management Fees				0	2
17 Chaucer Court					
Maintenance & Council Tax	1,524				
Service Charge, Ground Rent etc	2,241				
Agent Fees etc	2,037	5,802		5,802	5,179
St Catherine's House					
Maintenance	3,808				
Insurance	530				
Agent Fees etc	2,671	7,009		7,009	4,392
209 Stoughton Rd					
Maintenance	613				
Insurance	276				
Agent Fees etc	1,778	2,667		2,667	2,278
		<u>44,581</u>	<u>0</u>	<u>0</u>	<u>44,581</u>
					<u>48,768</u>

6 Community Centre Expenses

	2020		2020	2020	2019
	£	£	£	£	£
Heat, Light, Water		3,278		3,278	2,981
Insurance		1,415		1,415	1,384
Repairs and Maintenance		2,941	21,371	6,167	30,479
Cleaning etc.		3,781		3,781	3,804
Purchases, Coffee, Sherry, etc.		104		104	213
		<u>11,519</u>	<u>21,371</u>	<u>6,167</u>	<u>39,057</u>
					<u>103,675</u>

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2020

7 Special Collections and Donations Made

<i>Monthly Good Cause</i>		<i>Collected</i>	<i>Paid</i>
		£	£
January	Practical Action	164.16	164.16
February	National Autistic Society	190.75	190.75
March	USPG	74.45	74.45
April			
May			
June			
July	Mission to Seafarers	123.50	123.50
August	White Lodge	162.00	162.00
September	Church Army	110.00	110.00
October	Real Change	116.00	116.00
November	Lend With Care	45.00	50.00
December	Guildford Besom	50.00	50.00
<i>Sub-Total</i>		<u>1,035.86</u>	<u>1,040.86</u>
<i>Others:</i>			
Lent Boxes	The Bishop of Gfd's Lent Call...		
Lent Lunches	USPG	357.55	
Sales of Produce	USPG	269.50	949.55
Friday Lunches	USPG	322.50	
Summer Fayre	USPG		
Christingle	The Childrens' Society	208.00	558.00
	St. Nicolas School		1,000.00
	St. Nicolas School, bibles	88.00	156.87
	YMCA		2000
	Street Angels / Town Centre Chaplaincy		4,000.00
	Luncheon Vouchers / Guildford Action	156.00	156.00
	MacMillans	350.20	350.20
	Salvation Army	90.00	90.00
	USPG	53.24	53.24
	Guildford Bellringers		50.00
	Assoc for Promoting Retreats		50.00
<i>Sub-Total</i>		<u>1,894.99</u>	<u>9,413.86</u>
Total:		2,930.85	10,454.72

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2020

	Note	£	£
8 Movements in Reserves			
UNRESTRICTED FUNDS:			
<i>General Fund</i>			
Balance as at 1st January 2020			114,357
Less Surplus (Deficit) for the year		(27,382)	
Less Transfer to Defibrillator Fund		(120)	
Less Transfer to Redevelopment Fund		<u>(21,371)</u>	<u>(48,873)</u>
			65,484
<i>Designated Funds:</i>			
<i>Hope Baillie Fund</i>			
Funds Received		243,680	
Gain on Revaluation		<u>16,926</u>	260,606
<i>St Catherine's House Fund</i>			
Balance as at 1st January 2020			825,000
Add Gain (Loss) on Revaluation			<u>825,000</u>
<i>17 Chaucer Court Fund</i>			
Balance as at 1st January 2020			325,000
Add Gain (Loss) on Revaluation			<u>325,000</u>
<i>209 Stoughton Road Fund</i>			
Balance as at 1st January 2020			335,000
Add Gain (Loss) on Revaluation			<u>335,000</u>
<i>Community Centre and Loseley Chapel Redevelopment Fund</i>			
Balance as at 1st January 2020			0
Less Building etc works		(20,245)	
Less Architects etc fees		(1,126)	
Add Transfer from General Fund		<u>21,371</u>	<u>0</u>
			0
RESTRICTED FUNDS:			
<i>Flowers Fund</i>			
Balance as at 1st January 2020			197
Add Contributions Received		165	
Less Purchases		<u>(192)</u>	<u>(27)</u>
			170
<i>Hazelden Fund</i>			
Balance as at 1st January 2020			67,509
Add Interest earned		287	
Less Maintenance		<u>(1,669)</u>	<u>(1,382)</u>
			66,127
<i>Tuesday Group</i>			
Balance as at 1st January 2020			314
Receipt			<u>37</u>
			351
<i>Café Play</i>			
Balance			<u>433</u>
<i>Fr. Andrew's Bicycle Fund</i>			
Balance as at 1st January 2020			152
Less Repair costs		(33)	
Less Gifted to Fr A		<u>(119)</u>	<u>(152)</u>
			0
<i>Bellringers Fund</i>			
Balance as at 1st January 2020			3,937
Add Contributions received		200	
Less Maintenance Costs		<u>(186)</u>	<u>14</u>
			3,951
<i>Defibrillator</i>			
Receipt		1,200	
Less expense		(1,320)	
Add transfer from General Fund		<u>120</u>	0

Parish Church of St Nicolas Guildford
Notes to the accounts as at 31 December 2020

14 Employees and staff costs

The average number of employees during the year was 5 (2019 : 5).	2020	2019
The total cost of employing these (part-time) staff was:		
	£	£
Salaries (shown here gross of furlough receipts of £3,369)	40,187	41,122
Pension contribution	311	102
	<u>40,498</u>	<u>41,224</u>

15 Magazine

	2020	2020	2019	2019
Income and costs consisted as follows:	£	£	£	£
Sales				
Advertising		162		572
less: Printing costs			(658)	
Distribution etc		0	(106)	(764)
		<u>162</u>		<u>(192)</u>

16 Traidcraft

	2020	2020	2019	2019
Activity in Traidcraft goods during 2020 was as follows:	£	£	£	£
Income from Sales		747		612
less: Purchases	(763)		(513)	
add Opening Stock	(70)		(105)	
less Closing Stock as at 31 Dec 2019	79		70	
less movement in cash on hand	15	(739)	(13)	(561)
net surplus/(deficit) for the year		<u>8</u>		<u>51</u>

17 Governance Costs

	2020	2019
	£	£
Independent Examiner's Remuneration	<u>700</u>	<u>600</u>

18 Coffee etc Account

	2020	2020	2019	2019
	£	£		£
Opening balance		14		5
Receipts	442		1,709	
Purchases	(29)		(213)	
Transfers to main PCC a/c (net)	<u>(375)</u>	<u>38</u>	<u>(1,487)</u>	<u>9</u>
		<u>52</u>		<u>14</u>

19 Music

Expenditure on music breaks down as follows:	2020	2019
	£	£
Director of Music, salary	7,425	7,311
Pension contributions	311	102
D of M Housing allowance	6,000	6,000
D of M Childrens' Choir Allowance	3,000	3,000
Deputisation	50	400
Purchase / hire of music		125
RSCM membership fee	107	105
Organ maintenance, piano tuning	399	460
Choral scholars and Children	550	2,496
Sundry	100	25
	<u>17,942</u>	<u>20,024</u>

20 Related Party Transactions

Two members of the PCC are employed as part time administrative assistants of the Church at a total annual salary cost of £12,979. No other members of the PCC nor any parties connected with them received any remuneration during the year.

Expenses amounting to £496 incurred by the Rector in carrying out his pastoral duties were re-imbursed to him during the year. No other members of the PCC nor any parties connected with them were paid expenses during the year, other than reimbursement of payments made on behalf of the church.

No members of the PCC nor any related parties connected with them entered into any related party transactions with the church during the year.



DRAFT MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING OF ST NICOLAS' CHURCH HELD IN THE CHURCH AND ONLINE ON SUNDAY 18TH OCTOBER 2020 AFTER 10AM MASS

Present: Revd Nick Williams, Area Dean (chair), members of the Electoral Roll who signed the register, church members who joined online, plus the Churchwardens Linda Barnes and Darrol Radley.

The Chair opened the meeting with prayer.

Part 1

1	Apologies were received from Ken Baker, Glenys Craig, John Craig, Cathy Goodwin, Christopher Goodwin, David Greenwood, John Macmillan, Helena Nicholson, Pauline Oldroyd and John Varney.
2	The Chair thanked Darrol and Linda and all those working so hard during the Vacancy and the Covid-19 pandemic. He continues to pray with us for God's calling to the right person, but urged that patience would be called for. With uncertainty in the current situation, he urged us not to overcommit, to plan ahead but to be prepared for changes.

Part 2 Election of Churchwardens

3	Elizabeth Hooper proposed that the minutes of the meeting held on 7 th April 2019 be approved as a correct record. This was seconded by Iain Ferguson and approved unanimously. The minutes were signed by the Chair.
4	Election of Churchwardens: Linda Barnes was proposed by Marian Coom and seconded by David Coom. Darrol Radley was proposed by Angela Goodwin and seconded by David Coom. Both nominees confirmed their willingness to continue in the role and were duly appointed for the year ahead. The Chair thanked them hugely for all they are doing.

Part 3 Annual Parochial Church Meeting

5	Maureen Hibberd proposed that the minutes of the meeting held on 7 th April 2019 be approved as a correct record. This was seconded by Julia Andrew and approved unanimously. The minutes were signed by the Chair.
6	Elections to Deanery Synod: There were three vacancies for a term of three years each. Julia Andrew was proposed by Cath Anderson and seconded by Catherine Ferguson. Elizabeth Hooper was proposed by Jenny Austin and seconded by Andrew Rustell. Jo Radley was proposed by Linda Barnes and seconded by Marian Coom. Andrew Rustell was proposed by Cath Anderson and seconded by Patrick Andrew. After discussion, the Chair confirmed that as Andrew Rustell is currently a member of Diocesan Synod and therefore sits on Deanery Synod in an ex-officio capacity, there was no need for an election and Julia Andrew, Elizabeth Hooper and Jo Radley were duly elected.

7	<p>Elections to the PCC: The meeting wished to record its thanks to John Milan who resigned during the year and to Catherine Ferguson, Jana Phillips and Jo Radley for their service to the PCC. There were four vacancies for a term of three years each and one vacancy for a term of one year. Catherine Ferguson was proposed by Marian Coom and seconded by David Coom. David Greenwood was proposed by Linda Barnes and seconded by Philip Hooper. Jana Phillips was proposed by Darrol Radley and seconded by Cath Anderson. All three were duly elected to serve for a term of three years each.</p>
8	<p>Sides–People. The names of those willing to serve as sides-people were read out and thanked for their service, although current Covid restrictions meant that they were unable to fulfill their role as usual.</p>
9	<p>Finance.</p> <p>i. The Chair thanked Patrick Andrew, David Coom and Iain Ferguson for their work as members of the Finance Advisory Committee for their very important role of getting a better perspective on our finances to survive long term.</p> <p>ii. Presentation of the Annual Accounts. Patrick spoke to the examined accounts. The accounts showed a £5.5k surplus, underpinned by substantial contributions from the Dorothy Grover Trust. Hall and church lettings income had recovered dramatically, all three rental properties were fully let and planned giving had held up well. The refurbishment of the Community Centre is nearly complete and falls under designated funds. There is a 5% retention fee due and a little more expenditure on the Loseley Chapel. Focus magazine has now ceased to be published and a £200 surplus has been donated.</p> <p>iii. Iain Ferguson proposed that the meeting adopt the accounts and David Coom seconded the motion. All present voted in favour. Darrol thanked Patrick for his enduring and high attention to detail.</p> <p>iv. Patrick reported that Julian Ansell was willing to continue as Independent Examiner. Cath Anderson proposed that he be appointed, seconded by Marian Coom and carried unanimously.</p> <p>Iain Ferguson was asked to update the meeting on our finances during 2020. He started by thanking Patrick for all his efforts in the role of PCC Treasurer and David Coom for his management of planned giving and his role as Treasurer of the Dorothy Grover Trust. Nearly 10 months into 2020 the pandemic has reduced church and centre income and there has been a fall in donations made through open plate collections, stressing the importance of planned giving holding up. The Vacancy brings its own challenges and he stated that we are incredibly blessed with our churchwardens who are uniquely qualified for this time. The government furlough scheme had been used but a loss of £10-15k in the current year is forecast. In 2021 a breakeven budget has been calculated assuming a gradual return to normal after Easter. Iain stated that we are blessed with income from previous generations of benefactors but that it is hugely important that we all play our part, keeping the church alive for future generations.</p>
10	<p>Electoral Roll Cath Anderson reported that at the start of the meeting, there were 124 [129] on the roll, 58 being resident in the parish and 66 living outside.</p>
11	<p>Churchwardens' Report The Churchwardens reported that the Loseley Chapel gates are now installed, a further enhancement to the beauty of the chapel. Fr Andrew will bless them when he returns for the Dedication Festival next week. They reported with sorrow the resignation of Jean Hutley as Verger after 17 years of service. She has welcomed visitors, showing them hospitality and Christian friendship. Following her fall, her</p>

	<p>mobility has been affected. We will make a presentation to her next week but they wished to record their thanks to Jean for all her service, noting that she has worshipped at the church for 60 years. They thanked the meeting for putting their trust in them for the year ahead, stressing that they cannot do it alone and everyone's contributions make it work.</p>
12	<p>Safeguarding Darrol thanked Jo Radley and Maureen Hibberd for acting as our safeguarding representatives. They ensure that we observe all safeguarding rules and guidance. He confirmed that our Safeguarding Policy is up to date.</p>
13	<p>Data Protection Act compliance Cath reported that the implementation of a new church management software package has been invaluable in communicating effectively with our congregation during the pandemic.</p>
14	<p>Vacancy Update Darrol updated the meeting. The appointment process is well established and they are receiving support and guidance from the Archdeacon. The churchwardens had met with the Bishop and the Archdeacon. There are a lot of Diocesan vacancies and Covid 19 has stalled the process. The Diocese is seeking new steps to manage the process in a safe, secure and effective manner. The churchwardens expect the process to formally get underway in the next few weeks. Darrol wished to thank the team who put together the Parish Profile document, which is now on its penultimate draft. He singled out Catherine Ferguson for her wordsmith skills and Chris Ross for his publishing skills. The PCC will keep the congregation updated as they know more and we should all pray that we find the right person. Marian Coom asked if church members would be able to see the excellent document. Once completed, Cath would share with everyone via the church website. Jenny Austin asked why the appointment process was so delayed. Darrol explained that all existing vacancies ahead of us are on hold and we have only been in vacancy since 31st August. Nick Williams explained that as the Bishop and Archdeacon are both involved, it can be difficult to find dates in both their diaries and it is early days, with some parishes being in vacancy for up to 18 months. Jenny asked if there could be some continuity with our guest priests. Darrol responded that we had expected 2 very willing priests to take the significant burden of the services but Fr Nick Edwards is unwell and Fr David Hobden is shielding. He said that we appreciate such good support from other churches and that Clergy on Call are able to provide cover at very short notice. Nick Williams said that Guildford Diocese is short of retired priests, compared to other Dioceses around the country. Darrol informed the meeting that we had arranged for Bishop Andrew to preside on St Nicolas' Day, Archdeacon Paul Davies at Midnight Mass, Bishop Jo on Christmas morning and that we are already thinking ahead to Holy Week and Easter.</p>
15	<p>There were no matters arising from the Minutes of last year's meeting.</p>
16	<p>Open Forum. i. Daniel Vines asked when the hall might be open again. Darrol responded that we are beginning to open gradually to a small number of bookings who were able to provide a satisfactory risk assessment and whose meetings fall within government regulations. He stressed that there are many limitations, including the rule that there should be no socialising. ii. Jenny Austin asked what had gone wrong with the Church of England in terms of recruitment and pastoral care. Darrol explained that the Diocese had set up a system to help us understand the rules that we have to work within. Pastoral care has to be carried out within our own resources and the guidance is very strict and limits what we can do. We are working in partnership with community groups and that we are doing the best we can. Linda gave the example that we are not even able to hold our usual coffee morning. iii. Daniel Vines commented on the fact that churches are losing money. Darrol responded that the Diocese is supporting churches where they can.</p>

	<p>iv. Liam Rowlings pointed out that St Nicolas' is one of the few churches to open early. It is not easy and he praised the churchwardens for having to contend with the rules that are constantly changing.</p> <p>v. In response to praise for making the services available online, Darrol told the meeting that he is seeking quotes for a more permanent AV solution and the PCC would be asking for donations towards better equipment.</p> <p>vi. Nick Williams thanked Cath for producing the APCM booklet and the churchwardens thanked her for her enthusiasm and joy.</p>
17	<p>Next year's APCM would be held on 21st March 2021.</p> <p>Dates for Standing Committee and PCC meetings would be agreed by email.</p> <p>The meeting ended with prayer and blessing at 12:49.</p>

Signed Date