THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales · Charity number 1134029

Details

Other names	CHRIST CHURCH OTTERSHAW PCC
Status	Registered
Legal form	Previously excepted
Registered	2010-02-03
Register	View on the Charity Commission register

Contact

Address	137a Brox Road Ottershaw Chertsey KT16 0LG
Phone	01932872211
Email	maryandroger@ntlworld.com
Website	www.ottershawchurch.com

Activities

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

Activities: Christ Church Parochil Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw. The PCC is also responsible for the church building and grounds.

Classification

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

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Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£150,106	£153,409	-	-
2023-12-31	£133,313	£141,455	-	-
2022-12-31	£120,904	£128,630	-	-
2021-12-31	£116,570	£118,504	-	-
2020-12-31	£113,984	£109,861	-	-

Trustees

Name	Role	Appointed
Brian Henry Colyer		2025-04-06
Charlotte Helen Potter		2026-04-19
Denise Caroline Williams		2021-04-25
Dr David North-Coombes		2026-04-19
Dr William Hedges		2025-04-06
GERALYN LOGAN		
Geoffrey Mark Sheehan		2023-04-23
LESLEY PATRICIA MATTHEWS		2015-04-19
Olivia Towie		2014-04-06
ROGER LEONARD PASHLEY		2016-04-17
Rev Mark Richard Anthony Potter		2022-09-22
Stuart Ross Logan		2022-04-24
Susan Elizabeth North-Coombes		2026-04-19

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales - Charity number 1134029

Accounts

Christ Church, Ottershaw

Loving, growing, serving in Jesus' name

The Parochial Church Council of the Ecclesiastical Parish of Ottershaw (Charity no 1134029)
Guildford Road, Ottershaw, KT16 0PB

ANNUAL REPORT
and
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2024

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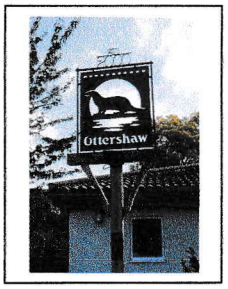
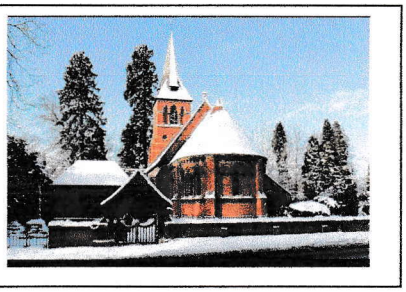
See separate document for Group Reports

Vicar	Revd Mark Potter
Independent Examiner	Michelle H Matthews 13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Christ Church, Ottershaw – Annual Report





Christ Church Parochial Church Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw.

As a church, we want to provide a warm welcome, a sense of community and care in times of need. We want Christ Church to be a place where people can worship together, grow in their faith and learn to share that faith with others. We are committed to working with the community and with other churches in the South Runnymede area.

Christ Church is part of the Church of England

Christ Church PCC is registered as Charity No 1134029 and PCC members are Charity Trustees.

Christ Church PCC is also responsible for the maintenance of the church buildings and grounds. It leases the Village Hall (Brook Hall) to a village trust.

Parochial Church Council membership

Members of the PCC are either ex-officio or elected according to Church Representation Rules at the Annual Church Meeting, normally held annually in April each year.

In 2024-2025 the following were members:

Clergy	Revd Mark Potter	
Church Wardens	Mrs Denise Williams and Mr Bob Scott	
Deanery Synod Reps	Mrs Olivia Towie (Deputy Warden) and Mr Bob Scott	
Elected (8)	Mr Dan Pearson	Mrs Geralyn Logan (Secretary)
	Mrs Linda Lyons	Mrs Lesley Matthews

Elected cont	Mr Stuart Logan Dr David North-Coombes Mr Roger Pashley (Treasurer) Mr Geoff Sheehan One elected vacancy
Co-opted	Mrs Sarah Vullo
In attendance	Miss Monica Hall (Families worker)

Other Officers and posts

Mrs Geralyn Logan (Safeguarding Officer.) Mrs Sheila Binns (Archivist)
Mr Hugh Towie (Tree Warden) Mrs Pryia Grantham-Hall (Electoral Roll Officer)
Mr Bill Matthews and Mrs Denise Williams (Village Hall representatives)
Mr Nigel Perryman (Stewardship Recorder)

The PCC met 5 times between April 2024 and March 2025 with an average attendance of 8.5 members being 83% of the membership (last year 8.5 members & 85% of membership)

Other Committees

The following committees are responsible for planning and carrying out work in the parish and reporting to the PCC

Standing Committee Chair: Revd Mark Potter
This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to directions given by the PCC.

Finance Committee Chair: Mr. Roger Pashley
This committee is responsible for reviewing and monitoring financial policies including outward giving. It reviews and monitors the annual budget and assists the Treasurer with stewardship and the financial management of the parish.

Premises Committee Chair: Mr Geoff Sheehan
This committee is responsible for the care and maintenance of the church building, its contents and the graveyard.

Events Chair: Lesley Matthews
This committee is responsible for organising social and fundraising events.

Annual Report 2024/2025

APCM Vicar's Report April 2024

As I look back over the past twelve months, my heart is full of gratitude. This has been a year of both challenges and blessings, a time of testing but also of deep encouragement. As a church, we have faced practical difficulties—issues with our lighting, the necessary electrical inspections, the repair of the vandalised window in the parish room kitchen, and, most recently, our heating system requiring a new part to ensure its full and safe operation. Yet, through it all, we have seen God's hand at work, leading us to new opportunities to share His love and strengthening our bonds with one another and our village community.

One of the greatest joys has been seeing the growing connection between our church and the school children, their parents, and our wider community. This is evidence of God moving among us, drawing hearts closer to Him, and opening doors for the Gospel to be shared in fresh and meaningful ways.

Church Development Plan: Growing in Discipleship and Worship

Reflecting on our Church Development Plan, it is good to see the ways in which God is bearing fruit among us. Our goal of deepening discipleship, nurturing a greater love for Jesus, and fostering theological confidence within our worshipping community remains at the heart of all we do.

I have been encouraged by conversations with many of you, where I have witnessed a growing hunger for Christ and a deepening commitment to spiritual growth. Our home groups have been a great blessing, providing a space for members to engage with Scripture and each other in profound ways. The Romans course at the vicarage was a particular highlight—though I recognize that some found it challenging at times, it was a joy to see such rich discussions taking place. The Pudding Club home group has been faithfully working through J John's *Just 10* series, unpacking the Ten Commandments and considering how they shape our daily lives.

Prayer continues to be at the centre of our vision. We have made progress in embedding a culture of prayer in all aspects of our ministry. The practice of gathering for prayer before every 9am service is now a regular and valued discipline, and our new weekly prayer meeting on Monday evenings has begun as a dedicated time for lifting up our church and village before the Lord. It is my hope that more of us will join in this vital work of intercession.

Children, Youth, and Family Ministry

One of the greatest privileges of ministry this year has been our work among children, youth, and young families. We continue to sow seeds of faith in the lives of our young people, trusting that God will bring about a harvest in His time. Our school assemblies

and RE lessons have been a real joy, providing opportunities to share the unwavering hope that comes from knowing Jesus.

The growth of Noah's Ark and Xtreme has been wonderful to witness, with good attendance and engagement, albeit slightly lower numbers than a year or so ago. Our youth group is thriving, and I believe the next step is to deepen the sense of discipleship and spiritual formation among our young people. To this end, I have been in conversation with Jo Hastings about the possibility of running a Youth Alpha course, potentially in collaboration with the school. Please join me in praying for wisdom and guidance as we explore this exciting opportunity.

Messy Church continues to be a source of delight, bringing together children and families in a relaxed and creative environment where they can encounter Jesus. A special thank you to Monica and her dedicated team, who pour so much love and effort into making these gatherings possible. Likewise, our toddler group on Monday mornings remains a vital outreach, welcoming around fifty infants, parents, and childminders each week.

I cannot stress enough the importance of praying for our children and young families. The world they are growing up in presents them with challenges that previous generations did not face in the same way. Research strongly indicates that ministry in and around schools is one of the most effective ways to reach young people with the Gospel. As we look ahead, we must continue to invest in this area, seeking creative and Spirit-led ways to draw families closer to Jesus.

Financial Stewardship and Provision

As we continue to step forward in faith, we also recognize the importance of ensuring the financial viability of our church. I am humbled by the generosity of our congregation and the ways in which God has provided for us. It is a testament to His faithfulness that the predicted deficit has not materialized to the extent I expected. We give thanks for God's provision and trust Him to continue sustaining us as we seek to be good stewards of His resources. Thanks also go to Roger, Nigel and Codge for there excellent service in this area.

PCC and Leadership

This year has been another fruitful one for our PCC. Though we have had weighty matters to discuss (such as the proposed PLF services which continue to be debated at general synod), I have been encouraged by the spirit of unity and discernment that has characterized our meetings. The willingness to engage in difficult conversations with grace and wisdom speaks volumes about the heart of our church.

A special word of gratitude goes to Bob Scott, who is stepping down as church warden following his stroke in October. Bob's dedication, meticulous attention to detail, and care for the practical running of the church have been an immense blessing to us all. Bob, we continue to pray for your recovery and thank you so much for your phenomenal, devoted service. Bob will continue to serve on the PCC.

Worship and Preaching

Our Sunday services continue to be a place of spiritual nourishment and encounter with God. The 9am service has firmly established itself as a liturgical, modern-traditional space where the Gospel is proclaimed, and worship is offered in a reflective and reverent manner. Thus far we have had one month where we have had two Sundays with hymns at the 9am. The irony is that as the heating failed in the church we have not been able to implement this yet. However, this will happen once we get back into church, with Adam Creen playing on the first Sunday and Mary Earl playing on the 3rd Sunday.

Meanwhile, our 10:30am service provides an accessible and engaging time of worship for many, with the change to having three songs back-to-back allowing for deeper engagement in praise.

Our preaching at both services has largely followed the lectionary, with occasional departures for specific sermon series. The Ephesians series was a particular highlight, offering a rich exploration of Paul's soteriology, broader theology and its practical implications for our lives. I am grateful to all who have contributed to our preaching ministry—your voices bring depth and richness to our collective understanding of God's Word. Thanks to Sarah, Dan and Nigel who have all preached over the last year.

It is worth reiterating that I have been very pleased with the collaboration involved in producing our all-age services. Thanks again to Monica, Linda and Sarah for the time commitment and creativity that you give to these services. This is an area that reflects my heart for ministry in our church. I am desperate to build a ministry team who can pray and travel together in the continued discernment of the direction of ministry – particularly Sunday morning services and how we reach our village more effectively with God's love. Thus far, this team has not become a reality, but I have faith that this will happen as we pray into it.

In terms of church growth, this feels a little slow in someways; however, we are steadily getting new people into church. We have approximately 15 new people who have started attending Christ church in the last year. It has been brilliant to see the number of baptisms we have had over the last 12 months, 16 in all. I am also now offering new baptism candidates the option of a thanksgiving service for new life, so far this has not been an option that has been taken up on.

Christmas was very positive in terms of attendance. Despite lower numbers at the carol service compared to 2023, Christmas eve and Christmas day saw over 300 attendees. 200 were at the crib service, 65 at the midnight communion and 45 at the Christmas morning service.

Community Engagement and Fellowship

The past year has also been marked by a deepening of our engagement with the wider community through social and fundraising events. From the Tear Fund Quiz and Harvest Supper to the Christmas Fair and Pancake & Film Night, these gatherings have not only raised vital funds but have also strengthened our sense of belonging and outreach.

A heartfelt thank you to Lesley and the events team for their passion and hard work in organizing these occasions. Likewise, CAMEO continues to be a lifeline for many, providing fellowship and connection every Thursday. Thank you to Priya, Mary, Fran, and all those who serve so faithfully in this ministry.

Staffing

It was an answer to prayer to recruit a new administrator in Priya Grantham-Hall. After a first round of interviews failed to find an apt replacement for Chloe, it was brilliant that Priya wanted to apply. In my opinion she is a naturally gifted administrator, and it was clear that her thorough approach and orderly and methodical way of working has been a real blessing to me and the church community.

Safeguarding: A Reflection of God's Love

As I say every year in this report, safeguarding remains a top priority, not just as a legal requirement but as a theological imperative. Each person is made in the image of God, and their dignity and worth must be protected. I have worked closely with PSO Geralyn over the past year and her attention to detail and careful evaluation of any given situation has been extremely helpful. Thank you to Geralyn for your continued dedication to ensuring that our safeguarding procedures are upheld.

Looking Ahead: A Call to Prayer and Action

As I conclude this report, I am struck by Jesus' words in Luke 10:2: *"The harvest is plentiful, but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into his harvest field."* We are blessed with a village we love, people we cherish, and a Gospel that is truly *good news* for all. The question before us is how we can continue to share Jesus with those around us. This must begin with a foundation of prayer and worship.

Paul reminds us in 2 Corinthians 4:7: *"But we have this treasure in jars of clay to show that this all-surpassing power is from God and not from us."* May we, as Christ Church, remain faithful stewards of this treasure, shining His light into the lives of all we encounter.

With every blessing,
Mark
Vicar, Christ Church Ottershaw

Christ Church Parochial Church Council February 2025

Financial Report 2024

Christ Church ended the 2024 financial year with a deficit of **£3,303** (compared with a deficit of £8,142 in 2023). Total income was **£150.106** and expenditure £**153,409.**

Following the need to spend on electrical and other works, the PCC had expected there would be a substantial deficit at the end of 2024. However, with both a strong response to the Annual Stewardship Appeal in October 2024 and generous donations at the end of the financial year, the deficit was held at £3,303.

Finance, however, continues to be challenging with significant works still required on the church infrastructure, which include modernisation of the waste system, repairs to the churchyard wall, and repairs to the church boiler. We will be looking to Trusts to raise funds for some of the larger jobs.

As well as an increase in income, day to day running costs have also continued to increase, particularly those relating to building, maintenance, heating and insurance.

A special thank you to those who have assisted the Treasurer during 2024, particularly Codge and Nigel.

The 'Diocesan Parish Share' at **£81,291** is our largest item of expenditure. This covers our Share of Diocesan/National Church services and includes the cost of our full-time Vicar (Salary, NI, pension, housing, training etc).

We continue to invest in work with young children and families (Sunday teaching, School clubs and teaching, Messy Church, Holiday Club, Toddler Group and Youth Clubs) and employ a part-time Families Worker post (Monica Hall) as well as getting considerable support from many church volunteers.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102.

Independent Examiner's Report to the Parochial Church Council of Christ Church Ottershaw

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershaw (Charity no 1134029) on the accounts for the year ended 31 December 2024, as set out on pages 10 to 17.

Respective responsibilities of trustees and 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.

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 matters have come to my attention

Basis of independent examiner's statement

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 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 respects 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 Act;

have not been met: or

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

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Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Christ Church Ottershaw
Statement of Financial Activities for the year ended 31st December 2024

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	Year end 31.12.24 Total £	Year end 31.12.23 Total £
INCOME						
Donations and legacies	2(a)	117,779	-	5,600	**123,379**	**108,329**
Charitable activities	2(b)	12,481	-	-	**12,481**	**14,929**
Other trading activities	2(c)	6,941	-	400	**7,341**	**6,805**
Investments	2(d)	3,827	-	-	**3,827**	**3,110**
Other	2(e)	3,078	-	-	**3,078**	**140**
TOTAL INCOME		**144,106**	**-**	**6,000**	**150,106**	**133,313**
EXPENDITURE						
Raising funds		175	-	-	175	**1,147**
Charitable activities	3					
Grants		1,535	-	1,926	**3,461**	**4,813**
Ministry		94,169	-	0	**94,169**	**91,096**
Fabric		33,187	-	2,720	**35,907**	**23,798**
General		19,396	-	301	**19,697**	**20,601**
		148,287	-	4,947	**153,234**	**140,308**
TOTAL EXPENDITURE		**148,462**	**-**	**4,947**	**153,409**	**141,455**
NET INCOME (EXPENDITURE) and NET MOVEMENT IN FUNDS		-4,356	-	1,053	**-3,303**	**-8,142**
RECONCILIATION OF FUNDS						
FUNDS BROUGHT FORWARD 1st January 2024		55,683	26,785	6,063	**88,531**	**96,673**
TRANSFER BETWEEN FUNDS		-	-	-	-	-
FUNDS CARRIED FORWARD 31st December 2024		**51,327**	**26,785**	**7,116**	**85,228**	**88,531**

Christ Church Ottershaw
Balance Sheet as at 31st December 2024

	Notes	As at 31.12.24 £	£	As at 31.12.23 £	£
NET ASSETS					
CURRENT ASSETS					
Debtors	7	5,871		3,090	
Short-term deposits		72,372		82,070	
Cash at bank and in hand		14,240		11,083	
		92,483		96,243	
DEDUCT LIABILITIES FALLING DUE WITHIN ONE YEAR					
Creditors: Falling due within 1 year	8	-7,255		-7,712	
NET ASSETS			85,228		88,531
			85,228		88,531
PARISH FUNDS					
RESTRICTED FUNDS	5				
TIMOTHY		487		487	
OTHER		6,629		5,576	
			7,116		6,063
UNRESTRICTED FUNDS	6				
GENERAL FUND		51,327		55,683	
PREMISES MAINTENANCE		26,785		26,785	
			78,112		82,468
			85,228		88,531

Approved by the Parochial Church Council on 26th February 2025 and signed on its behalf by:

Revd Mark Potter
Chair

Roger L Pashley FCA
Honorary Treasurer

The notes on pages 12 to 17 form part of these financial statements

1. ACCOUNTING POLICIES

Accounting conventions

1. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, "Accounting and Reporting by Charities and applicable accounting standard FRS102".

2. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

3. The funds of the PCC are divided into:
Restricted funds which are restricted by donors for specific purposes, and
Unrestricted funds available for the general purposes of the PCC
Designated funds which are set aside by the PCC from unrestricted funds for specific purposes.
Details of the restricted and designated funds are set out in notes 5 and 6.

Income

4. Donations and legacies are accounted for when received.
5. Tax refunds are recognised when the incoming resource to which they relate is received.
6. Other income is accounted for when due and receivable.

Expenditure

7. Grants and donations are accounted for in the year in which they are approved.
8. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

9. Consecrated and beneficed property is not included in the accounts in accordance with section 10(2) (a) and (c) of the Charities Act 2011
10. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
11. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement is written off.
12. Other fixtures ,fittings and office equipment is written off in the period in which the asset is acquired.
13. Investments are shown at market value at 31 December.

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.24 Total	31.12.23 Total
	£	£	£	£	£
2. INCOME					
2(a) Donations and legacies					
Stewardship	81,709	-	-	**81,709**	76,776
Income tax recoverable	19,580	-	-	**19,580**	18,557
	101,289	-	-	**101,289**	95,333
Collections at Services	2,335	-	349	**2,684**	2,542
Special collections	415	-	906	**1,321**	1,194
Grants from Guildford Diocese	-	-	-	-	1,000
Other grants	174	-	2,701	**2,875**	1,500
Other donations	3,544	-	1,320	**4,864**	4,824
Aonymous gift	5,000	-	-	**5,000**	-
Legacy	2,000	-	-	**2,000**	-
Other income tax (mainly related to the small donation scheme & special collections)	3,022	-	324	**3,346**	1,936
	117,779	-	5,600	**123,379**	108,329
2(b) Charitable activities					
Magazine sales	719	-	-	**719**	1,065
Parish Centre lettings	4,284	-	-	**4,284**	4,641
Fees	1,845	-	-	**1,845**	2,069
Youth clubs/groups	5,360	-	-	**5,360**	6,831
Other	273	-	-	**273**	323
	12,481	-	-	**12,481**	14,929
2(c) Other trading activities					
Fund-raising events	6,941	-	400	**7,341**	6,805
	6,941	-	400	**7,341**	6,805
2(d) Investments					
Interest on deposits	3,827	-	-	**3,827**	3,110
2(e) Other					
Sundry income	140	-	-	**140**	140
Insurance recovery	2,938	-	-	**2,938**	-
	3,078	-	-	**3,078**	140
TOTAL INCOME	**144,106**	-	**6,000**	**150,106**	133,313

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.24 Total	31.12.23 Total
	£	£	£	£	£
3. EXPENDITURE on CHARITABLE ACTIVITIES					
3(a) Grants to other organisations					
Overseas mission and aid	600	-	270	**870**	2,434
Home mission	935	-	759	**1,694**	1,851
Other charities	-	-	897	**897**	528
Timothy fund (see note 5)	-	-	-	-	-
	1,535	-	1,926	**3,461**	4,813
3(b) Ministry					
Diocesan parish share (this includes Vicar's salary, NI etc)	81,291	-	-	**81,291**	78,492
Salary of Families worker	12,188	-	-	**12,188**	11,413
Clergy expenses & recruitment costs	690	-	-	**690**	1,191
	94,169	-	-	**94,169**	91,096
3(c) Fabric					
Church maintenance	20,408	-	2,720	**23,128**	9,943
Insurance and rates	4,406	-	-	**4,406**	3,912
Light and heat	7,779	-	-	**7,779**	9,436
Organ tuning and maintenance	245	-	-	**245**	237
Vicarage maintenance	349	-	-	**349**	270
	33,187	-	2,720	**35,907**	23,798
3(d) General church expenses					
Mission & hospitality	2,756	-	301	**3,057**	2,686
Music	270	-	-	**270**	127
Parish magazine	720	-	-	**720**	762
Office costs (IT, telephone etc)	3,443	-	-	**3,443**	4,958
Presentations	346	-	-	-	-
Organists - fees	-	-	-	-	100
Salary of Administrator	8,266	-	-	**8,266**	8,250
Training	1,250	-	-	**1,250**	6
Youth work	2,345	-	-	**2,345**	3,712
	19,396	-	301	**19,697**	20,601
TOTAL CHARITABLE ACTIVITIES	**148,287**	-	**4,947**	**153,234**	140,308

4. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Current assets	85,367	7,116	**92,483**
Current liabilities	-7,255	-	**-7,255**
	78,112	**7,116**	**85,228**

5. RESTRICTED FUNDS

	Outward Giving	Timothy Fund	Churchyard Wall	Labyrinth Fund	Other Funds	Total Restricted Funds
	£	£	£	£	£	£
B/f 1.1.24	-	487	2,168	676	2,732	**5,338**
Income	1,979	-	-	-	4,021	**6,000**
Expenditure	-1,926	-	-	-	-3,021	**-4,947**
C/f 31.12.24	**53**	**487**	**2,168**	**676**	**3,732**	**7,116**

Outward Giving Funds - Stewardship and collection income restricted for outward charitable giving.
Timothy Fund - Grant fund to help with cases of individual hardship. Fund allocated by Vicar.
Churchyard wall - Gifts towards repair of the churchyard wall.
Labyrinth Fund - The development of a labyrinth and nearby area in the churchyard.
Other Funds - were received for work on the fabric and equipment.

6. UNRESTRICTED FUNDS

	General Fund	Designated Premises Fund	Total Unrestricted Funds
	£	£	£
B/f 1.1.24	55,683	26,785	**82,468**
Income	144,106	-	**144,106**
Expenditure	-148,462	-	**-148,462**
Transfers	-	-	-
C/f 31.12.24	**51,327**	**26,785**	**78,112**

General Fund - Funds available for all activities of Christ Church, Ottershaw.
Designated Premises Fund - Fund to help meet expenditure incurred on the church buildings and fabric.

7. DEBTORS

	31.12.24 £	31.12.23 £
Within one year		
Income tax recoverable	**1,915**	881
Prepayments and accrued interest	**722**	1,017
Other debtors	**3,234**	1,192
Over one year		
Prepayments	**-**	-
	5,871	3,090

8. CREDITORS

	31.12.24 £	31.12.23 £
Creditors falling due within one year	**7,255**	7,712
	7,255	7,712

9. DIOCESAN PARISH SHARE

The Diocesan Parish Share is our share of the Diocesan expenditure budget. This covers the cost of paying, training and housing the ministry, Diocesan and National costs. Each parish's share is calculated by reference to the number of parishioners (3 year average of usual Sunday attendance), its relative prosperity, and a core ministry cost. This ensures that the share is spread over all Parishes in the Diocese on a fair basis.
The current system was introduced with effect from January 2019.

10. STEWARDSHIP GIVING PROMISES

	At 31.12.24 £	Change	At 31.12.23 £
As at 31st December promises were as follows:			
Annual total promises	**88,923**	9.0%	81,617
Tax recoverable on promises	**21,686**	10.7%	19,589
	110,609	9.3%	101,206
Average £ **monthly promise** before tax	**£135**	13.4%	£119
Average £ **yearly promise** before tax	**£1,617**	12.9%	£1,432
% of promises under Gift aid	**98%**		96%

The total number of promises and the analysis by monthly giving (before tax) are as follows:

	Under £25	£25+	£50+	£75+	£100+	£150+	£200+	£250+	Total
AT 31.12.24	**9**	**8**	**6**	**2**	**10**	**6**	**4**	**10**	**55**
AT 31.12.23	**13**	**8**	**6**	**3**	**9**	**6**	**5**	**7**	**57**

11. REMUNERATION & EXPENSES

Salaries of the p/t Families Worker and the p/t Parish Administrator totalled **£19,666** (2023 £18,907)
Pension contributions totalled **£787** (2023 £756) , but there were no social security contributions.

The following members of the PCC received remuneration or expenses:
Revd Mark Potter - Expenses **£572** (2023 £565)
No other PCC trustees received any remuneration or expenses.

12. GRANTS TO OTHER ORGANISATIONS

Detailed analysis	PCC	Stewardship	Special		31.12.24 Total	31.12.23 Total
	£	£	£		£	£
OVERSEAS MISSION and AID						
Christian Aid	-	-	270	*CA Week*	**270**	263
Church Mission Society (Link: Chris & Veronica Padayachee)	500	-	-		**500**	500
Compassion (Link child: Bobi)	-	-	-		**-**	140
Leprosy Mission	-	-	-		**-**	500
Mission Aviation Fellowship	100	-	-		**100**	100
Tear Fund	-	-	-		**-**	931
	600	-	270		**870**	2,434
					25.1%	*50.6%*
HOME MISSION						
Children's Society	-	-	-	*Boxes*	**-**	141
Children's Society	-	-	39	*Christingle*	**39**	45
Engage (who work with schools)	500	-	-		**500**	500
Friends of Guildford Cathedral	50	-	-		**50**	50
Guildford Dioc Guild of Bellringers	50	-	-		**50**	50
First Schools - Bibles	-	-	720	*School/churc*	**720**	730
Runnymede Deanery Synod - sub	305	-	-		**305**	305
Surrey Churches Preservation Trust	30	-	-		**30**	30
	935	-	759		**1,694**	1,851
					48.9%	*38.5%*
OTHER CHARITIES						
Air Ambulance	-	-	500	Cameo	**500**	-
British Legion Poppy Appeal	-	-	238	*Remembrance*	**238**	338
Woking/Sam Beare Hospice	-	-	159	*Lights to R*	**159**	190
	-	-	897		**397**	528
					11.5%	*11.0%*
TIMOTHY FUND	-	-	-		**-**	-
					0.0%	*0.00%*
GRAND TOTAL	1,535	-	1,926		**3,461**	4,813
% of income					**£150,106** ***2.3%***	£133,313 *3.6%*

13. BROOK MEMORIAL HALL (OTTERSHAW VILLAGE HALL)

Christ Church, Ottershaw granted a 35 year lease on the Brook Memorial Hall to a new charity 'Ottershaw Village Hall' with effect from 1 January 2008.

Christ Church Ottershaw
Trust Funds for the year ended 31st December 2024

	1.1.24 Cash C/f £	Receipts £	Payments £	31.12.24 Cash C/f £	31.12.24 Investments at market value £	Total Funds £
HORA BEQUEST (Charity no 810351)						
45 income shares CBF Investment Fund						
Upkeep of churchyard	440	28		**468**	1,041	**1,509**
MARIE CELESTE BENEFACTION (Charity no 205400)						
45 income shares CBF Investment Fund						
Benefit of sick & poor of Ottershaw	700	28	-	**728**	1,041	**1,769**
SIR JOHN HUMPHREY GRAVE TRUST (Charity no 206773)						
Capital (fomerly £695 2.5% Consolidated Stock) now in cash						
Upkeep of churchyard	1,038	-	-	**1,038**	-	**1,038**
EDITH OLDHAM GRAVE TRUST						
Capital (formerly £98.46 3.5% War Stock) now in cash						
Care of grave and brass	182	-	-	**182**	-	**182**
FLORENCE HICHENS GRAVE TRUST (Charity no 221371)						
258 income shares CBF Investment Fund						
Upkeep of churchyard	1,486	162		**1,648**	5,966	**7,614**
LILIAN EMILY FLETCHER GRAVE TRUST						
393 income shares CBF Investment Fund						
Upkeep of churchyard	2,768	247		**3,015**	9,087	**12,102**
AGNES FLETCHER GRAVE TRUST						
18 income shares CBF Investment Fund						
Upkeep of church and churchyard	215	11	-	**226**	415	**641**
	6,829	476	0	**7,305**	17,550	**24,855**

Note

The Guildford Diocesan Board of Finance are trustees of "Florence Hichens Grave Trust"

The Vicar and churchwardens of Christ Church Ottershaw are trustees of all the other trust funds.

The capital of both the John Humphrey Trust and the Edith Oldham Grave Trust have been repaid and are currently held in cash.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales - Charity number 1134029

Accounts

Christ Church, Ottershaw – Annual Report

Christ Church Parochial Church Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw.

As a church, we want to provide a warm welcome, a sense of community and care in times of need. We want Christ Church to be a place where people can worship together, grow in their faith and learn to share that faith with others. We are committed to working with the community and with other churches in the South Runnymede area.

Christ Church is part of the Church of England

Christ Church PCC is registered as Charity No 1134029 and PCC members are Charity Trustees.

Christ Church PCC is also responsible for the maintenance of the church buildings and grounds. It leases the Village Hall (Brook Hall) to a village trust.

Parochial Church Council membership

Members of the PCC are either ex-officio or elected according to Church Representation Rules at the Annual Church Meeting, normally held in April each year.

In 2022-2023 the following were members:

Clergy	Revd Mark Potter	
Church Wardens	Mrs Denise Williams and Mr Bob Scott	
Deanery Synod Reps	Mrs Olivia Towie (Deputy Warden) and Mr Bob Scott	
Licenced Lay Minister	Vacancy	
Elected (8)	Mr Dan Pearson	Mrs Geralyn Logan (Secretary)
	Mrs Linda Lyons	Mrs Lesley Matthews

Elected cont	Mr Stuart Logan Dr David North-Coombes Mr Roger Pashley (Treasurer and Electoral Roll) Mr Geoff Sheenan One elected vacancy
In attendance	Miss Monica Hall (Families worker)

Other Officers and posts

Rev Brian Seymour (Retired Minister)
Mrs Geralyn Logan (Safeguarding Officer.) Mrs Sheila Binns (Archivist)
Mr Hugh Towie (Tree Warden) Mr Roger Pashley (Electoral Roll Officer)
Mr Bill Matthews and Mrs Denise Williams (Village Hall representatives)
Mr Nigel Perryman (Stewardship Recorder)

The PCC met 5 times between April 2023 and March 2024 with an average attendance of 8.5 members being 85% of the membership (last year 10 members & 73% of membership)

Other Committees

The following committees are responsible for planning and carrying out work in the parish and reporting to the PCC

Standing Committee Chair: Revd Mark Potter
This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to directions given by the PCC.

Finance Committee Chair: Mr. Roger Pashley
This committee is responsible for reviewing and monitoring financial policies including outward giving. It reviews and monitors the annual budget and assists the Treasurer with stewardship and the financial management of the parish.

Premises Committee Chair: Mr Geoff Sheehan
This committee is responsible for the care and maintenance of the church building, its contents and the graveyard.

Fundraising and Social Team Committee (FAST) Chair: Lesley Matthews
This committee is responsible for organising social and fundraising events.

Annual Report 2023/2024

APCM Vicar's Report April 2024

After my first 6 months in post, which took me to my first APCM, the following 12 feel like they have gone in the blink of an eye. However, during that time, much has been done in terms of church ministry, bringing the gospel to people in different settings, and creating stronger links with our village community.

Church Development Plan

As part of the diocesan Parish Needs Process (PNP), all parish have been asked to produce a Church Development Plan. This process commenced for Runnymede in February 2023. At Christ Church, the PCC fixed a date in July to explore what goals and plans we should have. This came in the form of an away day led by one of the parish enablers, Danny Wignall. Danny also spent some time with our PCC during the interregnum period in 2021/22.

The away day was attended by the PCC and others who are involved in ministry at CCO. It was vital to get this team of people together so that we could be journeying as one. There were some helpful exercises exploring what the church looked like in the context of the village and its purpose going forward. There were times of discussion and worship.

As a result of this day together, I took the notes from the day and quickly formed a smaller team of people to pray and develop our goals. This team consisted of Nigel Perryman, Denise Williams, Dan Pearson, Sarah Vullo and me. After letting the dust settle from the away day, this smaller group met in early September to discuss the away day and CCOs needs and goals at length.

Following this discussion, I took away these points and distilled them further into parish priorities, identifying the diocesan goals to which they related and the time by which we achieve these.

There were six parish priorities identified, although in the meeting with our churchwardens, Archdeacon Martin Breadmore and I, during the Arch Deacon's visitation, it was mentioned by MB that our final development plan had too much on it. I believe this is a fair observation; however, it is yet to be reduced. It would be worth giving a reminder as to what the six points are, these are then broken into specific action points, some of which I will reference in this report.

1. Enabling a greater depth of discipleship, love for Jesus and theological confidence within the worshipping community.

As a brief explanatory note for this, this was really about seeing faith in Jesus continuing to grow and flourish within our church and to see that growth impacting those us all.

2. To continue to develop CCO into an authentic worshipping community, with Jesus at the heart of all we do.

This is really something that fits neatly into the first priority and therefore probably does not stand alone as a discrete category. It does, however, underline the fact that if we are to see more church growth, this has to stem from the continued movement of God within our congregation - that seeing people's lives continually enriched and transformed by the good news of Jesus has an internal and external impact.

3. Increasing the understanding of the importance of prayer in all aspects of ministry.

4. Ensure CCO is accessible for all and has a positive impact on the surrounding community.

5. Strengthen links with children, youth and young families in the community to encourage a relationship with Jesus.

6. Ensure the financial viability of the church so that repairs can be done, and ministry can continue.

A lot of these priorities dovetail somewhat, which I think is reassuring. It would be concerning if we had a selection of unrelated, disparate aims. I would argue that priorities 1 to 6 have significant overlapping underlying themes. Whilst the sixth is very practical, it is still imperative and something that we must put prayer into and trust God with. Thus, all these priorities as the come together have a unifying effect on the how we potentially exercise the mission of our church.

As I mentioned, as I go through some of the other significant developments over the last twelve months, I will reference some of the action points that directly relate to these priorities.

Website

It felt like quite a long road to get the new website finished and live. Church websites can be substantially more complicated than many others as the number of pages needed and the interweaving links between these pages are significantly high. We have 18 pages for this new site as opposed to 7 previously. I have been delighted that the new site is frequented often and has been influential in drawing people into church on a Sunday morning. My thanks to Chloe and particularly to our Website designer, Helen Munro for working with me to develop the product that I felt right was right for our church. This has been a good target to meet and already ticks off one action point from the CDP.

PCC Meetings

There seems to still be a continued harmony between members, and where needed helpful, on-topic and productive discussion. There have been some well-considered decisions, and the PCC continues to be extremely positive about the future of Christ Church and are working well together in the different committees and gathering as the whole PCC.

In terms of new PCC members, I must thank Geoff Sheehan for stepping up once again to the PCC. His experience on the premises committee and his professional experience in sewage and drainage is an unexpected, but great fit as we seek to address the longstanding issues with the cess pit and drains. Thanks must also go to Nigel Perryman, Rachel Masters and Josephine Arengo-Jones who stepped down on 23rd April 2023.

As a follow up to last year's report, having had the away day, we are now steadily working-through and discussing the different action points relating to the priorities.

Just a quick note, which Roger may not thank me for including in this report. I discovered that that our treasurer has now served in that role at Christ Church for over fifty-five years. This is a quite remarkable achievement surpassed only by the excellence by which he conducts this role. Thank you Roger for all you have done over this vast period.

Worship and Discipleship

In terms of the Sunday services, my intention remains the same in that the 9am service should stay as a liturgical modern traditional service (as it now is). This service should be a space in which the gospel is preached faithfully, and people are invited to engage reflectively with liturgy as they worship God. Children are very welcome at this service; however, it may be that some would find the 10.30am service far more accessible and easier to manage. My intention to change one more of the 9am services to include hymns is still in my thoughts, but alas has yet to be implemented. For clarity, this would eventually mean that we have two 9am services with hymns and two without.

The 10.30am service is becoming steadily more contemporary in style and content. Just after last year's APCM I looked back at what the service structure and songs looked like when I was first installed. Without any expectation that things were particularly different, to my surprise, the services had significantly changed. This was noticeable in the song choices and the liturgy. Having realised that, I gently applied the brakes to bed-in any changes that I had already made. More recently we are doing three songs back-to-back at the start of the service, which enables worshippers to start to engage with God rather than just singing songs. It can be very easy for worship songs to just be something to be sung rather than a conduit to meeting with God and praising Him. So far, all the feedback I have received is very positive about having the consecutive three songs at the start of the

service. I must thank Adam for his excellent playing and huge dedication to our sung worship and Bob and Denise for their unwavering commitment to the singing.

One other change is the confession and praying for our young people and children in our community. First, the confession: I felt strongly that the confession should use child, young person and adult friendly language. The reason for this is that people of all ages need to know the huge importance of confession, repentance and that our saviour makes forgiveness and reconciliation a reality for us.

In our preaching, we are largely back following the lectionary (although I do go off-piste from time to time) after a medium-length sermon series on Mark's gospel, which started in June and ran until the 17th December 2023. The advantage of sermon series like this is that they give context and consistency which unfortunately the lectionary does not really allow in the same way. It is possible that in the autumn we will have another series, possibly thematic or potentially on one of the Pauline epistles. Many thanks to those who have contributed to our preaching over the last year, it is helpful to share this ministry with you, it is also good for the congregation to receive different styles of bringing God's word. Thank you Nigel Perryman, Dan Pearson, Sarah Vullo and Brian Seymour for sharing this workload.

On that note, it is wonderful that we have Sarah Vullo now as an ordinand – deacon/priest-in-training. I was delighted to be able to have Sarah continuing to serve at CCO. Whilst her time due to employed work and assignments is naturally limited, she is very willing and happy to do whatever she can in terms of service ministry and all age planning.

Alpha. One of our discipleship action points on the CDP was to run an Alpha course. To that end, I am delighted that we could work together with St Paul's Addlestone in putting that on together and sharing the workload as the gospel is brought to individuals in an attainable and comprehendible way.

I have been very pleased with the collaboration involved in producing our all-age services. We have a small team of four (not including our faithful musicians) who firstly pray for direction, discuss relevant scriptures and themes, brainstorm ideas and put together this time of worship. I am extremely grateful to Monica, Linda and Sarah for working so well with me to get this accomplished. It is worth noting that Monica and Linda's commitment in producing the interactive prayer times, has resulted in some extremely accessible and deeply helpful times of intercession.

In terms of church growth, this feels a little slow in someways; however, we are steadily getting new people into church. Sometimes the issue regarding numbers is that many of those people that attend, do not come every week. Thus, whilst the number of those who attend Christ Church is increasing, the week-by-week congregations remain a fairly similar size. Our Christmas and Remembrance attendance were notably higher than 2022.

Homegroups

The Vicarage homegroup started just over a year ago in Lent 2023. This has been going well since with between 7 and 10 in attendance. We started with a study on the book of Daniel, moving onto Philippians in the late spring. In autumn and winter, we have been doing the Bible Society Bible Course, which is an excellent way of seeing how the Bible hangs together and how God speaks through it.

I want to encourage others in our congregation to facilitate and host a homegroup. The idea of leading such a group can seem daunting because people worry about not having the answers. I do understand that point of view, which is why rather than thinking about homegroup leaders, perhaps we can start to think about hosts who will facilitate a discussion time, using notes, without having the burden of needing to know the answers. I am confident that lives will be enriched by such homegroups and that people will receive from the Jesus in this context.

Schools, Youth and Children

The links with our Junior and Infant school have continued to grow and go from strength to strength. We now plan the assembly content with the headteacher, Jo Hastings and Debbie Jenkyn her deputy. We work around different biblical themes that are relevant to the children's lives and observe the lead-up to key feast days and periods in the church year, such as Lent, Easter, Christmas and, where helpful, some saints' days.

Monica and I lead the assemblies, usually alternating between infants and juniors over a fortnightly cycle. These assemblies are so valuable in bringing the truth and hope of Jesus to these children and those teachers and TAs also in attendance.

The school also use me to deliver occasional RE lessons and will be utilising my teaching background to observe lessons, particularly as the next Ofsted and SIAMS inspections become more imminent. I am now a school LCM (governor).

It is worth mentioning that research strongly suggests that church work in and around schools is a central component in reaching children and young families with the gospel. This should be a very strong informing factor in how we continue our young families engagement over the year to come. As part of our CDP, we are now successfully advertising church events through flyers and cards in book bags. These have had an impact on church attendance around Easter last year (121) and Christmas services (approx. 300).

Xtreme and Noah's Ark clubs continue to tick over, the former has quite variable numbers at times and the latter is currently at around 16 Year R to 2 pupils.

Our families and Sunday school is well led by Monica and her team, using seasonal biblical material and often following the open the book source material. I know the children involved really appreciate this time together and discussing faith and the bible.

Similarly, Messy church continues to run on the second Sunday of each month supported by a team of fabulous volunteers, preparing the activities with Monica and food catering for around10 to 15 children and sometimes their accompanying parents.

The Toddlers' group on a Monday morning is extremely popular and often has around fifty in attendance, comprising of infants, parents and child minders.

Huge thanks to Monica for her vast amount of work in leading these important areas of ministry.

In terms of our youth groups, these continue to be attended well. We have around 72 young people on our books and the Christmas disco was attended by 96 YPs. It is remarkable that we have such a wealth of numbers in this area. My thanks must be made to all the volunteers who commit so much of their time to these groups. I must express my gratitude to Mandi Adams who has continued to lead and organise the evenings for the young people.

On that note, Mandi underwent some surgery in November and, whilst Youth Clubs were well covered and staffed until the Christmas break, with a lack of staffing availability in January, I made the decision after consulting with Mandi that we would put the youth clubs on pause until the second half of the Lent term (Monday 19th February). We do need more strength in depth for this area of church life, it only takes one or two to be unavailable and the youth group struggles to run. Please do pray for the right people to step forward.

On our CPD my heart is for our young people to have the opportunity to engage in a youth discipleship group, this may eventually include youth Alpha. Sadly, I have to be pragmatic about the situation and accept that we do not have the staff and volunteers to do this at this time; however, it will not slip my mind. It is no exaggeration to say that praying for our children is of paramount importance; so, do pray for them. They are all precious, and the world they are facing today is socially and ethically a far trickier terrain than it has arguably ever been in modern history.

Premises

The situation with our list of necessary repairs has steadily increased since last year. With the complicated and expensive drainage and cess pool issues, the wall repair at Cross Lane, we can now potentially add another electrical safety inspection and a refitting and securing of some of the cables to ensure that they are meeting all the safety requirements. If this is indeed the case,

which we suspect it is, that is naturally a higher priority than even the cess pit. This issue, on which we need a second professional opinion, came to light as the new defibrillator was being fitted.

For all these substantial growing costs, there has been an appeals fundraising group started so we can look to raising as much money as possible from grant applications and village fundraising to start to tackle these projects. We will likely need to spend near to £100K to remedy all these issues.

One positive is that the defibrillator has been fitted and is up and running, whilst we pray it never needs to be used, it does speak out, our care and concern for our community and those using the hiring our parish rooms or in church.

Community, Social and Fundraising Events

The events committee have achieved so much over the last 12 months. There has been the Tear Fund Quiz, the Rock Choir concert and the Guildford Shakespeare Company performance of Romeo and Juliet, Open Gardens, the auction at OVH, the Harvest Supper and Christmas Fair and the pancake and film night (to name a few). These have raised significant monies for church ministry and running costs, (N.B At the time of writing this I do not have the final figures from the recent auction event.)

Thank you to Lesley and the team for all the enthusiasm and commitment given to these special events which are a real blessing to our church and village community.

As CAMEO continues to run brilliantly every Thursday, I would again like to thank Brian Seymour and the team for making this amazing community event possible.

Safeguarding

I reiterate the sentiment of last year's report that safeguarding is of paramount importance for me as incumbent. In Christian terms there is a deeper reason why safeguarding is so vital. Scripture speaks of humankind being made in the image of God, the imago Dei. Human life is valuable, unique and individuals are loved as such the one true God; therefore, ensuring that safeguarding protocols are ensured and followed is as much a theological pursuit as it is a legal requirement. We are instructed to love God and love our neighbour, and this falls well within the bounds of this God-given purpose. Thank you to Geralyn who continues to be an excellent PSO.

Staffing

Chloe McCarthy has served the church now for almost six years and has been an excellent administrator. More recently, since my installation, her role developed a little to add the more creative aspects, such as some marketing

and website involvement. She also played a key role in getting the Romeo and Juliet production organised.
Chloe has a passion for her new charity that she started just over a year ago, Beautiful Minds Foundation. This is a charity that supports neuro-diverse children and their parents and carers. As Chloe wants to grow this project, she feels that stepping down from her position at Christ Church is the right move to enable her charity to take off.
Many thanks to Chloe for all the hard work and administrative and creative gifts that she has used in her role. They have been a great blessing to our church and parish.
We are advertising for her replacement through local online platforms and other channels.

Finally, there are so many who I have not thanked individually on this report, but please be assured that I do notice, and I am genuinely so blessed to have such a willing and loving team behind. Thank you all for everything that you do at Christ Church. We have an amazing high calling to love God and to love our community and share the hope of Jesus with them. This current point in history is an extremely challenging one, economically, socially and ethically. Every era throughout history has presented serious difficulties and challenges to people, but the immutable truth that transcends cultural shifts and challenges is that the gospel brings hope and life to those who receive it. And we have that call to mission to make disciples and show people who Jesus is. I leave you with the words of the apostle Paul from Ephesians 1.
“I pray that the eyes of your heart may be enlightened in order that you may know the hope to which he has called you, the riches of his glorious inheritance in his holy people, and his incomparably great power for us who believe. That power is the same as the mighty strength he exerted when he raised Christ from the dead and seated him at his right hand in the heavenly realms,”

Christ Church Parochial Church Council March 2024

Financial Report 2023

Christ Church ended the 2023 financial year with a deficit of **£8,142** (compared with a deficit of £7,726 in 2022). Total income was **£133,313** and expenditure £**140,308.**

Following the upheaval of covid and soaring inflation in 2023, the response to our October 2023 stewardship campaign was tremendously encouraging. Income from giving, together with gift aid tax, exceeded £100,000 for the first

time. This enabled us to keep our deficit at just over £8,000, when we had expected and budgeted for a much higher figure.

Finance, however, continues to be challenging with significant works required on the church infrastructure, which include modernisation of the waste system, repairs to the churchyard wall, further repairs to the electrics and replacement for the boiler. We will be looking to Trusts to raise funds for some of the larger jobs.

As well as an increase in income, day to day running costs have also increased significantly, particularly those relating to building, maintenance, heating and insurance.

A special thank you to those who have assisted the Treasurer during 2023, particularly Nigel Perryman and Codge Vullo.

The 'Diocesan Parish Share' at **£78,492** is our largest item of expenditure. This covers our Share of Diocesan/National Church services **plus** the cost of our full-time Vicar (Salary, NI, pension, housing, training etc).

We continue to invest in work with young children and families (Sunday teaching, School clubs and teaching, Messy Church, Holiday Club, Toddler Group and Youth Clubs) and employ a part-time Families Worker post (Monica Hall) as well as getting considerable support from many church volunteers.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102.

We are grateful to Michelle Matthews, who has continued to be our Independent Examiner, in addition to running an accounting business and being a Church Treasurer herself. We also thank those who assisted with the management and preparation of the accounting records.

Reserve Policy

The Finance Committee of the PCC conducts an annual review of the level of reserves by considering risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be

made of the level of reserves that are sufficient to continue to meet its objectives.

Risks and issues considered in making this judgement included:

- The over dependence on any single source of income or likelihood of downturn in income
- The period of time required to re-establish income streams or downsize activities.
- The adequacy of control over budgets.
- The requirement for a reasonable level of working capital.

The PCC has agreed that we should designate an additional **£10,000** of unrestricted funds to the Premises Maintenance Designated Fund, increasing this Fund to **£26,785**, thus setting aside additional funds for capital works.

The unrestricted reserve as at 31 December 2023 would then reduce to **£55,683**, representing between 4 and 5 months of budgeted unrestricted expenditure.

The PCC has in addition restricted funds totalling **£6,063**. The purpose of these restricted funds is detailed in note 5 in the annual financial statements.

Roger Pashley FCA, - Treasurer of Christ Church Parochial Church Council

Christ Church, Ottershaw

Loving, growing, serving in Jesus' name

The Parochial Church Council of the Ecclesiastical Parish of Ottershaw (Charity no 1134029)

Guildford Road, Ottershaw, KT16 0PB

ANNUAL REPORT
and
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2023

Page

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10 Independent Examiner's Report
11 Statement of Financial Activities
12 Balance Sheet
13 Notes to the financial statements
19 Trust Funds

See separate document for Group Reports

Vicar	Revd Mark Potter
Independent Examiner	Michelle H Matthews 13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Independent Examiner's Report to the Parochial Church Council of Christ Church Ottershaw

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershaw (Charity no 1134029) on the accounts for the year ended 31 December 2023, as set out on pages 11 to 18.

Respective responsibilities of trustees and 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.

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 matters have come to my attention

Basis of independent examiner's statement

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 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 respects 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 Act;

have not been met: or

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

.

Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Christ Church Ottershaw
Statement of Financial Activities for the year ended 31st December 2023

	Notes	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	**Year end 31.12.23 Total**	Year end 31.12.22 Total
		£	£	£	**£**	£
INCOME						
Donations and legacies	2(a)	103,098	-	5,231	**108,329**	102,812
Charitable activities	2(b)	14,929	-	-	**14,929**	12,969
Other trading activities	2(c)	4,684	-	2,121	**6,805**	3,494
Investments	2(d)	3,110	-	-	**3,110**	976
Other	2(e)	140	-	-	**140**	653
TOTAL INCOME		**125,961**	**-**	**7,352**	**133,313**	120,904
EXPENDITURE						
Raising funds		948	-	199	**1,147**	-
Charitable activities	3					
Grants		1,675	-	3,138	**4,813**	9,075
Ministry		90,471	-	625	**91,096**	88,074
Fabric		21,485	-	2,313	**23,798**	15,040
General		20,249	-	352	**20,601**	16,441
		133,880	0	6,428	**140,308**	128,630
TOTAL EXPENDITURE		**134,828**	**-**	**6,627**	**141,455**	128,630
NET INCOME (EXPENDITURE) and NET MOVEMENT IN FUNDS		(8,867)	-	725	**(8,142)**	(7,726)
RECONCILIATION OF FUNDS						
FUNDS BROUGHT FORWARD 1st January 2023		74,550	16,785	5,338	**96,673**	104,399
TRANSFER BETWEEN FUNDS		(10,000)	10,000		**-**	**-**
FUNDS CARRIED FORWARD 31st December 2023		**55,683**	**26,785**	**6,063**	**88,531** `	96,673

Christ Church Ottershaw
Balance Sheet as at 31st December 2023

	Notes	As at 31.12.23 £	£	As at 31.12.22 £	£
NET ASSETS					
CURRENT ASSETS					
Debtors	7	**3,090**		2,395	
Short-term deposits		**82,070**		92,999	
Cash at bank and in hand		**11,083**		11,599	
		96,243		106,993	
DEDUCT LIABILITIES FALLING DUE WITHIN ONE YEAR					
Creditors: Falling due within 1 year	8	**(7,712)**		(10,320)	
NET ASSETS			**88,531**		96,673
			88,531		96,673
PARISH FUNDS					
RESTRICTED FUNDS	5				
TIMOTHY		**487**		487	
OTHER		**5,576**		4,851	
			6,063		5,338
UNRESTRICTED FUNDS	6				
GENERAL FUND		**55,683**		74,550	
PREMISES MAINTENANCE		**26,785**		16,785	
			82,468		91,335
			88,531		96,673

Approved by the Parochial Church Council on 28th February 2024 and signed on its behalf by:

Revd Mark Potter
Chair

Roger L Pashley FCA
Honorary Treasurer

The notes on pages 13 to 18 form part of these financial statements

Christ Church Ottershaw
Notes to the financial statements

1. ACCOUNTING POLICIES

Accounting conventions

1. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, "Accounting and Reporting by Charities and applicable accounting standard FRS102".

2. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

3. The funds of the PCC are divided into:

Restricted funds which are restricted by donors for specific purposes, and

Unrestricted funds available for the general purposes of the PCC

Designated funds which are set aside by the PCC from unrestricted funds for specific purposes.

Details of the restricted and designated funds are set out in notes 5 and 6.

Income

4. Donations and legacies are accounted for when received.
5. Tax refunds are recognised when the incoming resource to which they relate is received.
6. Other income is accounted for when due and receivable.

Expenditure

7. Grants and donations are accounted for in the year in which they are approved.
8. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

9. Consecrated and beneficed property is not included in the accounts in accordance with section 10(2) (a) and (c) of the Charities Act 2011
10. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
11. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement is written off.
12. Other fixtures ,fittings and office equipment is written off in the period in which the asset is acquired.
13. Investments are shown at market value at 31 December.

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.23 Total	31.12.22 Total
	£	£	£	£	£
2. INCOME					
2(a) Donations and legacies					
Stewardship	75,226	-	1,550	**76,776**	69,547
Income tax recoverable	18,170	-	387	**18,557**	16,641
	93,396	-	1,937	**95,333**	86,188
Collections at Services	2,153	-	389	**2,542**	1,933
Special collections	25	-	1,169	**1,194**	5,448
Grants from Guildford Diocese	1,000	-	-	**1,000**	2,000
Other grants	-	-	1,500	**1,500**	-
Other donations	4,824	-	-	**4,824**	4,502
Other income tax (mainly related to the small donation scheme & special collections)	1,700	-	236	**1,936**	2,741
	103,098	-	5,231	**108,329**	102,812
2(b) Charitable activities					
Magazine sales	1,065	-	-	**1,065**	773
Parish Centre lettings	4,641	-	-	**4,641**	4,142
Fees	2,069	-	-	**2,069**	3,485
Youth clubs/groups	6,831	-	-	**6,831**	4,354
Other	323	-	-	**323**	215
	14,929	-	-	**14,929**	12,969
2(c) Other trading activities					
Fund-raising events	4,684	-	2,121	**6,805**	3,494
	4,684	-	2,121	**6,805**	3,494
2(d) Investments					
Interest on deposits	3,110	-	-	**3,110**	976
2(e) Other					
Sundry income	140	-	-	**140**	653
Insurance recovery	-	-	-	-	-
	140	-	-	**140**	653
TOTAL INCOME	**125,961**	-	**7,352**	**133,313**	120,904

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.23 Total	31.12.22 Total
	£	£	£	£	£
3. EXPENDITURE					
on CHARITABLE ACTIVITIES					
3(a) Grants to other organisations					
Overseas mission and aid	680	-	1,754	**2,434**	6,596
Home mission	995	-	856	**1,851**	2,137
Other charities	-	-	528	**528**	342
Timothy fund (see note 5)	-	-	-	-	-
	1,675	-	3,138	**4,813**	9,075
3(b) Ministry					
Diocesan parish share					
(this includes Vicar's salary, NI etc)	78,492	-	-	**78,492**	76,956
Salary of Families worker	11,413	-	-	**11,413**	9,715
Clergy expenses & recruitment costs	566	-	625	**1,191**	1,403
	90,471	-	625	**91,096**	88,074
3(c) Fabric					
Church maintenance	7,630	-	2,313	**9,943**	4,171
Insurance and rates	3,912	-	-	**3,912**	3,300
Light and heat	9,436	-	-	**9,436**	6,209
Organ tuning and maintenance	237	-	-	**237**	572
Vicarage maintenance	270	-	-	**270**	788
	21,485	-	2,313	**23,798**	15,040
3(d) General church expenses					
Mission & hospitality	2,686	-	-	**2,686**	1,751
Music	127	-	-	**127**	126
Parish magazine	762	-	-	**762**	944
Office costs (IT, telephone etc)	4,606	-	352	**4,958**	3,261
Presentations	-	-	-	-	769
Organists - fees	100	-	-	**100**	100
Salary of Administrator	8,250	-	-	**8,250**	6,959
Training	6	-	-	**6**	130
Youth work	3,712	-	-	**3,712**	2,401
	20,249	-	352	**20,601**	16,441
TOTAL CHARITABLE ACTIVITIES	**133,880**	-	**6,428**	**140,308**	128,630

4. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Current assets	90,180	6,063	**96,243**
Current liabilities	(7,712)	-	**(7,712)**
	82,468	**6,063**	**88,531**

5. RESTRICTED FUNDS

	Outward Giving	Timothy Fund	Churchyard Wall	Labyrinth Fund	Other Funds	Total Restricted Funds
	£	£	£	£	£	£
B/f 1.1.23	-	487	3,981	676	194	**5,338**
Income	4,076	-	-	-	3,276	**7,352**
Expenditure	(4,076)	-	(1,813)	-	(738)	**(6,627)**
C/f 31.12.23	**-**	**487**	**2,168**	**676**	**2,732**	**6,063**

Outward Giving Funds - Stewardship and collection income restricted for outward charitable giving.
Timothy Fund - Grant fund to help with cases of individual hardship. Fund allocated by Vicar.
Churchyard wall - Gifts towards repair of the churchyard wall.
Labyrinth Fund - The development of a labyrinth and nearby area in the churchyard.
Other Funds - were received for work on the fabric and equipment.

6. UNRESTRICTED FUNDS

	General Fund	Designated Premises Fund	Total Unrestricted Funds
	£	£	£
B/f 1.1.23	74,550	16,785	**91,335**
Income	125,961	-	**125,961**
Expenditure	(134,828)	-	**(134,828)**
Transfers	(10,000)	10,000	-
C/f 31.12.23	**55,683**	**26,785**	**82,468**

General Fund - Funds available for all activities of Christ Church, Ottershaw.
Designated Premises Fund - Fund to help meet expenditure incurred on the church buildings and fabric.

7. DEBTORS	**31.12.23**	31.12.22
	£	£
Within one year		
Income tax recoverable	**881**	1,197
Prepayments and accrued interest	**1,017**	648
Other debtors	**1,192**	550
Over one year		
Prepayments	**-**	-
	3,090	2,395

8. CREDITORS	**31.12.23**	31.12.22
	£	£
Creditors falling due within one year	**7,712**	10,320
	7,712	10,330

9. DIOCESAN PARISH SHARE

The Diocesan Parish Share is our share of the Diocesan expenditure budget. This covers the cost of paying, training and housing the ministry, Diocesan and National costs. Each parish's share is calculated by reference to the number of parishioners (3 year average of usual Sunday attendance), its relative prosperity, and a core ministry cost.
This ensures that the share is spread over all Parishes in the Diocese on a fair basis.
The current system was introduced with effect from January 2019.

10. STEWARDSHIP GIVING PROMISES	**At 31.12.23**		At 31.12.22
	£		£
As at 31st December promises were as follows:		Change	
Annual total promises	**81,617**	17.6%	69,396
Tax recoverable on promises	**19,589**	17.5%	16,669
	101,206	17.6%	86,065
Average £/p **monthly promise** before tax	**£119**	11.2%	£107
Average £/p **yearly promise** before tax	**£1,432**	11.4%	£1,285
% of promises under Gift aid	**96%**		96%

The total number of promises and the analysis by monthly giving (before tax) are as follows:

	Under £25	**£25+**	**£50+**	**£75+**	**£100+**	**£150+**	**£200+**	**£250+**	**Total**
AT 31.12.23	**13**	**8**	**6**	**3**	**9**	**6**	**5**	**7**	**57**
AT 31.12.22	**10**	**12**	**8**	**2**	**8**	**4**	**3**	**7**	**54**

11. REMUNERATION & EXPENSES

Salaries of the p/t Families Worker and the p/t Parish Administrator totalled **£18,907** (2022 £16.031)
Pension contributions totalled **£756** (2022 £641) , but there were no social security contributions.

The following members of the PCC received remuneration or expenses:
Revd Mark Potter - Expenses **£565** (2022 £120)
No other PCC trustees received any remuneration or expenses.

Christ Church Ottershaw
Notes to the financial statements

12. GRANTS TO OTHER ORGANISATIONS					**31.12.23**	31.12.22
Detailed analysis	PCC	Stewardship	Special		**Total**	Total
	£	£	£		**£**	£
OVERSEAS MISSION and AID						
Christian Aid	-	-	263	*CA Week*	**263**	1,242
Church Mission Society	500	-	-		**500**	515
(Link: Chris & Veronica Padayachee)						
Compassion (Link child: Bobi)	80	-	60	*Link child*	**140**	336
DEC Appeal Ukraine	-	-	-		**-**	3,240
Leprosy Mission	-	500	-		**500**	-
Mission Aviation Fellowship	100	-	-		**100**	100
Tear Fund	-	500	431	*Big Quiz*	**931**	1,163
	680	1,000	754		**2,434**	6,596
					50.6%	*72.7%*
HOME MISSION						
Bishop of Guildford Fund	-	-	-		**-**	252
Children's Society	-	-	141	*Boxes*	**141**	-
Children's Society	-	-	45	*Christingle*	**45**	159
Engage (who work with schools)	500	-	-		**500**	500
Friends of Guildford Cathedral	50	-	-		**50**	50
Guildford Dioc Guild of Bellringers	50	-	-		**50**	50
First Schools - Bibles	60	-	670	*School/churc*	**730**	791
Runnymede Deanery Synod - sub	305	-	-		**305**	305
Surrey Churches Preservation Trust	30	-	-		**30**	30
	995	-	856		**1,851**	2,137
					38.5%	*23.5%*
OTHER CHARITIES						
British Legion Poppy Appeal	-	-	338	*Remembrance*	**338**	156
Woking/Sam Beare Hospice	-	-	190	*Lights to R*	**190**	186
	-	-	528		**528**	342
					11.0%	*3.8%*
TIMOTHY FUND	-	-	-		**-**	-
					0.0%	*0.00%*
GRAND TOTAL	1,675	1,000	2,138		**4,813**	9,075
% of income					**£133,313**	£120,904
					3.6%	*7.5%*

13. BROOK MEMORIAL HALL (OTTERSHAW VILLAGE HALL)

Christ Church, Ottershaw granted a 35 year lease on the Brook Memorial Hall to a new charity 'Ottershaw Village Hall' with effect from 1 January 2008.

Christ Church Ottershaw
Trust Funds for the year ended 31st December 2023

				31.12.23		
					Investments	
	1.1.23 Cash C/f	Receipts	Payments	31.12.23 Cash C/f	at market value	**Total Funds**
	£	£	£	**£**	£	**£**
HORA BEQUEST (Charity no 810351)						
45 income shares CBF Investment Fund						
Upkeep of churchyard	412	28		**440**	1,017	**1,457**
MARIE CELESTE BENEFACTION (Charity no 205400)						
45 income shares CBF Investment Fund						
Benefit of sick & poor of Ottershaw	672	28	-	**700**	1,017	**1,717**
SIR JOHN HUMPHREY GRAVE TRUST (Charity no 206773)						
Capital (fomerly £695 2.5% Consolidated Stock) now in cash						
Upkeep of churchyard	1,038	-	-	**1,038**	-	**1,038**
EDITH OLDHAM GRAVE TRUST						
Capital (formerly £98.46 3.5% War Stock) now in cash						
Care of grave and brass	182	-	-	**182**	-	**182**
FLORENCE HICHENS GRAVE TRUST (Charity no 221371)						
258 income shares CBF Investment Fund						
Upkeep of churchyard	1,507	159	(180)	**1,486**	5,832	**7,318**
LILIAN EMILY FLETCHER GRAVE TRUST						
393 income shares CBF Investment Fund						
Upkeep of churchyard	2,705	243	(180)	**2,768**	8,884	**11,652**
AGNES FLETCHER GRAVE TRUST						
18 income shares CBF Investment Fund						
Upkeep of church and churchyard	204	11	-	**215**	407	**622**
	6,720	469	(360)	**6,829**	17,157	**23,986**

Note

The Guildford Diocesan Board of Finance are trustees of "Florence Hichens Grave Trust"

The Vicar and churchwardens of Christ Church Ottershaw are trustees of all the other trust funds.

The capital of both the John Humphrey Trust and the Edith Oldham Grave Trust have been repaid and are currently held in cash.

INCOME	**1998**	**1999**	**2000**	**2001**	**2002**	**2003**	**2004**	**2005**	**2006**	**2007**
STEWARDSHIP	58,421	61,816	62,263	70,437	68,538	68,209	72,617	69,976	70,986	72,777
COLLECTIONS	4,289	3,956	4,141	4,326	3,952	4,377	3,923	3,055	3,259	3,151
LEGACY							6,000	21,500		1,000
CAPITAL		24,331								
OTHER	13,623	17,748	20,868	15,993	17,597	21,689	28,724	21,843	12,311	20,811
Income	**76,333**	**107,851**	**87,272**	**90,756**	**90,087**	**94,275**	**111,264**	**116,374**	**86,556**	**97,739**
RESERVES			14,458			7,501			8,562	
INCOME	£76,333	£107,851	£101,730	£90,756	£90,087	£101,776	£111,264	£116,374	£95,118	£97,739
HOW THIS WAS ALLOCATED										
PARISH	32,137	31,399	58,046	39,135	38,353	52,007	41,801	35,812	39,001	33,697
DIOCESAN QUOTA	27,357	30,142	32,209	34,969	37,655	39,048	40,817	42,432	44,908	50,297
DONATIONS	12,704	12,059	11,475	13,217	11,090	10,721	12,142	14,861	11,209	12,107
EXPENDITURE	**72,198**	**73,600**	**101,730**	**87,321**	**87,098**	**101,776**	**94,760**	**93,105**	**95,118**	**96,101**
RESERVES	3,135	34,251		3,435	2,989		16,504	23,269		1,638
	£75,333	£107,851	£101,730	£90,756	£90,087	£101,776	£111,264	£116,374	£95,118	£97,739

2008	2009	2010	2011	2012	2013	2014	2015	% of total ----	% change
70,218	68,147	79,806	73,640	78,149	78,367	77,643	83,964	61.4%	
2,728	3,219	4,598	5,015	4,866	6,544	5,771	9,243	6.8%	
				11,727		2,000			
27,971	16,031	20,523	21,607	35,092	30,557	14,795	36,087	26.4%	
100,917	**87,397**	**104,927**	**100,262**	**129,834**	**115,468**	**100,209**	**129,294**		
9,597	10,307				623		7,423	5.4%	
£110,514	£97,704	£104,927	£100,262	£129,834	£116,091	£100,209	£136,717	100.0%	
45,043	32,750	34,009	32,438	34,026	44,909	48,728	61,966	45.3%	
56,332	59,112	58,647	60,330	61,586	62,566	63,937	64,751	47.4%	
9,139	5,842	8,061	7,486	6,509	8,616	7,951	10,000	7.3%	
110,514	**97,704**	**100,717**	**100,254**	**102,121**	**116,091**	**120,616**	**136,717**		
		4,210	8	27,713				0.0%	
£110,514	£97,704	£104,927	£100,262	£129,834	£116,091	£120,616	£136,717	100.0%	

Independent Examiner's Report to the Parochial Council of Chri

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershav accounts for the year ended 31 December 2023, as set out on pages 14 to 21.

Respective responsibilities of trustees and examiner The charity's trustees are respons accounts. The charity's trustees consider that an audit is not required for this year under s 2011 ("the Charities Act") and that an independent examination is needed.
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 Commi the Charities Act, and
- to state whether matters have come to my attention

Basis of independent examiner's statement My examination was carried out in accorda by the Charity Commission. An examination includes a review of the accounting records I comparison of the accounts presented with those records. It also includes consideration disclosures in the accounts and seeking explanations from the trustees concerning any s undertaken do not provide all the evidence that would be required in an audit, and consec whether the accounts present a 'true and fair view' and the report is limited to those matt

Independent examiner's statement In connection with my examination, no matter has (1) which gives me reasonable cause to believe that in any material respects the requirem
* 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 ac Charities Act;
have not been met: or
(2) to which, in my opinion, attention should be drawn in order to enable a proper underst reached.

Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales - Charity number 1134029

Accounts

Christ Church, Ottershaw

Loving, growing, serving in Jesus' name

The Parochial Church Council of the Ecclesiastical Parish of Ottershaw (Charity no 1134029)
Guildford Road, Ottershaw, KT16 0PB

ANNUAL REPORT
and
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2022

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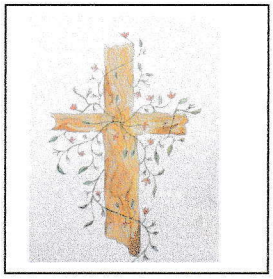
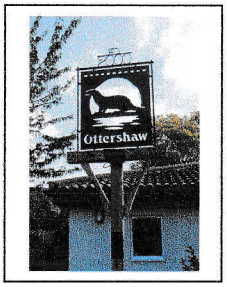
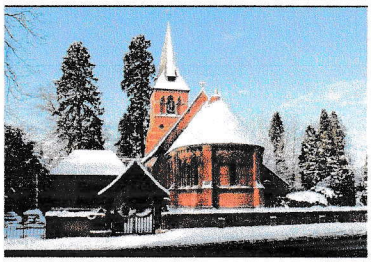
Vicar	From 22.9.22 Revd Mark Potter
Independent Examiner	Michelle H Matthews 13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Christ Church, Ottershaw – Annual Report







Christ Church Parochial Church Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw.

As a church, we want to provide a warm welcome, a sense of community and care in times of need. We want Christ Church to be a place where people can worship together, grow in their faith and learn to share that faith with others. We are committed to working with the community and with other churches in the South Runnymede area.

Christ Church is part of the Church of England

Christ Church PCC is registered as Charity No 1134029 and its PCC members are Charity Trustees.

Christ Church PCC is also responsible for the maintenance of the church buildings and grounds. It leases the Village Hall (Brook Hall) to a village trust.

Parochial Church Council membership

Members of the PCC are either ex-officio or elected according to Church Representation Rules at the Annual Church Meeting, normally held in April each year.

In 2022-2023 the following were members:

Clergy	Revd Mark Potter (from 22 September 2022)	
Church Wardens	Mrs Denise Williams and Mr Bob Scott	
Deanery Synod Reps	Mrs Olivia Towie (Deputy Warden) and Mr Stuart Logan	
Licenced Lay Minister	Mr Nigel Perryman	
Elected (9)	Mrs Josephine Arengo-Jones	Mr Dan Pearson
	Mrs Geralyn Logan (Secretary)	Mrs Linda Lyons

Elected cont	Mrs Rachel Masters	Mrs Lesley Matthews
	Mr Stuart Logan	Dr David North-Coombes
	Mr Roger Pashley (Treasurer)	
In attendance	Miss Monica Hall (Families worker)	

Other Officers and posts

Rev Brian Seymour (Retired Minister) ..... .
Mrs Geralyn Logan (Safeguarding Officer.) Mrs Sheila Binns (Archivist)
Mr Hugh Towie (Tree Warden) Mr Roger Pashley (Electoral Roll Officer)
Mr Bill Matthews and Mrs Denise Williams (Village Hall representatives)

The PCC met 6 times between April 2022 and March 2023 with an average attendance of 10 members, being 73% of the membership (last year 12 members & 86% of membership)

Other Committees

The following committees are responsible for planning and carrying out work in the parish and reporting to the PCC

Standing Committee Chair: Revd Mark Potter
This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to directions given by the PCC. It also took on the role of the Vacancy Management Committee prior to September 2022.

Mission Committee Chair: vacant
This committee encourages knowledge, vision and involvement by members of Christ Church in the world wide mission of the church. It supports and learns from Christians in the wider world in evangelism and issues of poverty, justice and peace.

Finance Committee Chair: Mr. Roger Pashley
This committee is responsible for reviewing and monitoring financial policies including outward giving. It reviews and monitors the annual budget and assists the Treasurer with stewardship and the financial management of the parish.

Premises Committee Chair: Mr Geoff Sheehan
This committee is responsible for the care and maintenance of the church building, its contents and the graveyard.

Fundraising and Social Team Committee (FAST) Chair: Lesley Matthews
This committee is responsible for organising social and fundraising events.

Annual Report 2022

Vicar's Report

I am sure that everyone will agree that it is so good to get back to some semblance of normality, having been through a global pandemic with all the ramifications that this had for church life all over the world. By January 2022 Christ Church was facing the much smaller, while not insignificant, challenge of an interregnum. Prior to my ordination, I was on a PCC going through the recruitment process during a vacancy, and so have a great deal of empathy with how much work this takes. Meticulously working extra necessary hours to get the parish profile paperwork and other aspects of the process completed is no mean feat. I feel this is worth mentioning and, whilst I am sure this has already happened, a huge thank must be said to our Churchwardens Bob and Denise, our PCC and our staff members Monica and Chloe who not only enabled the recruitment process to be relatively smooth, but also kept the church going and functioning effectively without the oversight of an incumbent. It should also be noted that thanks must go to Brian Seymour, Nigel Perryman and Sarah Vullo and the many visiting clergy who led services in their different capacities from January to September 2022.

The church advertised the role in March 2022 and the interview process happened on 23rd and 24th May 2022. There were four candidates who met different church representatives and were interviewed over two days. Suffice to say, I was delighted to be appointed. My family and I moved into the village at the end of August 2022 and I was installed by Bishop Jo Bailey-Wells on 22nd September.

Communion Cups

Since coming there have been a few practical things I have sought to address, some of which are in the process of being completed.

First, having been through the difficulties of the pandemic, like many churches I wanted to get individual communion cups for the congregants so as to reduce the risk of pathogens being transferred by the common cup or by intinction. I also made the point during my appeal to the PCC, that while intinction is relatively safe, it certainly could not be considered drinking. After, much deliberation on the subject and the several pages I submitted on the theology and legality of this issue, the PCC passed a motion to use multiple cups. It is worth mentioning that the serious care the PCC took over their decision was notable and I am grateful for their assiduous approach to a subject of much gravity. Thanks must also be given to Kit Duffy and the Woking Men's Shed who made the excellent cup holders for us at a very low price.

Card Reader

In order to bolster giving during the different festival times and on a week-by-week basis, we purchased a card reader for church donations as it seems much

more common for people not to carry cash. I had seen this done with huge success in other churches. This has been less successful at Christ Church; however, with a few adjustments, I am optimistic that we can benefit from this addition.

Website

It became clear to me that the website was getting a little old in style and did not present as a site that would draw in young families or even new congregants of any age. I am very grateful to Adam Creen who has been immensely helpful in updating the website and has shown understanding in what I think we need in terms of a new window into the life of Christ Church. We have given the new website project to a designer who is currently building this for us. In total this will cost around £800 which is a very good price indeed. These things take much longer than I anticipated and church sites, if they are done well, are quite complicated due to the number of different areas that are represented, and the number of different ways one can navigate the site to access those areas. Nevertheless, I am pleased with the progress thus far.

PCC Meetings

I have little to report here as I only chaired four PCC meetings since being appointed. I would say that PCC have welcomed me with great support and kindness. Thanks must go to Bob Scott for chairing the PCC for the yearlong interregnum. I would also like to give thanks for the time, care and precision given by Roger Pashley in his role as treasurer and particularly the support he has given me since my installation.

My intention is to have a PCC away day around July 2023 to pray and seek God for a potential new vision and direction for the church in this new season.

Worship and Discipleship

Since returning to the church building in late 2021, we have continued to worship with our regular 9am and 10.30am services and our monthly Messy Church.

In terms of Sunday services, my priority is to create a space in which people can freely worship Jesus and hear the gospel being preached. The 9am is more traditional and liturgical. My intention is to eventually include organ led hymns at one more of these services per month. Thus eventually two 9am services per month will have singing. It is worth mentioning that I feel it is right to keep the 9am service in the traditional style that we currently have.

Regarding the 10.30am service, this has been more contemporary in style. As you will read in Adam's report, we have tried to introduce a few new songs. I appreciate learning new songs can be tricky at times, I will only introduce a new song if I feel it will benefit us in our worship. I also appreciate that this needs to be done gently and gradually. I would love to expand our number of musicians

and singers as having a slightly bigger band could also enhance the worship. Thanks to Adam for all his expertise and support in this.

When I arrived, I felt it would be right to do a very small sermon series entitled "Close Encounters With Jesus". I wanted to start my journey at Christ Church emphasising our need to be anchored by the truth of God's overwhelming love for each of us shown in the person of Jesus. Following this as Christmas and the end of the year approached, we used the lectionary.

I have advertised and asked parishioners whether they would like to be part of a homegroup commencing in Lent 2023, so far, the response has been varied, but I am optimistic that I will get and increase in numbers as the time approaches. I am currently looking at using a study on either the book of Philippians or Daniel.

The Remembrance parade service went very well with many of our village uniformed groups in attendance and a well observed 2 minutes silence at the war memorial. The special Christmas services were a great success with and average attendance of 73. Naturally, my desire is that we see those numbers more regularly.

In terms of church growth, I was struck by the idea that authentic growth comes from flourishing discipleship. So, church growth has to be organic not mechanical, it has to be a move of the Spirit within the body of believers, rather than simply working out how we can get people on the outside into our building. I am sure the latter will happen as we grow together in faith. "So neither the one who plants nor the one who waters is anything, but only God, who makes things grow." 1 Corinthians 3:7

I am currently considering whether it is right to start a monthly Wednesday Worship evening. This would be a more contemporary charismatic style with modern worship and prayer but no sermon.

I am also giving some thought to the viability of a midweek morning communion service in church. This would be a simple 30-minute morning service with a very short bible reflection, followed by coffee and tea in the parish rooms.

Schools, Youth and Children's work

Whilst church attendance from children and young families seems to be dwindling throughout the country post-covid, there are still many things to be thankful for. In April there was a holiday club, with 20 children hearing the Easter story and gospel message.

Messy Church is going well and numbers seem to fluctuate here but there is a core group of families who attend.

I have really enjoyed re-establishing and developing our links with the school. Monica and I go in to the schools to do an assembly once week with either the juniors or the infants, or sometimes both together. Each week they hear a Christian message about the God who loves them as we explore and unpack a bible story. The assemblies are interactive with lots of sharing ideas with each other (they get rather loud, but it is wonderful.) The school have also been into

church for some lessons on articles of worship as well as having their Christmas service in church.
Noah's Ark has around 27 children looking at a bible story and reflecting on this. Occasionally there will also be time for personal prayer and listening to God in "chat and catch".
Xtreme club is a little bit like Noah's Ark but has a more fluid feel with children coming and going. Personally I would love them to be able to find a room with less traffic as this could be distracting to the young people.
Youth groups are going well, running on Monday and Tuesday evenings with a total of 67 children in attendance. Many thanks to Mandi Adams and her team for making all these things possible.

Premises
It has been rather unfortunate that the list of repairs needed has steadily increased this year. Blocked toilets and sinks were the minor tip of the iceberg with more serious issues presenting themselves in the cess pool and church graveyard wall and gate at Cross Lane.
The cess pool has had water draining into it as a result of the gradual degradation of the waste pipe. Thus, we have had to have it emptied more often which is not a cheap endeavour and it takes time. We will need this to be properly looked at and mended which will not be cheap.
The wall at cross lane has been looked at by an architect. The rebuild will be very expensive and we will need a fundraising campaign to address this issue and that of the cess pool. I will be speaking to Lesley Matthews about this in due course.

Community, Social and Fundraising events
It has been wonderful to see CAMEO very full most weeks since it reopened after the pandemic. Numbers are now reportedly at a pre-covid level of around 50. Thanks to Brian Seymour and Mary Pashley for all their hard work on these mornings.
The Harvest Supper in October, the Tear Fund quiz in November and the Christmas Fair were wonderful events. Thank you to Lesley and the many volunteers who these events so successful.
Earlier on in the year around February 2022 Christ Church had a collection which raised a substantial amount of money for Ukraine. This giving is included in Roger's financial report.
We also continue to financially support Bobi and the Padayachee family in their mission work in serving God and bringing the gospel to so many who need this truth.

Safeguarding
Safeguarding is at the heart of the gospel protecting the vulnerable and ensuring that people are not put in harm's way is a very necessary and practical

expression of God's love for those in our church and our community. Safeguarding continues to be an agenda item on the PCC for all meetings and Geralyn is vigilant and organised in insisting that volunteers and staff have full DBS checks done and have completed the relevant safeguarding training.

And finally

I would like to say a personal thank you to everyone at Christ Church. My first few months has been challenging in a great many ways, but also a real blessing. God does provide emphatically. My family and I have been welcomed with great kindness and love. As vicar of this parish, thank you to you all. You give so much of time, energy and financial donations so that we can be here as the body of Christ in Ottershaw loving each other and loving our community.

" so in Christ we, though many, form one body, and each member belongs to all the others. We have different gifts, according to the grace given to each of us. If your gift is prophesying, then prophesy in accordance with your[a] faith; if it is serving, then serve; if it is teaching, then teach; if it is to encourage, then give encouragement; if it is giving, then give generously; if it is to lead,[b] do it diligently; if it is to show mercy, do it cheerfully." Romans 12:5-8

Revd Mark Potter Chair Christ Church Parochial Church Council March 2022

Financial Report 2022

Christ Church ended the 2022 financial year with a deficit **of £7,726** (compared with a deficit of £1,934 in 2021). Total income was **£120.904** and expenditure **£128,630**.

Stewardship income was slightly down due to loss of members, but this was partly offset by grants from the Guildford Diocese and additional special collections. Expenditure was up mainly due to the increase in the Parish Share, increased activity following the reduction in covid restrictions and the rise in gas and electricity prices.

The Stewardship Scheme, funding 71% of our income, continued to be the mainstay of our finances. We remain extremely grateful for the support from our parishioners who contribute the **54** promises each year. With an average individual annual promise of **£1,285** (plus a further tax recovery) it can be seen that there is a real commitment from our members for our work at Christ Church, Ottershaw. It is also worth noting that 92% of stewardship income is given under Gift Aid, resulting in a tax refund of over £16,000 each year. About half of our promises are now through the Parish Giving Scheme, our preferred method of giving to the church.

The 'Diocesan Parish Share' at £76,956 is our largest item of expenditure. This covers our Share of Diocesan/National Church services plus the cost of our full-time Vicar (Salary, NI, pension, housing, training etc).

We continue to invest in work with young children and families (Sunday teaching, School clubs, Messy Church, Holiday Club, Toddler Group and Youth clubs) and employ a part-time Families worker post (Monica Hall) as well as getting considerable support from many church volunteers.

As a result of our special collections we have been able to maintain a significant contribution towards the wider mission of the church both home and overseas and in 2022 we donated £9,075 or 7.8% of our income to charity. Major recipients included the DEC Ukraine Appeal, the Church Missionary Society (helping our link missionary Chris Padayachee), TEAR Fund, Christian Aid, the Salvation Army (Food bank) and ENGAGE (who help with schools work).

The Church Annual Budget continues to be challenging with a slightly smaller church membership and expenditure increasing as a result of severe inflation, with the consequence that we are anticipating a possible deficit of **around £16,000 in 2023.** We do, however, have a good level of Reserves. which at 31 December 2022, were **£96,673** (2021 £104,389). This is held in cash funds mainly on deposit with the Central Board of Finance of the Church of England and Cambridge & Counties Bank.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102.

We are grateful to Michelle Matthews, who has continued to be our Independent Examiner, in addition to running an accounting business and being a Church Treasurer herself. We also thank those who assisted with the management and preparation of the accounting records.

Reserve Policy

The Finance Committee of the PCC conducts an annual review of the level of reserves by considering risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be made of the level of reserves that are sufficient to continue to meet its objectives.

Risks and issues considered in making this judgement included:

- The over dependence on any single source of income or likelihood of downturn in income
- The period of time required to re-establish income streams or downsize activities
- The adequacy of control over budgets
- The requirement for a reasonable level of working capital

The PCC has agreed that we should hold unrestricted funds equal to at least **a minimum of six months budgeted unrestricted expenditure.**

The unrestricted reserve as at 31 December 2022 was **£91,335** represented 9 months worth of budgeted unrestricted expenditure.

The PCC has in addition restricted funds totalling **£5,338**. The purpose of these restricted funds is detailed in note 5 in the annual financial statements.

Roger Pashley FCA, - Treasurer of Christ Church Parochial Church Council

Independent Examiner's Report to the Parochial Church Council of Christ Church Ottershaw

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershaw (Charity no 1134029) on the accounts for the year ended 31 December 2022, as set out on pages 11 to 18.

Respective responsibilities of trustees and 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.

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 matters have come to my attention

Basis of independent examiner's statement

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 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 respects 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 Act;

have not been met: or

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

.

Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Christ Church Ottershaw
Statement of Financial Activities for the year ended 31st December 2022

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	Year end 31.12.22 Total £	Year end 31.12.21 Total £
INCOME						
Donations and legacies	2(a)	95,485	-	7,327	**102,812**	103,689
Charitable activities	2(b)	12,969	-	-	**12,969**	8,650
Other trading activities	2(c)	2,563	-	931	**3,494**	3,667
Investments	2(d)	976	-	-	**976**	424
Other	2(e)	653	-	-	**653**	140
TOTAL INCOME		**112,646**	**-**	**8,258**	**120,904**	116,570
EXPENDITURE						
Raising funds		-	-	-	-	-
Charitable activities	3					
Grants		1,707	-	7,368	**9,075**	9,912
Ministry		88,074	-	-	**88,074**	84,606
Fabric		14,665	-	375	**15,040**	10,352
General		15,926	-	515	**16,441**	13,634
		120,372	-	8,258	**128,630**	118,504
TOTAL EXPENDITURE		**120,372**	-	**8,258**	**128,630**	118,504
NET INCOME (EXPENDITURE) and NET MOVEMENT IN FUNDS		(7,726)	-	-	**(7,726)**	(1,934)
RECONCILIATION OF FUNDS						
FUNDS BROUGHT FORWARD 1st January 2022		82,276	16,785	5,338	**104,399**	106,333
FUNDS CARRIED FORWARD 31st December 2022		**74,550**	**16,785**	**5,338**	**96,673**	104,399

Christ Church Ottershaw
Balance Sheet as at 31st December 2022

	Notes	As at 31.12.22 £	£	As at 31.12.21 £	£
NET ASSETS					
CURRENT ASSETS					
Debtors	7	**2,395**		5,222	
Short-term deposits		**92,999**		95,882	
Cash at bank and in hand		**11,599**		10,606	
		106,993		111,710	
DEDUCT LIABILITIES FALLING DUE WITHIN ONE YEAR					
Creditors: Falling due within 1 year	8	**(10,320)**		(7,311)	
NET ASSETS			**96,673**		104,399
			96,673		104,399
PARISH FUNDS					
RESTRICTED FUNDS	5				
TIMOTHY		**487**		487	
OTHER		**4,851**		4,851	
			5,338		5,338
UNRESTRICTED FUNDS	6				
GENERAL FUND		**74,550**		82,276	
PREMISES MAINTENANCE		**16,785**		16,785	
			91,335		99,061
			96,673		104,399

Approved by the Parochial Church Council on 15th March 2023 and signed on its behalf by:

Revd Mark Potter
Chair

Roger L Pashley FCA
Honorary Treasurer

The notes on pages 13 to 18 form part of these financial statements

1. ACCOUNTING POLICIES

Accounting conventions

1. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, "Accounting and Reporting by Charities and applicable accounting standard FRS102".

2. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

3. The funds of the PCC are divided into:
Restricted funds which are restricted by donors for specific purposes, and
Unrestricted funds available for the general purposes of the PCC
Designated funds which are set aside by the PCC from unrestricted funds for specific purposes.
Details of the restricted and designated funds are set out in notes 5 and 6.

Income

4. Donations and legacies are accounted for when received.
5. Tax refunds are recognised when the incoming resource to which they relate is received.
6. Other income is accounted for when due and receivable.

Expenditure

7. Grants and donations are accounted for in the year in which they are approved.
8. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

9. Consecrated and beneficed property is not included in the accounts in accordance with section 10(2) (a) and (c) of the Charities Act 2011
10. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
11. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement is written off.
12. Other fixtures ,fittings and office equipment is written off in the period in which the asset is acquired.
13. Investments are shown at market value at 31 December.

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.22 Total	31.12.21 Total
	£	£	£	£	£
2. INCOME					
2(a) Donations and legacies					
Stewardship	69,172	-	375	**69,547**	73,177
Income tax recoverable	15,599	-	1,042	**16,641**	17,117
	84,771	-	1,417	**86,188**	90,294
Collections at Services	1,704	-	229	**1,933**	1,148
Special collections	-	-	5,448	**5,448**	4,173
Grants from Guildford Diocese	2,000	-	-	**2,000**	-
Grant from Furlough Scheme	-	-	-	-	3,330
Other donations	4,502	-	-	**4,502**	2,853
Other income tax (mainly related to the small donation scheme & special collections)	2,508	-	233	**2,741**	1,891
	95,485	-	7,327	**102,812**	103,689
2(b) Charitable activities					
Magazine sales	773	-	-	**773**	778
Parish Centre lettings	4,142	-	-	**4,142**	3,110
Fees	3,485	-	-	**3,485**	3,457
Youth clubs/groups	4,354	-	-	**4,354**	1,283
Other	215	-	-	**215**	22
	12,969	-	-	**12,969**	8,650
2(c) Other trading activities					
Fund-raising events	2,563	-	931	**3,494**	3,667
	2,563	-	931	**3,494**	3,667
2(d) Investments					
Interest on deposits	976	-	-	**976**	424
2(e) Other					
Sundry income	653	-	-	**653**	140
Insurance recovery	-	-	-	-	-
	653	-	-	**653**	140
TOTAL INCOME	**112,646**	-	**8,258**	**120,904**	116,570

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.22 Total	31.12.21 Total
	£	£	£	£	£
3. EXPENDITURE on CHARITABLE ACTIVITIES					
3(a) Grants to other organisations					
Overseas mission and aid	772	-	5,824	**6,596**	4,464
Home mission	935	-	1,202	**2,137**	2,694
Other charities	-	-	342	**342**	2,704
Timothy fund (see note 5)	-	-	-	-	50
	1,707	-	7,368	**9,075**	9,912
3(b) Ministry					
Diocesan parish share (this includes Vicar's salary, NI etc)	76,956	-	-	**76,956**	74,084
Salary of Families worker	9,715	-	-	**9,715**	10,377
Clergy expenses & recruitment costs	1,403	-	-	**1,403**	145
	88,074	-	-	**88,074**	84,606
3(c) Fabric					
Church maintenance	3,796	-	375	**4,171**	3,008
Insurance and rates	3,300	-	-	**3,300**	3,172
Light and heat	6,209	-	-	**6,209**	3,124
Organ tuning and maintenance	572	-	-	**572**	301
Vicarage maintenance	788	-	-	**788**	747
	14,665	-	375	**15,040**	10,352
3(d) General church expenses					
Mission & hospitality	1,751	-	-	**1,751**	862
Music	126	-	-	**126**	110
Parish magazine	944	-	-	**944**	945
Office costs (IT, telephone etc)	3,261	-	-	**3,261**	3,117
Presentations	254	-	515	**769**	1,435
Organists - fees	100	-	-	**100**	90
Salary of Administrator	6,959	-	-	**6,959**	6,111
Training	130	-	-	**130**	-
Youth work	2,401	-	-	**2,401**	964
	15,926	-	515	**16,441**	13,634
TOTAL CHARITABLE ACTIVITIES	**120,372**	-	**8,258**	**128,630**	118,504

4. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Current assets	101,655	5,338	**106,993**
Current liabilities	(10,330)	-	**(10,330)**
	91,325	**5,338**	**96,663**

5. RESTRICTED FUNDS

	Outward Giving	Timothy Fund	Churchyard Wall	Labyrinth Fund	Presentation	Other Funds	Total Restricted Funds
	£	£	£	£	£	£	£
B/f 1.1.22	-	487	3,981	676	-	194	**5,338**
Income	7,368	-	-	-	515	375	**8,258**
Expenditure	(7,368)	-	-	-	(515)	(375)	**(8,258)**
C/f 31.12.22	**-**	**487**	**3,981**	**676**	**-**	**194**	**5,338**

Outward Giving Funds - Stewardship and collection income restricted for outward charitable giving.
Timothy Fund - Grant fund to help with cases of individual hardship. Fund allocated by Vicar.
Churchyard wall - Gifts towards repair of the churchyard wall.
Labyrinth Fund - The development of a labyrinth and nearby area in the churchyard.
Presentation collections
Other Funds - were received for work on the fabric and equipment.

6. UNRESTRICTED FUNDS

	General Fund	Designated Premises Fund	Total Unrestricted Funds
	£	£	£
B/f 1.1.22	82,276	16,785	**99,061**
Income	112,646	-	**112,646**
Expenditure	(120,372)	-	**(120,372)**
Transfers	-	-	-
C/f 31.12.22	**74,550**	**16,785**	**91,335**

General Fund - Funds available for all activities of Christ Church, Ottershaw.
Designated Premises Fund - Fund to help meet expenditure incurred on the church buildings and fabric.

7. DEBTORS	31.12.22 £	31.12.21 £
Within one year		
Income tax recoverable	**1,197**	4,413
Prepayments and accrued interest	**648**	434
Other debtors	**550**	375
Over one year		
Prepayments	**-**	-
	2,395	5,222

8. CREDITORS	31.12.22 £	31.12.21 £
Creditors falling due within one year	**10,330**	7,311
	10,330	7,311

9. DIOCESAN PARISH SHARE

The Diocesan Parish Share is our share of the Diocesan expenditure budget. This covers the cost of paying, training and housing the ministry, Diocesan and National costs. Each parish's share is calculated by reference to the number of parishioners (3 year average of usual Sunday attendance), its relative prosperity, and a core ministry cost.
This ensures that the share is spread over all Parishes in the Diocese on a fair basis.
The current system was introduced with effect from January 2019.

10. STEWARDSHIP GIVING PROMISES	At 31.12.22 £	Change	At 31.12.21 £
As at 31st December promises were as follows:			
Annual total promises	**69,396**	0.1%	69,356
Tax recoverable on promises	**16,669**	2.2%	16,314
	86,065	0.5%	85,670
Average £/p **monthly promise** before tax	**£107.09**	5.6%	£101.40
Average £/p **yearly promise** before tax	**£1,285.11**	3.8%	£1,238.50
% of promises under Gift aid	**96%**		92%

The total number of promises and the analysis by monthly giving (before tax) are as follows:

	Under £25	£25+	£50+	£75+	£100+	£150+	£200+	£250+	Total
AT 31.12.22	**10**	**12**	**8**	**2**	**8**	**4**	**3**	**7**	**54**
AT 31.12.21	10	12	8	5	8	4	2	7	56

11. REMUNERATION & EXPENSES

Salaries of the p/t Families Worker and the p/t Parish Administrator totalled £16,031 (2021 £15,854)
Pension contributions totalled £641 (2021 £614) , but there were no social security contributions.

The following members of the PCC received remuneration or expenses:
Revd Dr Sandra Faccini - Expenses £- (2021 £145)
Revd Mark Potter - Expenses £120
No other PCC trustees received any remuneration or expenses.

12. GRANTS TO OTHER ORGANISATIONS

Detailed analysis	PCC £	Stewardship £	Special £		31.12.22 Total £	31.12.21 Total £
OVERSEAS MISSION and AID						
Christian Aid	-	-	1,242	*CA Week*	**1,242**	1,380
Christian Aid	-	-	-	*Other*	**-**	1,527
Church Mission Society (Link: Chris & Veronica Padayachee)	500	-	15	*Other*	**515**	534
Compassion (Link child: Bobi)	172	-	164	*Link child*	**336**	336
DEC Appeal Ukraine	-	-	3,240		**3,240**	-
Leprosy Mission	-	-	-		**-**	625
Mission Aviation Fellowship	100	-	-		**100**	100
Tear Fund	-	-	1,163	*Big Quiz*	**1,163**	62
	772	-	5,824		**6,596**	4,464
					72.7%	*45.0%*
HOME MISSION						
Bishop of Guildford Fund	-	-	252	*Vicar Service*	**252**	-
Children's Society	-	-	-	*Boxes*	**-**	141
Children's Society	-	-	159	*Christingle*	**159**	103
Engage (who work with schools)	500	-	-		**500**	500
Friends of Guildford Cathedral	50	-	-		**50**	50
Guildford Dioc Guild of Bellringers	50	-	-		**50**	50
First Schools - Bibles	-	-	791	*School/churc*	**791**	660
Runnymede Deanery Synod - sub	305	-	-		**305**	235
Salvation Army	-	-	-		**-**	925
Surrey Churches Preservation Trust	30	-	-		**30**	30
	935	-	1,202		**2,137**	2,694
					23.5%	*27.2%*
OTHER CHARITIES						
British Legion Poppy Appeal	-	-	156	*Remembrance*	**156**	299
Ottershaw Schools	-	-	-	*Laptops*	**-**	663
Woking/Sam Beare Hospice	-	-	-	*Spon walk*	**-**	1,502
Woking/Sam Beare Hospice	-	-	186	*Lights to R*	**186**	240
	-	-	342		**342**	2,704
					3.8%	*27.3%*
TIMOTHY FUND	-	-	-		**-**	50
					0.0%	*0.50%*
GRAND TOTAL	1,707	-	7,368		**9,075**	9,912
% of income					**£120,904** ***7.5%***	£116,570 *8.5%*

13. BROOK MEMORIAL HALL (OTTERSHAW VILLAGE HALL)

Christ Church, Ottershaw granted a 35 year lease on the Brook Memorial Hall to a new charity 'Ottershaw Village Hall' with effect from 1 January 2008.

Christ Church Ottershaw
Trust Funds for the year ended 31st December 2022

	1.1.22 Cash C/f £	Receipts £	Payments £	31.12.22 Cash C/f £	31.12.22 Investments at market value £	Total Funds £
HORA BEQUEST (Charity no 810351)						
45 income shares CBF Investment Fund						
Upkeep of churchyard	384	28		**412**	929	**1,341**
MARIE CELESTE BENEFACTION (Charity no 205400)						
45 income shares CBF Investment Fund						
Benefit of sick & poor of Ottershaw	644	28	-	**672**	929	**1,601**
SIR JOHN HUMPHREY GRAVE TRUST (Charity no 206773)						
Capital (fomerly £695 2.5% Consolidated Stock) now in cash						
Upkeep of churchyard	1,038	-	-	**1,038**	-	**1,038**
EDITH OLDHAM GRAVE TRUST						
Capital (formerly £98.46 3.5% War Stock) now in cash						
Care of grave and brass	182	-	-	**182**	-	**182**
FLORENCE HICHENS GRAVE TRUST (Charity no 221371)						
258 income shares CBF Investment Fund						
Upkeep of churchyard	1,348	159	-	**1,507**	5,163	**6,670**
LILIAN EMILY FLETCHER GRAVE TRUST						
393 income shares CBF Investment Fund						
Upkeep of churchyard	2,855	240	(390)	**2,705**	8,114	**10,819**
AGNES FLETCHER GRAVE TRUST						
18 income shares CBF Investment Fund						
Upkeep of church and churchyard	193	11	-	**204**	372	**576**
	6,644	466	(390)	**6,720**	15,507	**22,227**

Note

The Guildford Diocesan Board of Finance are trustees of "Florence Hichens Grave Trust"

The Vicar and churchwardens of Christ Church Ottershaw are trustees of all the other trust funds.

The capital of both the John Humphrey Trust and the Edith Oldham Grave Trust have been repaid and are currently held in cash.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales - Charity number 1134029

Accounts

Christ Church, Ottershaw

Loving, growing, serving in Jesus' name

The Parochial Church Council of the Ecclesiastical Parish of Ottershaw (Charity no 1134029)
Guildford Road, Ottershaw, KT16 0PB

ANNUAL REPORT
and
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2021

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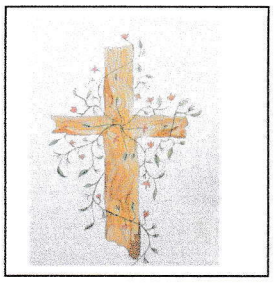
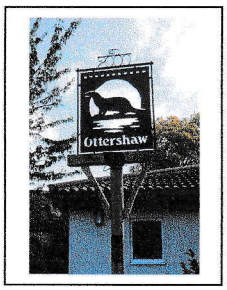
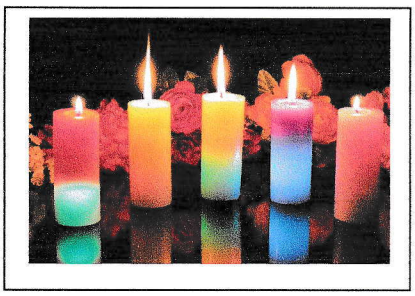
9 Independent Examiner's Report
10 Statement of Financial Activities
11 Balance Sheet
12 Notes to the financial statements
18 Trust Funds
See separate document for Group Reports

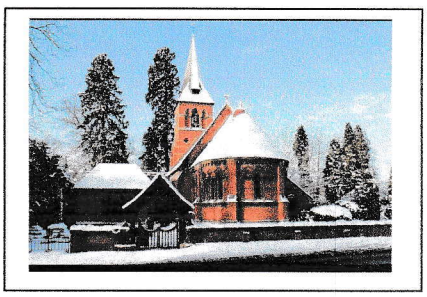
Vicar	**To 30.9.21** - The Revd. Dr Sandra Faccini **From October** - Vacancy
Independent examiner	Michelle H Matthews 13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Christ Church, Ottershaw – Annual Report









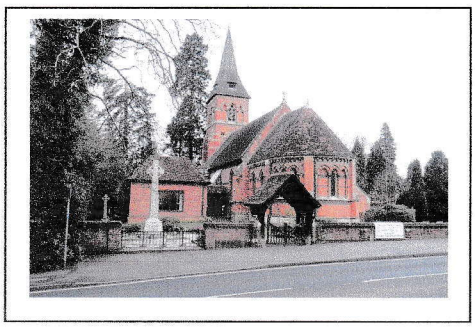
Christ Church Parochial Church Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw.

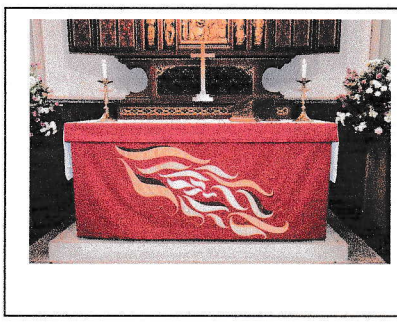
As a church, we want to provide a warm welcome, a sense of community and care in times of need. We want Christ Church to be a place where people can worship together, grow in their faith and learn to share that faith with others. We are committed to working with the community and with other churches in the South Runnymede area.

Christ Church is part of the Church of England

Christ Church PCC is registered as Charity No 1134029 and PCC members are Charity Trustees.

Christ Church PCC is also responsible for the maintenance of the church buildings and grounds. It leases the Village Hall (Brook Hall) to a village trust.





Parochial Church Council membership

Members of the PCC are either ex-officio or elected according to Church Representation Rules at the Annual Church Meeting, normally held in April each year.

In 2021-2022 the following were members:

Clergy	Currently Vacant, Revd Dr Sandra Faccini (until 30 Sept 2020)	
Church Wardens	Mrs Roz Smith and Mr Bob Scott	
Deanery Synod Reps	Mrs Olivia Towie (Deputy Warden) and Mrs Lesley Matthews	
Licenced Lay Minister	Mr Nigel Perryman	
Elected (9)	Mrs Josephine Arengo-Jones	Mr Dan Pearson
	Mrs Geralyn Logan (Secretary)	Mrs Rachel Masters
	Miss Gaynor Newbery	Mrs Anne Ruby
	Mr Roger Pashley (Treasurer)	Mr Geoff Sheehan
	Mrs Denise Williams (Deputy Warden)	
In attendance	Miss Monica Hall (Families worker)	

Other Officers and posts

Rev Brian Seymour (Retired Minister) ..... .
Mrs Geralyn Logan (Safeguarding Officer.) Mrs Sheila Binns (Archivist)
Mr Hugh Towie (Tree Warden) Mr Roger Pashley (Electoral Roll Officer)
Mr Bill Matthews and Mrs Denise Williams (Village Hall representatives)

The PCC met 9 times between April 2021 and March 2022 with an average attendance of 12 members being 86% of the membership (last year 13 members & 90% of membership)

Other Committees

The following committees are responsible for planning and carrying out work in the parish and reporting to the PCC

Standing Committee Chair: Mr Bob Scott
This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to directions given by the PCC. It also took on the role of the Vacancy Management Committee.
Mission Committee Chair: vacant
This committee encourages knowledge, vision and involvement by members of Christ Church in the world wide mission of the church. It supports and learns from Christians in the wider world in evangelism and issues of poverty, justice and peace.
Finance Committee Chair: Mr. Roger Pashley
This committee is responsible for reviewing and monitoring financial policies including outward giving. It reviews and monitors the annual budget and assists the Treasurer with stewardship and the financial management of the parish.
Premises Committee Chair: Mr Geoff Sheehan
This committee is responsible for the care and maintenance of the church building, its contents and the graveyard.
Fundraising and Social Team Committee (FAST) Chair: Lesley Matthews
This committee is responsible for organising social and fundraising events.

Annual Report 2021

The main features of 2021

Coronavirus sadly continued to dominate our lives during 2021 and many church activities were severely curtailed. Virtual meetings through zoom enabled us to carry on some of our usual activities. In particular we held Church Services and meetings, a Lent course, Messy Church, Toddler Group, Committees and even Bellringing by zoom. Gradually some normality returned during 2021 and early 2022, although still limited by various covid restrictions. Attendance at all events was down on pre-pandemic times and is still slow to recover as this is written in March 2022.

Our Vicar Sandra Faccini, gave notice that she was moving on to Mickleham Church after 12 years with us and in September we held a joyful service and celebration of her ministry at Christ Church, Ottershaw. Much time since then has been spent on managing the church in the interim and the new vicar recruitment process.

Finance Through careful management of our finances, support from our parishioners, the Guildford Diocese and from the Government Furlough scheme we were able to restrict our

2021 annual financial deficit to £1,934. Through some innovative fundraising ideas we were also able to raise extra funds for mission and charity.

Our development plan (**Appendix A**) was largely on hold during 2021, but will need to be revisited when a new vicar is appointed. It remains a priority to increase the number of families and children in our worshipping community. Following a Vacancy workshop the PCC and other key church leaders discerned our priorities for the next few years. These can be found in in our **Parish Profile 2022** document and in **Appendix B**.

Rev. Dr Sandra Faccini
Some comments
Sandra is one of the 'golden threads of our community '
Sandra has guided us with wisdom and integrity, and we will be forever grateful for her intelligence and thought-provoking support.

Some special memories of 12 and a half years
The launch of CAMEO, our weekly village coffee morning
Starting Messy Church
The Queen's Diamond Jubilee
The 150th Anniversary of Christ Church (2014)
Fix the Brix Fundraising
Many May Fairs, Special Services, Prayer times, Harvest Suppers
Lent courses, PCC's etc etc

Our year in retrospect

Parochial Church Council (PCC) meetings

As a result of both the pandemic and the vacancy the PCC has had to meet much more frequently this year. So we thank all who work on this body and in particular our two churchwardens, Bob Scott and Roz Smith, for all the time devoted to the smooth running of the church..
There was much discussion to make sure that the church complied with ever changing restrictions concerning contact, social distancing, masks and Risk Reviews, The process for appointing a new vicar also involved meeting with Diocesan representatives, writing a new Parish Profile of Christ Church and a description of the person we are looking for.
The annual PCC Day, which was held over zoom, looked at getting back to normal times at church, the promotion of prayer ministry and the Living in Love and faith debate.

Our ministry team, staff and church members

We thank Brian Seymour and Nigel Perryman for helping with the leading and preaching at Church Services, particularly after Sandra's departure. Local clergy and lay people have also rallied magnificently in helping lead Services in the absence of a full time Vicar.
Recruitment is a slow process in the Church of England, but we expect to advertise for the post in March 2022 and to interview in May 2022.
Church administration continues to be skilfully managed by Chloe McCarthy, our Administrator, who has gone beyond her job description in keeping things together during the vacancy.
Despite the pandemic, Monica Hall, our Families Worker, has done really well in retaining links with the parents and children of Messy Church, the Toddler Group and the schools.
There are too many volunteers to mention. They have all played a part in running our church community and we are immensely grateful for their time freely given.

We recognise with sympathy the loss of several members of our church congregation and are particularly sad to recall the deaths of Chris Seymour, Janet Smith, Mark Grantham-Hall, Alan Mackie and Shirley Slatter.

Our worship and discipleship

The good news is that our Mission continued during the pandemic! In particular we were able to hold regular zoom services during times of lockdown and to keep contact with church members and many others on-line or through newsletters, prayer updates etc. Services have now fully resumed their previous in-church pattern of:

9am Holy Communion
10.30am Morning worship and Holy Communion on alternating Sundays

At the end of 2021 we were able once again to have a number of Special Services, such as Remembrance Sunday, Lights to Remember, Carol Service, Christingle Service. Weddings and Baptisms also resumed.

Our schools, youth and children's work

We have maintained strong links with our church schools, taking Assemblies and running Christian Clubs insofar as covid has permitted. We have representation on the Governing Body and the school children visit the church on a regular basis. At the Annual leaving Services we present leavers with bibles jointly purchased by the church and the PTA. Messy church has been run at Christ church, either on line, in the open air and now once again back in the parish centre. Youth clubs restarted again in September and are being run on Monday and Tuesday evenings for older children. We now get very few children at church on a Sunday.

World concern and mission

We have continued to support a number of local and overseas charities, a full list of which can be found in the detailed church accounts. In particular this year we organised additional fundraising events for Christian Aid and Woking hospice. Woking Hospice being in memory of Chris Seymour who for many years encouraged us all to support the work of Traidcraft through the purchase of fairly traded goods.

We have also continued to support the Padayachee family in their mission work and have a long-term commitment to sponsor a child through Compassion.

Community, social and fundraising events

Since it restarted in September 2021 CAMEO, our weekly coffee morning in the Ottershaw Village Hall has been a great success with around 40-50 people meeting each week to catch up on village news and enjoy each others company.

The FAST Committee were imaginative in organising a number of events despite the COVID restrictions. We enjoyed:

- A creative challenge of crafts and photos and an Easter zoom quiz.
- A sponsored walk for our local hospice and our church wall project
- A cream tea event for the Haiti Earthquake appeal
- A big quiz for Tear Fund
- A walking quiz and a market at Christmas

Premises

Our Grade 2 Church building at 158 years old continues to be sound and in good condition for its age. We are still working hard on completing the works set out in the last (2019) Quinquennial review. Maintaining a listed building remains a significant challenge for a small congregation, as the requirements for repair are often more exacting than in a

normal domestic situation. Work is supervised by the Premises Committee and quite a number of repairs have been done on a self-help basis.

Safeguarding
We continue to keep safeguarding to the forefront of our thinking and staff and volunteers all receive appropriate training for the activities in which they are involved. The PCC agreed the Diocesan Safeguarding Policy.

Publicity and website
The Parish Magazine and Church website continued to publicise the wide mission of Christ Church here in Ottershaw.
For a fuller report on the activities of Christ Church during 2021 and early 2022 please see the separate more detailed reports prepared by each church group.

So finally
.....a big Thank You to all those members of Christ Church, who make up the many individuals and teams that help Christ Church to be such a welcoming church, sharing our faith with the community of Ottershaw.

Christ Church Parochial Church Council March 2022

Financial Report 2021

2021 was yet another unusual year financially. Due to the ongoing pandemic and partial shut-down of much of what we do, our income from activities and collections were once again lower than normal. However, by careful management of our budgets and support from our staff, the congregation and the Diocese we were able to nearly balance our accounts.

Christ Church ended the 2021 financial year with a small deficit of **£1,934** (compared with a surplus of £4,123 in 2020). Total income was **£116,570** and expenditure £**118,504.** Stewardship income was down due to loss of members, but this was partly offset by one-off Government Furlough income. Expenditure was up mainly due to the increase in the Parish Share.

The **Stewardship Scheme**, funding 77% of our income, continued to be the mainstay of our finances. We remain extremely grateful for the fantastic support from those parishioners who now contribute the **56** promises each year. With an average individual annual promise of **£1,239** (plus a further tax recovery) it can be seen that there is a real commitment from our members for what we do at Christ Church, Ottershaw. It is also worth noting that 95% of stewardship income is given under Gift Aid, resulting in a tax refund of over £16,000 each year. This year we also launched the **Parish Giving Scheme** which enabled stewardship scheme members to give by direct debit. This will become our preferred method of giving to the church in future years.

The 'Diocesan Parish Share' at **£74,084** is our largest item of expenditure. This covers our Share of Diocesan/National Church services **plus** the cost of our full-time Vicar (Salary, NI, pension, housing, training etc).

We continue to invest in work with children and families (Sunday teaching, School clubs, Messy Church, Holiday Club, Toddler Group and Youth clubs) and employ a part-time Families worker post (Monica Hall) as well as getting wonderful support from many church volunteers.

As a result of our special/restricted collections we have been able to maintain a significant contribution towards the wider mission of the church both at home and overseas and in 2021 we donated **£9,912** or **8.5%** of our income to charity. Major recipients included Ottershaw Schools, the Church Missionary Society (helping our link missionary Chris Padayachee), Christian Aid, the Salvation Army (Food bank), Woking & Sam Beare Hospices and ENGAGE (who help with our school work).

The Church Annual Budget continues to be a challenge with reducing stewardship income, expenditure increasing as a result of inflation and the effect of the ongoing pandemic, with the result that we are anticipating a possible deficit of **around £7,000 in 2022**. We do, however, have a good level of Reserves. which at 31 December 2021, were **£104,399** (2020 £106,233). This is held in cash funds on deposit with CAFBank, the Central Board of Finance of the Church of England, Julian Hodge Bank and Virgin Money.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102.

We are grateful to Michelle Matthews, who has continued to be our Independent Examiner, in addition to running an accounting business and being a Church Treasurer herself. We also thank those who assisted with the management and preparation of the accounting records.

Reserve Policy

The Finance Committee of the PCC conducts an annual review of the level of reserves by considering risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be made of the level of reserves that are sufficient to continue to meet its objectives.

Risks and issues considered in making this judgement included:

- The over dependence on any single source of income or likelihood of downturn in income
- The period of time required to re-establish income streams or downsize activities
- The adequacy of control over budgets
- The requirement for a reasonable level of working capital

The PCC has agreed that we should hold unrestricted funds equal to at least a **minimum of six months budgeted unrestricted expenditure**.

The unrestricted reserve as at 31 December 2021 was **£99,061** which represents 10 months worth of budgeted unrestricted expenditure.

The PCC has in addition restricted funds totalling **£5,338**. The purpose of these restricted funds is detailed in note 5 in the annual financial statements.

Roger Pashley FCA, - Treasurer of Christ Church Parochial Church Council

Appendix A - Church Development Plan as revised at 8th February 2020

Our Church Development Plan (CDP)

Parish, Church or Chaplaincy: Christ Church Ottershaw.....

Deanery: Runnymede.....

Today's date: ...8/2/2020.....

Name and email of person reporting: Rev Sandra Faccini.....

sandrafster@gmail.com.....

Are you attaching a more detailed version of the plan too? **NO**

The key points of our **Church Development Plan** for **2020**

WIDER AIM What you are aiming to achieve. Usually between 1 and 4 points.	DIOCESAN GOAL Which of the diocesan goals does this relate to?	SPECIFIC ACTION POINTS What you are going to do	RESOURCES Any extra help or resources that might be needed
Increase the number of families and children in our worshipping community	3. growing youth and children's ministry	a) Review All Age worship and consider if we can/should do anything differently b) Consider running an additional all service either at church or in the school c) Make any necessary changes to grow the numbers attending all age worship	Mission Enabler Children and Families Review team Information from other churches about their all age services
Develop discipleship and support faith exploration	1. Making Disciples 2. Increasing believers	Continue to provide opportunities for teaching, praying and discussing faith matters in small groups Create interest groups for people outside of church as well as from church eg adult youth club and sewing group. Create a prayer room	Discipleship materials Prayer aids
Know and use our gifts	4.Develop Lay leaders	a) Find ways to encourage people to use their gifts in the service of God, inside and outside of church a) Identify and encourage leadership gifts	Deanery Growing Leaders course

Appendix B – Our priorities as set out in our Parish Profile March 2022

Following a recent vacancy workshop with the PCC and other key church leaders, we discerned our priorities for the next few years

To continue to ensure that prayer and listening to God underpin our church life and our decisions. This is a priority to give us a clear vision of where God is leading us and what our priorities are for the future

To develop patterns and content of worship that are suited to seekers and potential Christians of all ages. Our worship should enable encounters with God and be faith sharing and life giving

To strengthen existing relationships with families and children and to make new ones and bring younger generations into the church family. To include the many new homes being built in and adjacent to Otttershaw in this aim

To ensure welcome strategies are effective in integrating new comers into the life of the church

To provide opportunities for teaching, praying and discussing faith matters in small groups

To find ways to encourage people to use their gifts in the service of God and, through this process, to identify and encourage leadership gifts

To develop and extend participation in Eco Church, an issue of importance to many and particularly younger generations

To ensure that our communications, particularly those with our local community, are through appropriate and relevant media. Through effective communication, aim to raise and strengthen our profile in the community.

To develop our buildings - church, parish centre, churchyard - for greater use within and by the community

All these opportunities are the next stepping stones for the growth of our church

Independent Examiner's Report to the Parochial Church Council of Christ Church Ottershaw

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershaw (Charity no 1134029) on the accounts for the year ended 31 December 2021, as set out on pages 9 to 17.

Respective responsibilities of trustees and 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.

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 matters have come to my attention

Basis of independent examiner's statement

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 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 respects 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 Act;

have not been met: or

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

.

Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Christ Church Ottershaw
Statement of Financial Activities for the year ended 31st December 2021

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	Year end 31.12.21 Total £	Year end 31.12.20 Total £
INCOME						
Donations and legacies	2(a)	95,549	-	8,140	**103,689**	104,460
Charitable activities	2(b)	8,650	-	-	**8,650**	6,079
Other trading activities	2(c)	530	-	3,137	**3,667**	2,481
Investments	2(d)	424	-	-	**424**	824
Other	2(e)	140	-	-	**140**	140
TOTAL INCOME		**105,293**	**-**	**11,277**	**116,570**	113,984
EXPENDITURE						
Raising funds		-	-	-	-	-
Charitable activities	3					
Grants		1,702	-	8,210	**9,912**	6,826
Ministry		84,606	-	-	**84,606**	79,924
Fabric		10,352	-	-	**10,352**	11,431
General		12,222	-	1,412	**13,634**	11,680
		108,882	-	9,622	**118,504**	109,861
TOTAL EXPENDITURE		**108,882**	-	**9,622**	**118,504**	109,861
NET INCOME (EXPENDITURE) and NET MOVEMENT IN FUNDS		(3,589)	-	1,655	**(1,934)**	4,123
RECONCILIATION OF FUNDS						
FUNDS BROUGHT FORWARD 1st January 2021		85,865	16,785	3,683	**106,333**	102,210
FUNDS CARRIED FORWARD 31st December 2021		**82,276**	**16,785**	**5,338**	**104,399**	106,333

Christ Church Ottershaw
Balance Sheet as at 31st December 2021

	Notes	As at 31.12.21 £	£	As at 31.12.20 £	£
NET ASSETS					
CURRENT ASSETS					
Debtors	7	**5,222**		7,573	
Short-term deposits		**95,882**		95,652	
Cash at bank and in hand		**10,606**		10,458	
		111,710		113,683	
DEDUCT LIABILITIES FALLING DUE WITHIN ONE YEAR					
Creditors: Falling due within 1 year	8	**(7,311)**		(7,350)	
NET ASSETS			**104,399**		106,333
			104,399		106,333
PARISH FUNDS					
RESTRICTED FUNDS	5				
TIMOTHY		**487**		187	
OTHER		**4,851**		3,496	
			5,338		3,683
UNRESTRICTED FUNDS	6				
GENERAL FUND		**82,276**		85,865	
PREMISES MAINTENANCE		**16,785**		16,785	
			99,061		102,650
			104,399		106,333

Approved by the Parochial Church Council on 24th March 2022 and signed on its behalf by:

Bob Scott
Vice-Chair

Roger L Pashley FCA
Honorary Treasurer

The notes on pages 12 to 17 form part of these financial statements

Christ Church Ottershaw
Notes to the financial statements

1. ACCOUNTING POLICIES

Accounting conventions

1. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, "Accounting and Reporting by Charities and applicable accounting standard FRS102".

2. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

3. The funds of the PCC are divided into:

Restricted funds which are restricted by donors for specific purposes, and

Unrestricted funds available for the general purposes of the PCC

Designated funds which are set aside by the PCC from unrestricted funds for specific purposes.

Details of the restricted and designated funds are set out in notes 5 and 6.

Income

4. Donations and legacies are accounted for when received.
5. Tax refunds are recognised when the incoming resource to which they relate is received.
6. Other income is accounted for when due and receivable.

Expenditure

7. Grants and donations are accounted for in the year in which they are approved.
8. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

9. Consecrated and beneficed property is not included in the accounts in accordance with section 10(2) (a) and (c) of the Charities Act 2011
10. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
11. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement is written off.
12. Other fixtures ,fittings and office equipment is written off in the period in which the asset is acquired.
13. Investments are shown at market value at 31 December.

Christ Church Ottershaw
Notes to the financial statements

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.21 Total	31.12.20 Total
	£	£	£	£	£
2. INCOME					
2(a) Donations and legacies					
Stewardship	71,377	-	1,800	**73,177**	78,432
Income tax recoverable	16,742	-	375	**17,117**	18,607
	88,119	-	2,175	**90,294**	97,039
Collections at Services	734	-	414	**1,148**	695
Special collections	-	-	4,173	**4,173**	3,913
Grant from Ottershaw Community Partnership	-	-	-	-	500
Grant from Furlough Scheme	3,330			**3,330**	-
Legacies	-	-	-	-	500
Other donations	2,853	-	-	**2,853**	962
Other income tax (mainly related to the small donation scheme & special collections)	513	-	1,378	**1,891**	851
	95,549	-	8,140	**103,689**	104,460
2(b) Charitable activities					
Magazine sales	778	-	-	**778**	526
Parish Centre lettings	3,110	-	-	**3,110**	2,238
Fees	3,457	-	-	**3,457**	1,445
Youth clubs/groups	1,283	-	-	**1,283**	1,001
Other	22	-	-	**22**	869
	8,650	-	-	**8,650**	6,079
2(c) Other trading activities					
Fund-raising events	530	-	3,137	**3,667**	2,481
	530	-	3,137	**3,667**	2,481
2(d) Investments					
Interest on deposits	424	-	-	**424**	824
2(e) Other					
Sundry income	140	-	-	**140**	140
Insurance recovery	-	-	-	-	-
	140	-	-	**140**	140
TOTAL INCOME	**105,293**	-	**11,277**	**116,570**	113,984

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.21 Total	31.12.20 Total
	£	£	£	£	£
3. EXPENDITURE					
on CHARITABLE ACTIVITIES					
3(a) Grants to other organisations					
Overseas mission and aid	832	-	3,632	**4,464**	3,150
Home mission	870	-	1,824	**2,694**	2,650
Other charities	-	-	2,704	**2,704**	1,026
Timothy fund (see note 5)	-	-	50	**50**	-
	1,702	-	8,210	**9,912**	6,826
3(b) Ministry					
Diocesan parish share					
(this includes Vicar's salary, NI etc)	74,084	-	-	**74,084**	70,751
Salary of Families worker	10,377	-	-	**10,377**	8,755
Clergy/Families worker- travel expenses	145	-	-	**145**	418
	84,606	-	-	**84,606**	79,924
3(c) Fabric					
Church maintenance	3,008	-	-	**3,008**	4,210
Insurance and rates	3,172	-	-	**3,172**	3,130
Light and heat	3,124	-	-	**3,124**	3,417
Organ tuning and maintenance	301	-	-	**301**	425
Vicarage maintenance	747	-	-	**747**	249
	10,352	-	-	**10,352**	11,431
3(d) General church expenses					
Mission & hospitality	862	-	-	**862**	695
Music	110	-	-	**110**	205
Parish magazine	945	-	-	**945**	380
Post,telephone,stationery and copying	2,985	-	132	**3,117**	4,380
Presentations	155	-	1,280	**1,435**	177
Organists - fees	90	-	-	**90**	-
Salary of Administrator	6,111	-	-	**6,111**	5,408
Training	-	-	-	-	-
Youth work	964	-	-	**964**	435
	12,222	-	1,412	**13,634**	11,680
TOTAL CHARITABLE ACTIVITIES	**108,882**	-	**9,622**	**118,504**	109,861

4. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Current assets	106,372	5,338	**111,710**
Current liabilities	(7,311)	-	**(7,311)**
	99,061	**5,338**	**104,399**

5. RESTRICTED FUNDS

	Outward Giving	Timothy Fund	Churchyard Wall	Labyrinth Fund	Vicar's presentation	Other Funds	Total Restricted Funds
	£	£	£	£	£	£	£
B/f 1.1.21	-	187	2,494	676	-	326	**3,683**
Income	7,497	350	1,487	-	1,280	663	**11,277**
Expenditure	(7,497)	(50)	-	-	(1,280)	(795)	**(9,622)**
C/f 31.12.21	**-**	**487**	**3,981**	**676**	**-**	**194**	**5,338**

Outward Giving Funds - Stewardship and collection income restricted for outward charitable giving.
Timothy Fund - Grant fund to help with cases of individual hardship. Fund allocated by Vicar.
Churchyard wall - Gifts towards repair of the churchyard wall.
Labyrinth Fund - The development of a labyrinth and nearby area in the churchyard.
Presentation - Vicar's Leaving collection
Other Funds - were received for work on the fabric and equipment.

6. UNRESTRICTED FUNDS

	General Fund	Designated Premises Fund	Total Unrestricted Funds
	£	£	£
B/f 1.1.21	85,865	16,785	**102,650**
Income	105,293	-	**105,293**
Expenditure	(108,882)	-	**(108,882)**
Transfers	-	-	-
C/f 31.12.21	**82,276**	**16,785**	**99,061**

General Fund - Funds available for all activities of Christ Church, Ottershaw.
Designated Premises Fund - Fund to help meet expenditure incurred on the church buildings and fabric.

7. DEBTORS	31.12.21	31.12.20
	£	£
Within one year		
Income tax recoverable	**4,413**	5,974
Prepayments and accrued interest	**434**	239
Other debtors	**375**	1,185
Over one year		
Prepayments	**-**	175
	5,222	7,573

8. CREDITORS	31.12.21	31.12.20
	£	£
Creditors falling due within one year	**7,311**	7,350
	7,311	7,350

9. DIOCESAN PARISH SHARE

The Diocesan Parish Share is our share of the Diocesan expenditure budget. This covers the cost of paying, training and housing the ministry, Diocesan and National costs. Each parish's share is calculated by reference to the number of parishioners (3 year average of usual Sunday attendance), its relative prosperity, and a core ministry cost.
This ensures that the share is spread over all Parishes in the Diocese on a fair basis.
The current system was introduced with effect from January 2019.

10. STEWARDSHIP GIVING PROMISES	At 31.12.21 £	Change	At 31.12.20 £
As at 31st December promises were as follows:			
Annual total promises	**69,356**	-6.5%	74,194
Tax recoverable on promises	**16,314**	-9.5%	18,018
	85,670	-7.1%	92,212
Average £/p **monthly promise** before tax	**£101.40**	-3.2%	£104.79
Average £/p **yearly promise** before tax	**£1,238.50**	-1.5%	£1,257.52
% of promises under Gift aid	**92%**		95%

The total number of promises and the analysis by monthly giving (before tax) are as follows:

	Under £25	£25+	£50+	£75+	£100+	£150+	£200+	£250+	Total
AT 31.12.21	**10**	**12**	**8**	**5**	**8**	**4**	**2**	**7**	**56**
AT 31.12.20	*9*	*11*	*11*	*4*	*10*	*5*	*4*	*5*	*59*

11. REMUNERATION & EXPENSES

Salaries of the p/t Families Worker and the p/t Parish Administrator totalled £15,854 (2020 £13,618)
Pension contributions totalled £614 (2020 £544) , but there were no social security contributions.

The following members of the PCC received remuneration or expenses:
Revd Dr Sandra Faccini - Expenses £145 (2020 £418)
No other PCC trustees received any remuneration or expenses.

12. GRANTS TO OTHER ORGANISATIONS

Detailed analysis	PCC	Stewardship	Special		31.12.21 Total	31.12.20 Total
	£	£	£		£	£
OVERSEAS MISSION and AID						
African charities (Sandra's sabbatical)	-	-	-		-	650
Christian Aid	-	-	1,380	*CA Week*	**1,380**	721
Christian Aid	-	-	780	*Cream teas*	**780**	-
Christian Aid		625	22	*Other*	**647**	-
Church Mission Society	500	-	34	*Other*	**534**	1,133
(Link: Chris & Veronica Padayachee)	-	-	-		-	50
Compassion (Link: Bobi)	232	-	104	*Children*	**336**	327
Leprosy Mission	-	625	-		**625**	-
Mission Aviation Fellowship	100	-	-		**100**	100
Tear Fund	-	-	62	*Big Quiz**	**62**	169
*Further funds sent direct	832	1,250	2,382		**4,464**	3,150
					45.0%	*46.1%*
HOME MISSION						
Bishop of Guildford Fund	-	-	-		-	177
Children's Society	-	-	141	*Boxes*	**141**	-
Children's Society			103	*Christingle*	**103**	-
Christ Church Norris Green	-	-	-		-	100
Engage (who work with schools)	500	-	-		**500**	500
Friends of Guildford Cathedral	50	-	-		**50**	50
Guildford Dioc Guild of Bellringers	50	-	-		**50**	50
First Schools - Bibles	5	-	655	*School/ chur*	**660**	413
Runnymede Deanery Synod - sub	235	-	-		**235**	305
Salvation Army	-	925	-		**925**	1,025
Surrey Churches Preservation Trust	30	-	-		**30**	30
	870	925	899		**2,694**	2,650
					27.2%	*38.8%*
OTHER CHARITIES						
British Legion Poppy Appeal	-	-	299	*Remembrance*	**299**	125
Ottersshaw Schools			663	*Laptops*	**663**	-
Ottershaw Village Hall (Ground rent not claimed)	-	-	-		-	140
Rocha	-	-	-		-	125
Woking/Sam Beare Hospices	-	-	1,502	*Spon walk*	**1,502**	636
Woking/Sam Beare Hospices			240	*Lights to R*	**240**	-
Other	-	-	-		-	-
	-	-	2,704		**2,704**	1,026
					27.3%	*15.0%*
TIMOTHY FUND	-	-	50		**50**	-
					0.5%	*0.00%*
GRAND TOTAL	1,702	2,175	6,035		**9,912**	6,826
% of income					**£116,570** ***8.5%***	£113,984 *6.0%*

13. BROOK MEMORIAL HALL (OTTERSHAW VILLAGE HALL)

Christ Church, Ottershaw granted a 35 year lease on the Brook Memorial Hall to a new charity 'Ottershaw Village Hall' with effect from 1 January 2008.

Christ Church Ottershaw
Trust Funds for the year ended 31st December 2021

	1.1.21 Cash C/f	Receipts	Payments	31.12.21 Cash C/f	31.12.21 Investments at market value	31.12.21 Total Funds
	£	£	£	£	£	£
HORA BEQUEST (Charity no 810351)						
45 shares CBF Investment Fund						
Upkeep of churchyard	357	27		**384**	936	**1,320**
MARIE CELESTE BENEFACTION (Charity no 205400)						
45 shares CBF Investment Fund						
Benefit of sick & poor of Ottershaw	618	26	-	**644**	936	**1,580**
SIR JOHN HUMPHREY GRAVE TRUST (Charity no 206773)						
Capital (fomerly £695 2.5% Consolidated Stock) now in cash						
Upkeep of churchyard	1,038	-	-	**1,038**	-	**1,038**
EDITH OLDHAM GRAVE TRUST						
Capital (formerly £98.46 3.5% War Stock) now in cash						
Care of grave and brass	182	-	-	**182**	-	**182**
FLORENCE HICHENS GRAVE TRUST (Charity no 221371)						
258 shares CBF Investment Fund						
Upkeep of churchyard	1,195	153	-	**1,348**	5,364	**6,712**
LILIAN EMILY FLETCHER GRAVE TRUST						
393 shares CBF Investment Fund						
Upkeep of churchyard	2,621	234	-	**2,855**	8,170	**11,025**
AGNES FLETCHER GRAVE TRUST						
18 shares CBF Investment Fund						
Upkeep of church and churchyard	182	11	-	**193**	374	**567**
	6,193	451	-	**6,644**	15,780	**22,424**

Note

The Guildford Diocesan Board of Finance are trustees of "Florence Hichens Grave Trust"

The Vicar and churchwardens of Christ Church Ottershaw are trustees of all the other trust funds.

The capital of both the John Humphrey Trust and the Edith Oldham Grave Trust have been repaid and are currently held in cash.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERSHAW

England & Wales - Charity number 1134029

Accounts

Christ Church, Ottershaw

Loving, growing, serving in Jesus' name

The Parochial Church Council of the Ecclesiastical Parish of Ottershaw (Charity no 1134029)
Guildford Road, Ottershaw, KT16 0PB

ANNUAL REPORT
and
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st DECEMBER 2020

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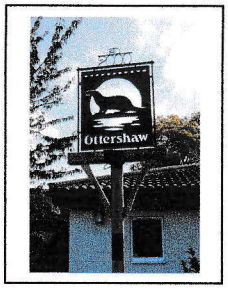
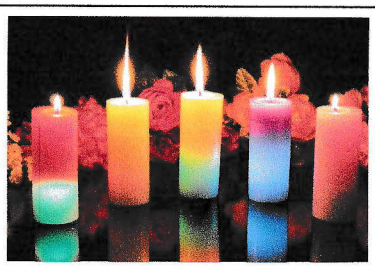
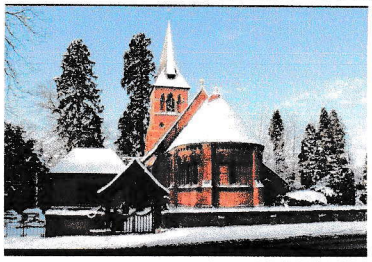
See separate document for Group Reports

Vicar	The Revd. Dr Sandra Faccini, 50 Slade Road, Ottershaw, Surrey, KT16 0HZ
Independent examiner	Michelle H Matthews 13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Christ Church, Ottershaw – Annual Report







Christ Church Parochial Church Council (PCC), working with its Vicar, is responsible for promoting the life and mission of the church in the parish of Ottershaw.

As a church, we want to provide a warm welcome, a sense of community and care in times of need. We want Christ Church to be a place where people can worship together, grow in their faith and learn to share that faith with others. We are committed to working with the community and with other churches in the South Runnymede area.

Christ Church is part of the Church of England
Christ Church PCC is registered as Charity No 1134029.
Christ Church PCC is also responsible for the maintenance of the church buildings and grounds. It leases the Brook Hall to a village trust.

zoom

A useful tool during lockdown

PCC Membership

Members are either ex-officio or elected according to Church Representatives Rules at the Annual Church Meeting normally in April each year. They are Trustees of the Charity.

In 2020-2021 the following were members:

Clergy	Revd Dr Sandra Faccini
Church Wardens	To 27/9/20 Mrs Claire Grater and Mr Stuart Logan
	From 27/9/20 Mrs Roz Smith and Mr Bob Scott
Deanery Synod Reps	To 27/9/20 Mr Stuart Logan and Mrs Lesley Matthews
	From 27/9/20 Mrs Olivia Towie and Mrs Lesley Matthews
Licenced Lay Minister	Mr Nigel Perryman
Elected	Mrs Josephine Arengo-Jones
	Mrs Geralyn Logan (Secretary) Mrs Rachel Masters
	Miss Gaynor Newbery Mrs Anne Ruby
	Mr Roger Pashley (Treasurer) Mr Geoff Sheehan
	To 27/9/20 Mrs Ros Smith, Mr Bob Scott and Mrs Olivia Towie (Deputy Warden)
	From 27/9/20 Mr Dan Pearson
In attendance	Miss Monica Hall (Families worker)

Other Officers and posts

Rev Brian Seymour (Retired Minister) ....Mr Arthur Davenport (Deputy Warden)
Mrs Geralyn Logan (Safeguarding Officer.) Mrs Sheila Binns (Archivist)
Mrs Helen French (Tree Warden) Mr Roger Pashley (Electoral Roll Officer)

The PCC met 6 times between April 2020 and March 2021 with an average attendance of 13 members being 90% of the membership (last year 12 members & 79% of membership)

Other Committees

The following committees are responsible for planning and carrying out work in the parish and reporting to the PCC

Standing Committee Chair: Revd Dr Sandra Faccini
This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to directions given by the PCC.
Mission Committee Chair: Revd Dr Sandra Faccini
This committee encourages knowledge, vision and involvement by members of Christ Church in the world wide mission of the church. It supports and learns from Christians in the wider world in evangelism and issues of poverty, justice and peace.
Finance Committee Chair: Mr. Roger Pashley
This committee is responsible for reviewing and monitoring financial policies including outward giving. It reviews and monitors the annual budget and assists the Treasurer with stewardship and the financial management of the parish.
Premises Committee Chair: Mr Geoff Sheehan
This committee is responsible for the care and maintenance of the church, its contents and the graveyard.
Children and Youth Committee Chair: Revd Dr Sandra Faccini
Coordinates work with children and young people, including our crèche, youth groups, schools' work and child protection.

Annual Report 2020

Vicar's Introduction and Summary
2020 must have been the most unusual year that our church has ever experienced. The doors were closed for long periods and very few of our usual activities were able to happen. I very much doubt that there has ever before been an Easter since 1864 without a service in church on Good Friday or Easter Sunday or Remembrance Sunday or a Christmas where no carols were sung in church! As I write we are unsure about Easter 2021 but with vaccine rollout proceeding quickly and infection levels slowly decreasing there is hope.

In February 2020 we were able to have the PCC day and the last in person social event of 2020: our pancake film night in the Brook Hall where we enjoyed the King and I. After that the coronavirus pandemic came and towards the end of March we shut the building. We have adapted well to online church, starting with a Zoom Maundy Thursday service, and from April 2020 we have met weekly for Sunday services on Zoom. These have been well attended and we have been pleased to welcome some lovely new people and see again old friends like Joe Batt, Shelagh Smith and Chris Braggins who have moved away from

the area. With help from Adam Creen most of us have coped with the technology, although I know that some have decided it is not for them or have not been able to connect with us. and we have missed them. We hope that regular emails, some home deliveries of packs with notices and sermons, phone calls and What's App messages have helped everyone stay in touch.

We have had some successful online courses and events including Alpha, the Lights to Remember service, an Advent course, the Tearfund Big Quiz, an auction and Christmas market as well as a delayed APCM by Zoom.. I was pleased to be able to send out a Thought for the Day during the first lockdown which has now been reduced to once a week, but feedback has been encouraging, and I know that for many their faith has sustained them and been a source of strength and comfort during these difficult days.

We also enjoyed Christmas Cheer where Ottershaw residents were encouraged to decorate their front windows, doors or gardens with lights or themed displays and then people were invited to walk around, admire, and give a donation to Sam Beare and Woking Hospice. The church crib set was displayed in the front of the parish centre to good effect with some poems on the pathway. We were encouraged by a great response and £668 was given. There was also a sheep trail around the village for families.

When infection levels were lower locally and government guidance has allowed, we have been glad to be able to run a 9am service of Holy Communion in the church building, from late August onwards and have had up to 24 people present. It took a lot of planning and organising to do this in a COVID-19 secure way, and I am greatly indebted to Stuart and Claire the wardens for their hard work in organising it all. It also needed extra stewards and readers and it is great that we had such willing volunteers. It was odd to have social distancing, no chatting afterwards, no singing and of course the face masks and hand sanitizers but it was good to be able to gather in the building and take Communion again, particularly over the Christmas period. We were also treated to hearing our organ again as Adam Creen played on Christmas Eve and Mary Earl on Christmas Day. The restriction on numbers and need to clean etc meant that we only ran an online carol service, crib service and All age Christmas service but we did have carol singing in the churchyard, organised by Bob and Denise which was well attended (over 60 people) and enjoyed despite the rain and traffic noise. Remembrance Sunday was marked by a short service where a few gathered near the war memorial and wreaths were laid on behalf of village organisations, Declaring 'We will remember them' seemed even more poignant in 2020

At the end of 2019 we were expecting a small deficit for 2020 and then suffered a decrease in income from the loss of hall rents and income from weddings, social activities and our usual fundraising events. But wonderfully many people have given very generously to support the work we do, we were able to save on some costs, had more fundraising success than we thought and there was a rebate on the parish share and so thankfully there was no deficit.

Some other highlights of the year included our achieving a Bronze Eco Church award from A Rocha, which is a Christian environmental concern group. We recognised as a church that environmental changes due to global warming had become very serious and we needed to act to reduce our carbon footprint, improve the local environment and raise awareness. Hugh Towie has been the co-ordinator for us, and we are continuing to look at what we can do as we work towards our silver award. We have also continued to raise money for charity, give tins to Tin a week and knitting to Uganda. There is much poverty locally and globally as a result of the pandemic

We are glad to have some very regular and committed people who form the core of our Sunday congregations and serve very faithfully. Many have had to isolate and have been frustrated because they have not been able to contribute in the normal ways, but we hope that they will be able to get involved again soon. It has been very encouraging to have times of prayer when we have prayed separately in our homes but with the same people and concerns on our hearts, and united by our trust in God's love and desire to see him respond. The church has been opened for prayer for an hour at various times during the year and we are grateful to those who have arranged this. Only very few people attended which is a shame in some ways but understandable given the circumstances. It is to be hoped that prayer will continue to be a strong feature of our life together.

I was also sorry that both Stuart and Claire had to stand down as wardens after 6 years of dedicated and hard work and am grateful for all they have done, particularly as they were involved in checking the church during the first long lockdown, the re-opening in August and remained in post for an extra 6 months due to the delay in the APCM which was finally held at the end of September. However, we do have two excellent new wardens in Roz and Bob, who have learnt quickly and are very helpful, and I look forward to working with them as we move forward.

Sadly, we did not conduct any weddings this year or baptisms as they all got postponed. We were legally able to do funerals in church for much of the time, albeit with small numbers attending, and only three took place and there were eleven where I officiated and one led by Brian at the crematorium.

Holiday Club at Easter was cancelled, CAMEO stopped in March and there was only one Village Hall Sunday service. The youth groups and toddler groups also stopped in March. We are not sure when they will restart but we hope and pray that it will not be too long. The Godly Play Classroom has been transformed into a lovely Prayer room thanks to Sue North-Coombes in particular. We look forward it using it when we can safely do so.

We have retained strong links with our church schools where Monica and I took weekly Bible based assemblies and where Mandi Adams and Monica ran Christian Clubs until March. The school usually visit the church for seasonal services and for RE and this has continued in a very limited way with year group bubbles coming for Harvest and Christmas and online assemblies have now started. I was able to attend outdoor leavers services for Year 2 and Year 6 and the church along with the PTA bought Bibles for each child in Year 6 We have also been able to support some families from the school by offering small sums of money or boxes of food to help in a crisis situation.

We also recognise with sympathy the losses experienced by some of our congregation and are particularly sad to recall the death of Stephen Smith and Gordon Wheeler. There have been other sadnesses too as people have been separated from loved ones by distance and have been concerned about illness, mental health, job losses, financial struggles and delayed hospital treatments. We have and continue to pray for Chris Seymour and for others we know who are ill or suffering in some way.

As we look forward, we hope and pray for a brighter future. There are some challenges for us as a church community, not least the falling number of volunteers and the increasing financial demands but, our focus must be on our mission to our parish with a particular emphasis on building up our church community and reaching out to families. We will also look at how to stay connected online with those who will be unable to attend in person. We

live in uncertain times but we can trust in our God who is faithful and who by his grace is at work in our midst. His grace is all the more powerful in our weakness

2 Corinthians 12.9
But he said to me, "My grace is sufficient for you, for my power is made perfect in weakness", Therefore, I will boast all the more gladly about my weaknesses, so that Christ's power may rest on me.

PCC Away/Vision day February 2020
PCC had their annual vision day where we continued to think about our vision **Growing, Serving in Jesus' name** and the diocesan vision
'Transforming church, Transforming Lives (TCTL).'

PCC had identified one of our key priorities as growing our work with children and families, particularly in the light of falling Sunday attendance (both in our church and nationwide) and the ending of our Godly Play provision. We therefore invited Emma Coy, Mission Enabler for Children and Families for the Diocese to lead us in our main session. Emma helped us review all that we were involved in running and we were surprised at how much we do considering the size of our church family. We looked at the balance of activities and the age groups that we engaged with. We then discussed possible ways forward, with Emma providing some examples of what other churches were trying. The suggestions that seemed most helpful included better engagement with the uniformed groups, an extra All age service, and a youth group type session for adults. An All Age review group has been convened and has met a couple of times but again the pandemic has interrupted this.

We also reviewed our church development plan (CDP) and decided that a new goal would be to increase the number of families and children in our worshipping communities. (See Attached CDP)

The decreasing number of volunteers was an area of concern for PCC. One idea was to try a HAVE A GO Sunday whereby people could volunteer to try different roles during the service on 15th March but the COVID pandemic delayed that. PCC also noted that we needed two new wardens and new PCC members in 2020.

The PCC have delayed their Vision Day in 2021 until at least May as it was felt that meeting in person for this would be important. Topics to discuss will include how to proceed with the ideas from the 2020 Vision Day and also to include a discussion on the Living in Love and Faith documents which have been published by the National Church to help discussions around identity, gender, sex, relationships.

PCC meetings

We have met in person only once since the vision day and then held four meetings by Zoom in 2020. The March meeting was dominated by contingency plans for the pandemic. The APCM was also delayed until 27th September.

The focus of PCC has been on lockdowns, pastoral support and re-opening safely with due regard for risk assessments, type of services on offer and recruiting adequate volunteers. We have also changed our baptism policy to allow for Sunday afternoon baptism while restrictions on numbers remain in place. We have been monitoring the financial situation and as ever have been grateful to our treasurer and finance team for their input. We have been grateful for the hard work of the Premise Committee who have

continued to support the maintenance, security and safety of our buildings and churchyard and are grateful for the continuing help of Stuart Logan in the care of the churchyard. We have also been encouraged by the FAST team who have so efficiently adapted to our situation and organised fundraising and social activities online or with social distancing.

We are also keeping up to date with safeguarding requirements and do take very seriously the safety and well being of everyone but especially children and vulnerable adults.

Ministry Team
Brian and Nigel have continued to contribute greatly to the church in many ways and their preaching and service leading are appreciated. It has been great to have Dan Pearson, our licenced occasional preacher, preach 3 times a year. We are also pleased that Sarah Vullo has also been preaching about once every 3 months.

The pastoral work of the church has included support in bereavement and illness and relationship struggles, sometimes by in person visits, by going for walks or on the phone. Some of this is done by Brian and myself, but much informal support is offered by members of the congregation and by Anne Ruby and Gaynor Newbery as Pastoral assistants. They are not only valued members of the pastoral team but also help as chalice assistants, along with Margaret Finch, Doug Brown and Arthur Davenport.

I finally stopped being Area Dean in September 2020 and was pleased to hand over to Ben Beecroft but it was an interesting and satisfying role to have had despite the demands on time. The Diocese have supported and part funded me to start studying for a Masters Degree in Theology, Imagination and Culture which is going well so far.

Staff
The administration is well managed by Chloe McCarthy who has done a great job for us despite the challenges of the year. She voluntarily reduced her hours when schools and offices were shut so that she had more time for her children. There was less work due to the church and hall closures, but we are grateful for all that she has done this year. Monica Hall our Families worker has also voluntarily reduced her hours while doing her best to keep in touch with the families of the church, Messy Church and Toddler groups. Her role has changed as none of the groups have been running in the usual way since March and Monica had to have time off to recover from an operation in the autumn. Monica has adapted Messy Church to run online and sends out helpful information for families to support their faith. She is currently exploring the option of running an online Easter holiday club as sadly she could not do an in person one in 2020 and at the time of writing it is unlikely to be possible in 2021. We are really pleased to have Monica working with us and are also grateful for the money given by church members to help fund this post.

Worship
We are very grateful for our musicians and singers and really miss singing in church. Adam Creen, our Director of Music, has also kindly taken on many extra duties to help us with technology.

Our Sunday usual morning services at the start of 2020;
9am Holy Communion (said) alternately using BCP and Common Worship (BCP is sung on the 1st Sunday of the month)
10.30 am All Age (1st Sunday), Holy Communion (2nd and 4th Sundays) and Morning Worship (3rd and 5th)

There were no in person services between March 22nd and August 23rd
From Easter Sunday (April 12th) there was a 10 am Zoom service of morning Worship. The first Zoom service was held on Maundy Thursday.

A 9am said service of Holy Communion using revised Common Worship liturgy with a 10.30am Zoom service of Morning Worship ran until 3rd January 2021 (apart from during the lockdown in November and early December). As Remembrance Sunday services in the building were not permitted a few of us were able to meet around the war memorial for a short service of remembrance and the laying of wreaths by representatives of village organisations.

We have held a variety of online services since April including Lights to Remember for the bereaved, a Carol service, several mid- week services of Compline, and several Messy Church services on a Saturday morning

We have not been able to run our usual Holy Communion services at Alan Hilton Court or Praise type services (Christmas and Easter) for CAMEO or the bi-monthly Sunday morning Café style service in the Brook Hall. Sadly we were unable to run a Remembrance Service but we did hold a short service with wreath laying around the war memorial as well as a Zoom service on Remembrance Sunday

Attendance has generally been good on a Sunday morning although some people have not joined us for either Zoom or in person services for various reasons. We have tried to keep in contact with most either by phone or email or by delivering service packs. Other services have generally not been as well attended but all who have joined in have valued them.

Discipleship and Teaching
Most sermons during the year have been based on the set lectionary passages and delivered by the in-house team although we have also had pre-recorded sermons from Tearfund on Eco-Church, two from archdeacon Martin and one from each of our bishops. Our Lent course, which was curtailed, looked at Prayer as the Source of life, light, joy, wholeness, and love.
During the first lockdown I was able to prepare a short Thought for the Day for up to 5 days a week which gave a Bible verse, short reflection and two prayers. This was sent out by email. As that lockdown eased the number per week was reduced and eventually, I produced one weekly which was continued through into 2021.
I have also pointed people to resources for prayer and reflection. An online Alpha course was run in the summer with 9 attendees and an advent course also took place.
An online Lent Course is planned for 2021

Schools and Youth work
We continue to enjoy close links with our church schools where we have 4 foundation governors (Mandi Adams, Hannah Fernando, Tanya Rogers and myself).
Covid has affected our schools work in that we have had very few opportunities to be in school for assemblies or school clubs, although online governor meetings and assemblies have taken place. We also managed to have year group bubbles attending the church for Harvest and Christmas services and a year group came to the war memorial on 11th November and laid painted stones around it, I was able to attend outdoor leavers services for Year 2 and Year 6 and present Bibles (bought by the church and the PTA) to each child in Year 6 We have also been able to support some families from the school by offering small sums of money or boxes of food to help in a crisis situation.

I have been supporting the head and deputy as best I can as they have led the school through this difficult period and have been able to offer food and money for families in desperate need. I have also been able to send in pre-recorded assemblies to the Meath School.

The weekday evening youth clubs in the parish centre were well attended as we started the year but again have not been able to meet from March.

Sunday children's groups
We are very grateful to those who have run our children's work on a Sunday and sad that it has not been happening since March. We hope that we can restart this soon but will be needing volunteers.

World Concern and Mission
This year we have been able to continue to support both local and overseas initiatives. We have had special collections for our local hospice, for Christian Aid, CMS, TEARFUND. We have continued to send knitted tunics and hats for the very poor children of Uganda.
In addition we regularly support;
CMS (Church Mission Society)- we have a Link Missionary couple (Chris and Veronica Padayachee) who are based in Spain
ENGAGE (Surrey Schools Assembly Team). The Engage team have taken assemblies in our schools and are providing pre-recorded assemblies at present.
Compassion (largely through supporting a third world child; Bobbi). Many of the congregation also sponsor a child.
MAF (Mission Aviation Fellowship)
Traidcraft. We are very grateful for all that Chris Seymour has done in this area on our behalf and sad that less has been possible because of the Covid pandemic and really sorry that Chris is so unwell.
Tin a week and toys for Christmas (Salvation Army)
Our outward giving makes a big difference, and I am very grateful for the generous donations.

Community, social and fundraising events
Some events were successfully held, raising money and raising the profile of the church in the community.

The Pancakes and Film night in February 2020 was able to go ahead and we enjoyed watching the King and I. A new idea for this Lent was the rain challenge; giving money for every day it rained in Lent!

We hosted an online TEARFUND Big Quiz evening which raised £518 (Thanks to Gaynor who organised it, Hugh for running the technology and Nigel for hosting)

We are grateful to Lesley and the FAST team for arranging an online auction which raised over £1200 which was brilliant and an online Christmas catalogue which achieved over £300. It great to enjoy what people had made and a big thank you to all who took part

We also enjoyed Christmas Cheer where Ottershaw residents were encouraged to decorate their front windows, doors or gardens with lights or themed displays and then people were invited to walk around, admire, and give a donation to Sam Beare and

Woking Hospice. The church crib set was displayed in the front of the parish centre to good effect with some poems on the pathway. We were encouraged by a great response and £668 was given. There was also a sheep trail around the village for families.

CAMEO in Ottershaw village hall on Thursday mornings has again been unable to run since early March and is missed by all. During August we were able to help run a coffee morning in the village social club which was well received, and we are very grateful to them for their hospitality.

Premises

Our Premises Committee have had another busy year looking after the church and grounds. There was a quinquennial inspection at the end of 2019 and we received the report in early 2020. Overall we were pleased that the church is basically sound and in good condition for its age, although there is a long list of things to attend to as usual. A priority list has been prepared and some minor work done, but lockdowns have delayed things a bit. It is hoped that the more urgent, essential work can be done in 2021. The rebuilding the churchyard wall at the far end and putting in a new gate was delayed again but quotes are being obtained and we recognise that grants or extra donations may be needed for this substantial project. Some donations have already come in, not least a substantial sum from the Sine family and the friends and family of Stephen Smith for which we are very grateful.

We are glad to have had the help of the community workers who have helped tidy the churchyard and done some small tasks. Some of the landscaping work in the area around the Labyrinth, where we want to locate a Garden of Remembrance, has taken place but is not yet complete. We hope to apply for a Faculty in due course so that we can begin to use the area for the burial of ashes.

Thanks to the work of Chloe and Jack McCarthy we now have internet in church and in the halls. This is a great development which we will need as we go forward.

We have a paid cleaner to work in the parish centre who does a good job but has not been required for parts of the year when the halls and church were not in use. She also cleaned the church in a Covid secure manner during the period that we were holding services.

The Ottershaw Village Hall (Brook Hall) is on a long-term lease to trustees for use as a village hall. It is a very good venue and asset to the village and the committee who run it ensure it is well cared for and have continued with the refurbishment work. PCC appoints two representatives to that committee, and we are very grateful to Bill Matthews and Roz Smith who have faithfully served in that way.

Publicity and Website

The Parish Magazine was not produced during the first lockdown but three editions were distributed and were much appreciated as a way of staying in touch with the church. Melanie Perryman does a great job as editor and we are grateful to Bob Scott who has been co-ordinating the distribution.

The Website continues to be updated and is overseen by Adam Creen. He would welcome any photos of church events or helpful comments from users. We are using Facebook and will continue to develop ways of making our events more widely known including greater use of email reminders.

Lesley continues to serve us well in preparing leaflets twice a year near Christmas and Easter to go through doors in the parish as well as co-ordinating our publicity and helping with flier design

Archives
Sheila Binns is doing a wonderful job at sorting out our archives and is working on digital storage. She has made our archives available to village groups and the WI in particular have used them to document their own history.

Thank you
Thank you for all the hard work, the giving up of time and money, the love and care shown and the prayer offered in support of our church and its work in the parish. Thanks again to our retired wardens, Stuart and Claire who have worked very hard and to our new wardens Bob and Roz for quickly settling in and taking on the role at this difficult time. Thank you too to our deputy wardens Olivia Towie and Arthur Davenport, the preaching team Brian, Nigel, Dan and Sarah, the pastoral assistants Gaynor and Anne, to Monica for all her dedicated work with families, to the PCC for their hard work, wisdom and commitment, Roger and the finance team, Geoff and the Premises team and Lesley and the FAST team for all they do. Thanks also to Chloe for her skilled and committed work in the office. Above all thank you to all of you who make this church family so supportive and caring.

Going forward as a Church
We have a wonderful church community who are welcoming, who care about each other and who do so much to help the work of the church. This year has been a tough one for everyone but even more so for some. It has been great to hear of the support that you given each other. It has been hard not meeting for church services in the building and not having social times over coffee or at events, Zoom has been an important way of keeping in touch, but we hope and pray that we can meet in person soon. It would be good too if we can continue to provide online services for those who cannot get to the building. How best to do that is still under discussion.

We have had to stop a lot of our activities and will want to try to get them going again as soon as we can. Most, such as CAMEO, Toddlers, Messy Church and Youth Groups as well as church services themselves will need plenty of volunteers if we are to restart them. Please do pray about this and see 2020 as a break from involvement rather than a retirement.

There is much to be thankful for as we go forward from here together. Above all we should be thankful to God who has sustained us through this very unusual and difficult year. I am sure we all have felt helpless at times this year but God encourages us to trust him because he cares about us and to give him all of our anxieties. In due time he will lift us up and get us back on our feet.

1 Peter 5:6-7

Humble yourselves, therefore, under God's mighty hand, that he may lift you up in due time. Cast all your anxiety on him because he cares for you.

Sandra Faccini Chair of Christ Church Parochial Church Council

Financial Report 2020

What an extraordinary year financially. Due to the pandemic and shut-down of much of what we do, our income from activities and collections fell by over £16,000. However, by careful stewardship of our budgets and support from our staff, the congregation and the Diocese we were able to balance our books.

Christ Church ended the 2020 financial year with a small surplus of **£4,123** (compared with a surplus of £7,206 in 2019). Total income was **£113,983** and expenditure £**109,861.** This surplus was particularly thanks to a significant individual gift right at the end of the year

The expenditure savings were especially helped by staff reducing their hours during the year and also by a Parish Share rebate of £3,333 from the Diocese. Stewardship income remained strong and members contributed additional one - off income of over £5,000 plus tax.

The **Stewardship Scheme**, funding 85% of our income, continued to be the mainstay of our finances. We remain extremely grateful for the fantastic support from those parishioners who now contribute the **59** promises each year. With an average individual annual promise of **£1,257** (plus a further tax recovery) it can be seen that there is a real commitment for the work we do at Christ Church, Ottershaw. It is also worth noting that 95% of stewardship income is given under Gift Aid, resulting in a tax refund of over £18,000 each year.

The 'Diocesan Parish Share' at £70,751 is our largest item of expenditure. This covers our Share of Diocesan/National Church services **plus** the cost of our full-time Vicar (Salary, NI, pension, housing, training etc).

We continue to invest in work with children and families (Sunday teaching, School clubs, Messy Church, Holiday Club and Youth clubs) and employ a part-time Families worker post (Monica Hall) as well as getting a magnificent amount of leadership and support from many church volunteers.

As a result of our special collections we have been able to maintain a significant contribution towards the wider mission of the church both at home and overseas and in 2020 we donated **£6,826** or **6%** of our income to charity. Major recipients included the Church Missionary Society (helping our link missionary Chris Padayachee), Christian Aid, the Salvation Army (Food bank), Woking & Sam Beare Hospices and ENGAGE (who help with our school work).

The Church Annual Budget continues to be a challenge with the ongoing pandemic, with the result that we are expecting a deficit of **around £9,000 in 2021**. We do, however, have a good level of Reserves. which at 31 December 2020, were **£106,233** (2019 £102,210). This is held in cash funds on deposit with CAFBank, the Central Board of Finance of the Church of England, Julian Hodge Bank and Virgin Money.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102.

We are grateful to Michelle Matthews, who has continued to be our Independent Examiner, in addition to running an accounting business and being a Church Treasurer herself. We also thank Codge Vullo, Nigel Perryman and Arthur Davenport who assist with the management and preparation of the accounting records.

Reserve Policy

The Finance Committee of the PCC conducts an annual review of the level of reserves by considering risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be made of the level of reserves that are sufficient to continue to meet its objectives.

Risks and issues considered in making this judgement included:

- The over dependence on any single source of income or likelihood of downturn in income
- The period of time required to re-establish income streams or downsize activities
- The adequacy of control over budgets
- The requirement for a reasonable level of working capital

The PCC has agreed that we should hold unrestricted funds equal to at least a **minimum of six months budgeted unrestricted expenditure**.

The unrestricted reserve as at 31 December 2020 was **£102,650** which represents 10 months worth of budgeted unrestricted expenditure.

The PCC has in addition restricted funds totalling **£3,683**. The purpose of these restricted funds is detailed in note 5 in the annual financial statements.

Roger Pashley FCA, - Treasurer of Christ Church Parochial Church Council

Appendix A - Church Development Plan as revised at 8th February 2020

Our Church Development Plan (CDP)

Parish, Church or Chaplaincy: Christ Church Ottershaw.....

Deanery: Runnymede.....

Today's date: ...8/2/2020.....

Name and email of person reporting: Rev Sandra Faccini.....

sandrafster@gmail.com.....

Are you attaching a more detailed version of the plan too? **NO**

The key points of our **Church Development Plan** for **2020**

WIDER AIM What you are aiming to achieve. Usually between 1 and 4 points.	DIOCESAN GOAL Which of the diocesan goals does this relate to?	SPECIFIC ACTION POINTS What you are going to do	RESOURCES Any extra help or resources that might be needed
Increase the number of families and children in our worshipping community	3. growing youth and children's ministry	a) Review All Age worship and consider if we can/should do anything differently b) Consider running an additional all service either at church or in the school c) Make any necessary changes to grow the numbers attending all age worship	Emma Coy Review team Information from other churches about their all age services
Develop discipleship and support faith exploration	1. Making Disciples 2. Increasing believers	Continue to provide opportunities for teaching, praying and discussing faith matters in small groups Create interest groups for people outside of church as well as from church eg adult youth club and sewing group. Create a prayer room	Discipleship materials Prayer aids
Know and use our gifts	4.Develop Lay leaders	a) Find ways to encourage people to use their gifts in the service of God, inside and outside of church a) Identify and encourage leadership gifts	Deanery Growing Leaders course

Independent Examiner's Report to the Parochial Church Council of Christ Church Ottershaw

I report to the Parochial Church Council, who are the trustees of Christ Church Ottershaw (Charity no 1134029) on the accounts for the year ended 31 December 2020, as set out on pages 14 to 21.

Respective responsibilities of trustees and 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.

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 matters have come to my attention

Basis of independent examiner's statement

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 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 respects 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 Act;

have not been met: or

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

.

Michelle H Matthews ACCA FMAAT
13 Mapledrakes Close, Ewhurst, Surrey, GU6 7QR

Christ Church Ottershaw
Statement of Financial Activities for the year ended 31st December 2020

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	Year end 31.12.20 Total £	Year end 31.12.19 Total £
INCOME						
Donations and legacies	2(a)	99,234	-	5,226	**104,460**	116,284
Charitable activities	2(b)	6,079	-	-	**6,079**	18,203
Other trading activities	2(c)	1,569	-	912	**2,481**	2,291
Investments	2(d)	824	-	-	**824**	956
Other	2(e)	140	-	-	**140**	100
TOTAL INCOME		**107,846**	**-**	**6,138**	**113,984**	137,834
EXPENDITURE						
Raising funds		-	-	-	-	-
Charitable activities	3					
Grants		2,096	-	4,730	**6,826**	7,861
Ministry		79,924	-	-	**79,924**	80,281
Fabric		10,968	-	463	**11,431**	25,065
General		11,551	-	129	**11,680**	17,421
		104,539	-	5,322	**109,861**	130,628
TOTAL EXPENDITURE		**104,539**	-	**5,322**	**109,861**	130,628
NET INCOME and NET MOVEMENT IN FUNDS		3,307	-	816	**4,123**	7,206
RECONCILIATION OF FUNDS						
FUNDS BROUGHT FORWARD 1st January 2020		82,558	16,785	2,867	**102,210**	95,004
FUNDS CARRIED FORWARD 31st December 2020		**85,865**	**16,785**	**3,683**	**106,333**	102,210

Christ Church Ottershaw
Balance Sheet as at 31st December 2020

	Notes	As at 31.12.20 £	£	As at 31.12.19 £	£
NET ASSETS					
CURRENT ASSETS					
Debtors	7	**7,573**		6,159	
Short-term deposits		**95,652**		99,770	
Cash at bank and in hand		**10,458**		7,755	
		113,683		113,684	
DEDUCT LIABILITIES FALLING DUE WITHIN ONE YEAR					
Creditors: Falling due within 1 year	8	**(7,350)**		(11,474)	
NET ASSETS			**106,333**		102,210
			106,333		102,210
PARISH FUNDS					
RESTRICTED FUNDS	5				
TIMOTHY		**187**		187	
OTHER		**3,496**		2,680	
			3,683		2,867
UNRESTRICTED FUNDS	6				
GENERAL FUND		**85,865**		82,558	
PREMISES MAINTENANCE		**16,785**		16,785	
			102,650		99,343
			106,333		102,210

Approved by the Parochial Church Council on 15th March 2021 and signed on its behalf by:

Revd Sandra Faccini
Chair

Roger L Pashley FCA
Honorary Treasurer

The notes on pages 16 to 21 form part of these financial statements

Christ Church Ottershaw
Notes to the financial statements

1. ACCOUNTING POLICIES

Accounting conventions

1. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, "Accounting and Reporting by Charities and applicable accounting standard FRS102".

2. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

3. The funds of the PCC are divided into:

Restricted funds which are restricted by donors for specific purposes, and

Unrestricted funds available for the general purposes of the PCC

Designated funds which are set aside by the PCC from unrestricted funds for specific purposes.

Details of the restricted and designated funds are set out in notes 5 and 6.

Income

4. Donations and legacies are accounted for when received.
5. Tax refunds are recognised when the incoming resource to which they relate is received.
6. Other income is accounted for when due and receivable.

Expenditure

7. Grants and donations are accounted for in the year in which they are approved.
8. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

9. Consecrated and beneficed property is not included in the accounts in accordance with section 10(2) (a) and (c) of the Charities Act 2011
10. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
11. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement is written off.
12. Other fixtures ,fittings and office equipment is written off in the period in which the asset is acquired.
13. Investments are shown at market value at 31 December.

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.20 Total	31.12.19 Total
	£	£	£	£	£
2. INCOME					
2(a) Donations and legacies					
Stewardship	77,787	-	645	**78,432**	73,691
Income tax recoverable	18,487	-	120	**18,607**	17,401
	96,274	-	765	**97,039**	91,092
Collections at Services	616	-	79	**695**	4,714
Special collections	177	-	3,736	**3,913**	2,825
Grant from Ottershaw Community Partnership	500	-	-	**500**	500
Grant from Runnymede Deanery Synod	-	-	-	-	190
Fix-the Brix Appeal	-	-	-	-	10,127
Income tax recoverable	-	-	-	-	1,593
Legacies	500	-	-	**500**	457
Other donations	962	-	-	**962**	2,802
Other income tax (mainly related to the small donation scheme & special collections)	205	-	646	**851**	1,984
	99,234	-	5,226	**104,460**	116,284
2(b) Charitable activities					
CAMEO , events and other	869	-	-	**869**	4,129
Magazine sales	526	-	-	**526**	1,017
Parish Centre lettings	2,238	-	-	**2,238**	4,315
Fees	1,445	-	-	**1,445**	3,395
Youth clubs/groups	1,001	-	-	**1,001**	5,347
	6,079	-	-	**6,079**	18,203
2(c) Other trading activities					
Fund-raising events	1,569	-	912	**2,481**	2,291
	1,569	-	912	**2,481**	2,291
2(d) Investments					
Interest on deposits	824	-	-	**824**	956
2(e) Other					
Sundry income	140	-	-	**140**	100
Insurance recovery	-	-	-	-	-
	140	-	-	**140**	100
TOTAL INCOME	**107,846**	-	**6,138**	**113,984**	137,834

	Unrestricted General Funds	Unrestricted Designated Funds	Restricted Funds	31.12.20 Total	31.12.19 Total
	£	£	£	£	£
3. EXPENDITURE					
on CHARITABLE ACTIVITIES					
3(a) Grants to other organisations					
Overseas mission and aid	796	-	2,354	**3,150**	3,169
Home mission	1,035	-	1,615	**2,650**	2,899
Other charities	265	-	761	**1,026**	1,343
Timothy fund (see note 5)	-	-	-	-	450
	2,096	-	4,730	**6,826**	7,861
3(b) Ministry					
Diocesan parish share					
(this includes Vicar's salary, NI etc)	70,751	-	-	**70,751**	70,524
Salary of Families worker	8,755	-	-	**8,755**	9,245
Clergy/Families worker- travel expenses	418	-	-	**418**	512
	79,924	-	-	**79,924**	80,281
3(c) Fabric					
Church maintenance	3,747	-	463	**4,210**	16,353
Insurance and rates	3,130	-	-	**3,130**	3,067
Light and heat	3,417	-	-	**3,417**	4,414
Organ tuning and maintenance	425	-	-	**425**	410
Vicarage maintenance	249	-	-	**249**	821
	10,968	-	463	**11,431**	25,065
3(d) General church expenses					
Mission & hospitality	695	-	-	**695**	2,774
Music	205	-	-	**205**	111
Parish magazine	380	-	-	**380**	965
Post,telephone,stationery and copying	4,251	-	129	**4,380**	3,529
Presentations	177	-	-	**177**	262
Organists - fees	-	-	-	-	-
Salary of Administrator	5,408	-	-	**5,408**	6,562
Training	-	-	-	-	-
Youth work	435	-	-	**435**	3,218
	11,551	-	129	**11,680**	17,421
TOTAL CHARITABLE ACTIVITIES	**104,539**	-	**5,322**	**109,861**	130,628

4. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Current assets	110,000	3,683	**113,683**
Current liabilities	(7,350)	-	**(7,350)**
	102,650	**3,683**	**106,333**

5. RESTRICTED FUNDS

	Outward Giving	Timothy Fund	Churchyard Wall	Labyrinth Fund	Other Funds	Total Restricted Funds
	£	£	£	£	£	£
B/f 1.1.20	-	187	1,250	973	457	**2,867**
Income	4,730	-	1,244	164	-	**6,138**
Expenditure	(4,730)	-	-	(463)	(129)	**(5,322)**
C/f 31.12.20	**-**	**187**	**2,494**	**674**	**328**	**3,683**

Outward Giving Funds - Stewardship and collection income restricted for outward charitable giving.
Timothy Fund - Grant fund to help with cases of individual hardship. Fund allocated by Vicar.
Churchyard wall - Gifts towards repair of the churchyard wall.
Labyrinth Fund - The development of a labyrinth and nearby area in the churchyard.
Other Funds - were received for work on the fabric and equipment.

6. UNRESTRICTED FUNDS

	General Fund	Designated Premises Fund	Total Unrestricted Funds
	£	£	£
B/f 1.1.20	82,558	16,785	**99,343**
Income	107,846	-	**107,846**
Expenditure	(104,539)	-	**(104,539)**
Transfers	-	-	-
C/f 31.12.20	**85,865**	**16,785**	**102,650**

General Fund - Funds available for all activities of Christ Church, Ottershaw.
Designated Premises Fund - Fund to help meet expenditure incurred on the church buildings and fabric.

7. DEBTORS	31.12.20 £	31.12.19 £
Within one year		
Income tax recoverable	**5,974**	5,371
Prepayments and accrued interest	**239**	103
Other debtors	**1,185**	685
Over one year		
Prepayments	**175**	-
	7,573	6,159

8. CREDITORS	31.12.20 £	31.12.19 £
Creditors falling due within one year	**7,350**	11,474
	7,350	11,474

9. DIOCESAN PARISH SHARE

The Diocesan Parish Share is our share of the Diocesan expenditure budget. This covers the cost of paying, training and housing the ministry, Diocesan and National costs. Each parish's share is calculated by reference to the number of parishioners (3 year average of usual Sunday attendance), its relative prosperity, and a core ministry cost.
This ensures that the share is spread over all Parishes in the Diocese on a fair basis.
The current system was introduced with effect from January 2019.

10. STEWARDSHIP GIVING PROMISES	At 31.12.20 £	Change	At 31.12.19 £
As at 31st December promises were as follows:			
Annual total promises	**74,194**	1.7%	72,924
Tax recoverable on promises	**18,018**	4.5%	17,236
	92,212	2.3%	90,160
Average £/p **monthly promise** before tax	**£104.79**	5.2%	£99.62
Average £/p **yearly promise** before tax	£1,257.52	5.2%	£1,195.48
% of promises under Gift aid	**95%**		95%

The total number of promises and the analysis by monthly giving (before tax) are as follows:

	Under £25	£25+	£50+	£75+	£100+	£150+	£200+	£250+	Total
AT 31.12.20	**9**	**11**	**11**	**4**	**10**	**5**	**4**	**5**	**59**
AT 31.12.19	*13*	*11*	*8*	*7*	*8*	*5*	*4*	*5*	*61*

11. REMUNERATION & EXPENSES

Salaries of the p/t Families Worker and the p/t Parish Administrator totalled £13,618 (2019 £15,175)
Pension contributions totalled £544 (2019 £551) , but there were no social security contributions.

The following members of the PCC received remuneration or expenses:
Revd Dr Sandra Faccini - Expenses £418 (2019 £496)
No other members of the PCC received any remuneration or expenses.

12. GRANTS TO OTHER ORGANISATIONS

Detailed analysis	PCC £	Stewardship £	Special £		31.12.20 Total £	31.12.19 Total £
OVERSEAS MISSION and AID						
African charities (Sandra's sabbatical)	-	-	650		**650**	-
Christian Aid	-	-	721	*CA Week*	**721**	405
Church Mission Society	500	-	633		**1,133**	500
(Link: Chris & Veronica Padayachee)	50	-	-	*Cards*	**50**	200
Compassion (Link: Bobi)	146	-	181	*Children*	**327**	300
Mission Aviation Fellowship	100	-	-		**100**	100
Open Doors	-	-	-		**-**	720
Tear Fund	-	-	169	*Big Quiz*	**169**	231
Tear Fund	-	-	-		**-**	362
Traidcraft	-	-	-		**-**	313
	796	-	2,354		**3,150**	3,169
					46.1%	*40.3%*
HOME MISSION						
Bishop of Guildford Fund			177		**177**	-
Children's Society	-	-	-		**-**	270
Christ Church Norris Green	100	-	-		**100**	-
Christians Against Poverty (CAP)	-	-	-		**-**	316
Engage (who work with schools)	500	-	-		**500**	500
Friends of Guildford Cathedral	50	-	-		**50**	50
Guildford Dioc Guild of Bellringers	50	-	-		**50**	50
First Schools - Bibles	-	-	413	*School PTA*	**413**	634
Help for Heroes	-	-	-		**-**	344
Runnymede Deanery Synod - sub	305	-	-		**305**	305
Salvation Army	-	600	425	*Harvest*	**1,025**	400
Surrey Churches Preservation Trust	30	-	-		**30**	30
	1,035	600	1,015		**2,650**	2,899
					38.8%	*36.9%*
OTHER CHARITIES						
British Legion Poppy Appeal	-	-	125	*Remembrance*	**125**	351
Ottershaw Village Hall (Ground rent not claime	140	-	-		**140**	100
Rocha	125	-	-		**125**	-
Woking/Sam Beare Hospices	-	-	636	*Fundraising*	**636**	264
Other	-	-	-		**-**	628
	265	-	761		**1,026**	1,343
					15.0%	*17.1%*
TIMOTHY FUND	-	-	-		**-**	450
					0.0%	*5.72%*
GRAND TOTAL	2,096	600	4,130		**6,826**	7,861
% of income					**£113,984** ***6.0%***	£137,834 *5.7%*

13. BROOK MEMORIAL HALL (OTTERSHAW VILLAGE HALL)

Christ Church, Ottershaw granted a 35 year lease on the Brook Memorial Hall to a new charity 'Ottershaw Village Hall' with effect from 1 January 2008.

Christ Church Ottershaw
Trust Funds for the year ended 31st December 2020

	1.1.20 Cash C/f	Receipts	Payments	31.12.20 Cash C/f	31.12.20 Investments at market value	Total Funds
	£	£	£	£	£	£
HORA BEQUEST (Charity no 810351)						
45 shares CBF Investment Fund						
Upkeep of churchyard	331	26		**357**	820	**1,177**
MARIE CELESTE BENEFACTION (Charity no 205400)						
45 shares CBF Investment Fund						
Benefit of sick & poor of Ottershaw	592	26	-	**618**	820	**1,438**
SIR JOHN HUMPHREY GRAVE TRUST (Charity no 206773)						
Capital (fomerly £695 2.5% Consolidated Stock) now in cash						
Upkeep of churchyard	1,038	-	-	**1,038**	-	**1,038**
EDITH OLDHAM GRAVE TRUST						
Capital (formerly £98.46 3.5% War Stock) now in cash						
Care of grave and brass	182	-	-	**182**	-	**182**
FLORENCE HICHENS GRAVE TRUST (Charity no 221371)						
258 shares CBF Investment Fund						
Upkeep of churchyard	1,047	148	-	**1,195**	4,701	**5,896**
LILIAN EMILY FLETCHER GRAVE TRUST						
393 shares CBF Investment Fund						
Upkeep of churchyard	2,395	226	-	**2,621**	7,160	**9,781**
AGNES FLETCHER GRAVE TRUST						
18 shares CBF Investment Fund						
Upkeep of church and churchyard	172	10	-	**182**	328	**510**
	5,757	436	-	**6,193**	13,829	**20,022**

Note

The Guildford Diocesan Board of Finance are trustees of "Florence Hichens Grave Trust"

The Vicar and churchwardens of Christ Church Ottershaw are trustees of all the other trust funds.

The capital of both the John Humphrey Trust and the Edith Oldham Grave Trust have been repaid and are currently held in cash.