



**The Parochial Church Council Of The Ecclesiastical Parish Of  
All Saints', Woodham**

**Trustees Annual Report & Financial Statements**

**For The Year Ended 31st December 2021**

**Charity Number 1136433**

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## **Aims and Purposes**

The Parochial Church Council Of The Ecclesiastical Parish Of All Saints', Woodham (hereinafter PCC) has the responsibility of co-operating with the incumbent, the Reverend Father Iain Forbes, in promoting the ecclesiastical parish, the mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Hall at the rear of the premises at 564 Woodham Lane.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Saints. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish and also outside organisations that hire out our facilities. Our pattern of services and worship put faith into practice through sacrament, prayer, scripture and music.

When planning our activities for the year, we have considered the Commission's guidelines on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Sacrament, prayer and scripture developing individuals knowledge and trust in Jesus;
- Provision of pastoral care for people living within the parish along with the community who live outside the parish;
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of All Saints and the Parish Hall.

## A LETTER FROM THE VICAR

Welcome to the twenty-third (and final) annual letter prefacing a report. It has been a very strange year, and the shape of Church life has been very different over the past twelve month period. For much of the time, attendance at Church for Services has been restricted; and the restrictions in line with legislation have been exacerbated by the restrictions we have imposed on ourselves through caution and fear.

Perhaps the toughest aspect has been the lack of full obsequies and the lack of means to celebrate the ending of life and mark the stages on our journeys. The full cost and lasting effect of this is still being revealed to us. On the other hand, just as our Society has made a much swifter transition away from a cash based economy as a consequence of

the whole Covid scenario, our church has embraced quite radically the technological shifts that enable us to communicate and keep in touch - online prayer groups, ZOOM meetings, training and the collection of contributions to the Church coffers, all these now take place online; in the process enabling each to retain responsibility for keeping in touch and abreast of things as they unfold.

If this has pointed up the shortcomings - we cannot communicate sacramentally - it has also given us the means to communicate who we are and what we do to a wider extended community, and the outreach to fellow travellers has been encouraging. We are also hugely appreciative of the opportunities we have rediscovered of singing and making music together.

The enforced periods of 'exile' have also been used creatively in installing the most effective camera and sound systems, and making and seeing through effective plans for a new heating system for the Church: plans which will be implemented during late spring and early Summer.

Which leaves me feeling like Moses overlooking the Promised Land. Our journey together nears its end, as I leave for new pastures in Malvern. After what has for me been for me, over two decades 'travelling the road to freedom' in your company, I ask God's blessing on you and on your journeys in Christ's name.

*Travelling the road to freedom,  
I am the Way, I'll take you there.  
Choose to come on the journey,  
Or choose to criticise or stare.  
Earth's mesmerizing evil  
Only a traveller can repair.  
Travelling the road to freedom,  
I am the Way, I'll take you there.*

Keep me travelling along with you.

fr Iain



## Achievements and Performance

### Churchwarden Review

Currently we only have one churchwarden elected. Ideally every church should have two churchwardens, so there is currently a vacancy to assist. If anyone feels the urge to put themselves forward to ease the workload please speak to Dave who I am sure will welcome your assistance.

2021 has in itself been a more positive year, however the COVID-19 pandemic has been an issue in regards to outreach work and developing this area specifically.

### IT and Livestreaming

Over the course of that last year we have taken the opportunity to upgrade some of the IT facilities and also the Livestreaming equipment, in order that we can provide a much better quality of outreach through our online presence. This new equipment will allow us to produce better quality online services including words and graphics for those at home to see as well as those in church, giving our congregation a more inclusive feel to worship. The cost of these upgrades was **£2,895** – these upgrades have been supported with the help of the Friends who have donated **£500** towards the cost.

### Events

During the year we have in general managed to proceed with all our planned activities, the only exception being the cancellation of the Crib Service due to increased infection rates in the COVID-19 pandemic. We continued during the month of August with a series of outdoor masses in the courtyard followed by a lunch in the open air. These proved to be very successful, especially the Friends' Sunday we hosted, which included a Songs of Praise gratefully accompanied by a section of the Friary Band.

Other events throughout the year have included:

<b>July</b>	Midsummer Opera Concert of Tristan und Isolde (Act 3)
<b>September/October</b>	Art Exhibition by Sir Richard Head
<b>October</b>	Harvest Supper and Scottish Country Dancing
<b>November</b>	Midsummer Opera Concert of Tannhauser (act 3)
<b>December</b>	Loveday Singers Christmas Concert

### Church Grounds

We continued to be grateful to all those who have helped with gardening in the church grounds, in particular to Yvonne Woolvern who has done a great deal in and around the gardens. Unfortunately Yvonne has now moved to pastures new and we now have Karen Rengger who is assisting with the gardens at present.

We had a number of maintenance issues during the year within the grounds which were unplanned maintenance. Drainage issue behind Parish Room and Parish Hall costing **£2,280** and one tree felled due to broken trunk **£210**.

### Social Media

Our website is currently very old and does not do ourselves justice in being able to promote the church effectively in a digital age. This is currently in the process of being upgraded to a new one, which will be aimed to go live before the end of 2022.

In regards to social media and specifically our Facebook page. Below are some statistics:

Page Likes:	<b>292</b> registers followers ( <b>2020: 209</b> )
Average Page Reach:	<b>700</b> users weekly ( <b>2020: 750</b> )

Our weekly parish mass on average has a reach of between **50** and **100** people, with an average engagement (people interacting) of between **30** and **50** people.

Our weekday services for mass and night prayer on average has a reach of between **30** and **50** people, with an average engagement of between **5** and **20** people.

There is more we can do with the page, for instance using it for paid events that people can view online, also running appeals and attaching facilities that if people wish to give they can do so while watching a service.

### Personal Thanks

I would like to take this opportunity to thank specifically Adrian Vincent for all his help over the past year, specifically with regards to the fabric of All Saints' and to Tracy Woodward for her administrative support and the running of the Parish Hall (covered in separate report). I would also like to thank all others who have helped in anyway during the past twelve months.

*Dave Evans*

### *Church Fabric Review*

#### **February 2021**

The balustrade in the Church Hall was too low and the gaps between the bars were too wide for current safety regulations. A new balustrade was designed and installed by BRIMIC Engineering.

The church toilet drain was blocked by tree roots, and ASL Drainage re-lined a section of drain between the Parish Room and the septic tank.

#### **July 2021**

A major task identified by the church architect in her January 2018 Quinquennial Inspection Report was to undertake various stonework repairs to the building. These were undertaken by stonemason Richard Stone, of Anstey and Stone. The works included:

- re-pointing the external walls of the South Porch, Lady Chapel, Sacristy and North Facade;
- new stonework on the chimney and removal of the iron band;
- new stonework to boiler room;
- new stonework to North Aisle windows and re-pointing;
- re-fixed the statue of St Hugh figure in the Reredos.

#### **Throughout 2021**

The current hot air heating system, which had come to the end of its life continued to break down and incur expensive repair and maintenance costs. Work continued to plan for a new underfloor heating system to be installed in 2022.

#### **Future jobs**

Tasks that remain on the 'to do' list include:

- a replacement ladder system to access the Bell Tower, following the plan provided by John Taylor & Co;
- a more permanent repair to the loose wood blocks in the Sacristy floor;
- replacement of the Nave halogen lights with LEDs;
- a major Organ restoration.

*Adrian Vincent*

## *Deanery Synod Review*

All Saints has two elected PCC places that come with membership of the Woking Deanery Synod. The incumbent is automatically a member. I was the elected member in 2021. The Synod met three times in 2021.

At the February meeting, the Revd Mark Wallace of St Mary of Bethany, Woking, spoke about Living in Love and Faith, “a process of learning and praying together as part of discerning a way forward in relation to matters of identity, sexuality, relationships and marriage.”

At the June meeting four churches shared their experiences. Chris Watts spoke of the benefits of St Paul’s Woking hosting a vaccination centre. Jonathan Miles spoke of St Mary of Bethany’s on-line groups. Jenny Jones told of their “forest church” outdoor monthly service at St Peter’s Woking. Shani Orchard of St Andrew’s Goldsworth Park spoke of their partnership with Foodwise.

In October, Alison Moulden, the Diocesan Environmental Officer, gave a presentation on helping churches moving towards net zero carbon emissions.

*Adrian Vincent*

## *Safeguarding Review*

The PCC has the responsibility to ensure the church does its best to safeguard the members. There are two aspects to this:

### 1. Safeguarding of children and young adults

This entails making sure any person interacting with either group over and above the confines of a church service has been DBS checked. It also means looking out for signs of abuse of those in our midst. The PCC members must each complete training in safeguarding and domestic abuse (currently online), provided by the diocese.

### 2. Risk Assessment

Each time the church puts on an activity, over and above the regular church services, it is required to complete a risk assessment. This should then be approved by the PCC.

Outside users and hirers of the church, church hall and parish room are required to sign to confirm they have completed a risk assessment for the activity before it can be held. They also sign to say they are aware of the Church of England’s safeguarding policy to which we adhere to at All Saints.

The PCC and churchwardens also make sure the church premises is fit for purpose.

Two copies of the Church of England’s Safeguarding Handbook are in the parish office. These are required reading for the PCC, but may also be signed out and read by any member of the congregation. The handbook can also be found online <https://www.churchofengland.org/safeguarding/policy-and-practice-guidance/templates-and-resources>

Safer recruitment training has been completed by additional members of the PCC.

“The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all.” Promoting a safer church policy document, Church of England.

*Sarah Jones*

### *Flower Arranging Review*

Due to the unpredictability of Covid regulations over the last year, many services were still on-line and continue to be for those who prefer it.

However, we have managed to resume many of the usual flower arrangements, particularly for festivals now rules have been relaxed and hope to continue to do so.

We are a small team of three and would welcome any newcomers who may care to join us.

*Marilyn Gillard*

### *Parish Hall Review*

The beginning of the year started with the hall being shut again to hall users for all of January, February and March due to Tier 4 Covid restrictions.

We did manage to rent it out for two days to a professional dancer for a rehearsal space as this was allowed under covid restrictions.

During March, Neil Thornton (Papillon Cakes) started using the kitchen again some weeks.

At the end of March/beginning of April we also had the balustrading replaced on the balcony. This was a good time to get this done as the hall was not being used at this time.

Towards the end of April, Covid restrictions were lifted enough to allow children's sporting activities to resume which meant that Vacani School of Dance resumed their classes. Julie Sianne Theatre Arts also started using the hall on Wednesday afternoons.

In May, the hall was used as a Polling Station.

From mid-May onwards both the martial arts group and the toddler football resumed their classes.

As Covid restrictions were further lifted, a few more users were able to resume their activities during the Summer, along with one or two family parties and social events taking place.

In September all our regular users resumed their bookings and we had a flurry of children's party bookings throughout the autumn.

The Parish Harvest supper and celidh were held in the hall in October and hall use was good throughout November too.

As the Omicron variant became more prevalent, most users finished early for Christmas.

Overall, considering that for the first four months of the year the hall had to be closed due to Covid restrictions, the hall has had a very successful second half of the year with hall bookings very healthy.

*Tracy Woodward*



## *Prayer Group Review*

“ Pray for your brothers and sisters.....Keep each other’s spirits up so that no one falls behind or drops out.” (Ephesians chapter 6 verse 18) The Message

At the beginning of the pandemic a prayer group was set up so people could support and encourage each other. Now we have a WhatsApp group which, though it is used to disseminate information and news also, is often used to relay prayer requests and prayer support. Should any member of the congregation reading this feel they should like to be included in the group please see Dave Evans.

As our services are now live-streamed care has to be taken to respect personal privacy during our intercessions. However we are able to offer prayer with permission, and generic prayer. Naturally this happens at our two week day Eucharist services as well as at our main Sunday Eucharist. On Wednesday evening a service of Night Prayer is held in the Lady Chapel which is also streamed.

Which leads me on to wonder, with such a wide range of people watching our live streams who knows how extensive is the amount of prayer engendered? May we continue to widen and deepen our prayer as we prepare to manage without Father Iain’s constant support.

*Janet Cummins*

## *Music Review*

How to keep a high profile for Music as part of our life and worship during lockdown? This has been the undelying question during the past year, and while having to forego the live input of Choir and organ, we have made the most of the opportunity to livecast a much wider variety of pieces to support or spark off our worship. There is a growing determination to make the most of what has been experienced and learned.

It was sad that Rick Ericsson’s resignation coincided with our extended diaspora period, and meant that his unexpected move though not unremarked, could not be celebrated in the style it deserved–We owe Rick a great deal of thanks for his stalwart dedication to preserving and expanding our reputation as a music venue and leading the campaign to ensure the future of the Organ itself. We wish him well at his new post in Guildford.

The trepidation felt by the musicians as we faced a process to appoint a new leader for the Music team at All Saints was largely unwarranted. We enjoyed a most encouraging response to the invitation for applications, and drew together an extensive tranche of very well qualified candidates. The appointment process skillfully overseen by Anna Loveday, was consultative and widely supported the popular choice made. Mr Jeffrey Gray accepted the mantle from late September, and is already making his presence felt. Choir morale has never been higher.

*Vicar*

## *Sacristy Review*

I am very grateful to all who have assisted throughout the year in serving at the various liturgies. My specific thanks go to **Gavin Loveday** and **Adrian Vincent** who have helped maintain where possible a regular serving team alongside myself. We could do with more (as is always the case) in order to ease the burden on just three of us at present. If you feel able to assist in becoming a server please let Tracy or myself know.

*Dave Evans*

## *Financial Review*

### Incoming Resources

The financial situation of the parish is in a relatively healthy state as at the end of the year. However as stated last year, we are having to think more like a business in order to generate the incoming funds required to maintain all aspects of church life.

Total incoming resources during the year were **£378,367** of which **£19,582** was restricted as follows:

Project	Value (£)
Parish Hall Refurbishment	2,000
Church Heating Project	17,000
Organ Fund	82
St Michaels, Sheerwater	240

Our main source of income outside of monthly giving and donations is from the Parish Hall. This has increased from **2019: £17,490** to **2020: £22,595**. We also received a number of legacies during 2020 amounting to **£248,050** which has meant a significant difference to the funds we have available.

Giving has recovered from what we received **2020: £65,439** to **2021: £76,032**. We are in the process of rolling out the Parish Giving Scheme, which makes a significant difference to cash flow. If you have not yet signed up to this please see Dave and he will give you the necessary information.

### Outgoing Resources

In terms of expenditure our largest item is our Parish Share to the Diocese which has remained at **£71,598** for 2020. We have managed due to the significant income we received through 2020 to be able to clear all our arrears against Parish Share during the year. We are now clear with the Diocese.

All other expenditure was as standard for running the parish. Utilities, Wages, Housekeeping and Maintenance, with exception of stonework held over from the previous Quinquennial Inspection which was delayed due to the COVID-19 pandemic, this was a cost of **£9,598** however we were able to recover the VAT on this from the Listed Building Fund.

Organist's Stipend has moved to be included in Parish Staff Salaries & Wages.

*Dave Evans*

### **Reserves Policy**

Even though the parish finances are in relatively good order, the level of reserves has increased, however we should not be complacent in the funds we generate in order to maintain those reserves for major works. The PCC notes the importance of maintaining the fabric and major projects which are currently in process and future projects for the survival of the parish. As per last year the Treasurer will maintain a minimum working capital of **£25,000** in order to cover unexpected issues.

### **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwarden/s, the reader and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/ members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC. The full PCC met **6** times during the year with an average level of attendance of **8**.

### Administrative Information

All Saints Church is situated on Woodham Lane, Woking near to the Six Ways roundabout. It is part of the Diocese of Guildford within the Church of England. The correspondence address is:

**The Parish Office**  
**All Saints Church**  
**564 Woodham Lane**  
**Woking**  
**Surrey**  
**GU21 5SH**

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission. PCC members who have served at any time from 1st January 2020 until the date on this report are as follows:

#### Ex-Officio Members:

- Incumbent (Chair): The Reverend Father Iain William Forbes
- Licenced Lay Reader: Mrs Carole Gasson
- Churchwarden (Vice Chair): Mr Dave Evans
- PCC Secretary: Mrs Tracy Woodward
- PCC Treasurer: Mr Dave Evans

#### Elected Members

- Deanery Synod Rep: Mr Adrian Vincent
- PCC Member: Mr Kevin Lawrance
- PCC Member: Mrs Shirley Price (to APCM 2021)
- PCC Member: Ms Jennie Shand Higgins
- PCC Member: Mr Rupert Wilmouth
- PCC Member: Mr Michael Brown (co-opted June 2021)
- PCC Member: Mrs Sandy Smith (co-opted June 2021)

## Independent Examiner's Report On The Accounts

Report to the trustees and members of: **Woodham Parochial Church Council**

On the accounts for the year ended: **31st December 2021**

Charity No: **1136433**

I report to the trustees on my examination of the accounts of the PCC of the Church of All Saints, Woodham ("the Trust") for the year ended 31st December 2021, which are set out in pages **15 to 28**

### Responsibilities and Basis of Report

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

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

### Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

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



**Signed:**

**Date:** 10/03/2022

**Name:** Gavin Loveday, FCCA



**Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham**

**Statement of Financial Activities**

**For the year ending 31st December 2021**

	<u>Note</u>	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<b><u>Incoming Resources</u></b>						
Incoming Resources from Donors	2.1	326,759	3,322	<b>330,081</b>	91,389	<b>238,692</b>
Activities in furtherance of the Council's Aims and Objectives	2.2	2,724	0	<b>2,724</b>	1,319	<b>1,405</b>
Activities Generating Funds	2.3	1,904	0	<b>1,904</b>	1,618	<b>286</b>
Parish Hall Income	2.4	22,595	1,000	<b>23,595</b>	63,132	<b>(39,537)</b>
Other Incoming Resources	2.5	5,033	15,000	<b>20,033</b>	998	<b>19,035</b>
<b>Total Incoming Resources</b>		<b>359,015</b>	<b>19,322</b>	<b>378,337</b>	<b>112,169</b>	<b>266,168</b>
<b><u>Resources Used</u></b>						
Expenditure in furtherance of the Council's Aims and Objectives	3.1	(105,131)	(3,093)	<b>(108,224)</b>	(89,855)	<b>(18,369)</b>
Support Costs	3.2	(27,651)	0	<b>(27,651)</b>	(18,003)	<b>(9,648)</b>
Grants and Donations	3.3	(220)	0	<b>(220)</b>	(644)	<b>424</b>
Governance Costs	3.4	0	0	<b>0</b>	0	<b>0</b>
Parish Hall Expenditure	3.5	(8,097)	(4,287)	<b>(12,385)</b>	(51,417)	<b>39,032</b>
<b>Total Resources Used</b>		<b>(141,099)</b>	<b>(7,380)</b>	<b>(148,479)</b>	<b>(159,919)</b>	<b>11,440</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>217,916</b>	<b>11,942</b>	<b>229,858</b>	<b>(1,224)</b>	<b>231,082</b>
<b>Exceptional Items</b>	4	0	0	0	0	0
<b>Funds Carried Forward (pre-revaluation)</b>		<b>236,851</b>	<b>17,549</b>	<b>254,400</b>	<b>24,542</b>	<b>229,858</b>
<b>Revaluation</b>		0	0	0	0	0
<b>Total Funds Carried Forward</b>		<b>236,851</b>	<b>17,549</b>	<b>254,400</b>	<b>24,542</b>	<b>229,858</b>


# Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

## Balance Sheet

As at 31st December 2021

	<u>Note</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<b><u>Fixed Assets</u></b>				
Land & Buildings at St Michaels', Dartmouth Avenue	5.0A-01	75,000	75,000	0
Land & Buildings at 288 Albert Drive	5.0A-02	64,598	64,598	0
Parish Hall at Woodham Lane	5.0A-03	0	0	0
<b>Total Fixed Assets</b>		<b>139,598</b>	<b>139,598</b>	<b>0</b>
<b><u>Current Assets</u></b>				
Receivables	6.1	6,528	13,939	(7,411)
Cash In Hand and Bank	6.2	195,535	34,362	161,173
<b>Total Current Assets</b>		<b>202,063</b>	<b>48,301</b>	<b>153,762</b>
<b><u>Liabilities</u></b>				
Operational Creditors	7.1	(3,451)	(83,580)	80,129
Other Short Term Creditors	7.2	(8,808)	(4,775)	(4,033)
<b>Total Liabilities</b>		<b>(12,259)</b>	<b>(88,355)</b>	<b>76,096</b>
<b>Net Assets less Liabilities</b>		<b>329,402</b>	<b>99,544</b>	<b>229,858</b>
<b><u>Funds Represented</u></b>				
	8			
General Fund		206,593	18,937	187,656
Restricted Funds		17,809	5,607	12,202
Designated Funds		105,000	75,000	30,000
<b>Total Fund of The PCC</b>		<b>329,402</b>	<b>99,544</b>	<b>229,858</b>

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

Signature: 

Name: Reverend Father Iain William Forbes  
(Incumbent)

Date: 10th March 2022

Signature: 

Name: Mr David Evans  
(Churchwarden)

Date: 10th March 2022

## Parochial Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

### Notes to the Financial Statements For the year ending **31st December 2020**

Church Accounting Regulations would usually require financial statements to be prepared for The Parish of Woodham Parochial Church Council on a consolidated basis to include St Michael's Church, Sheerwater which is itself shared with the Methodist Church. St Michael's accounts are not subject to examination. During the period of the Bishop's Mission Order for Sheerwater, the PCC is not responsible for the finances of St Michael's, therefore this report relates strictly to the financial affairs of All Saint's Church, Woodham alone and has been reviewed by an independent examiner.

#### 1. Accounting Standard and Policies

The financial statements have been prepared in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102); The Charities Commission Statement of Recommended Practice applicable to charities (effective 1st January 2015); and the Church Accounting Regulations 2006. The financial statements have been prepared on an accruals basis (meaning all expenses are included even if not paid).

##### 1A. Funds

General Funds - this represents the funds of the PCC that are not subject to any restrictions regarding their use and are available in a general purpose of the PCC.

Restricted Funds - this represents those funds received for a specific purpose or invited by the PCC for a specific purpose and must be spent on that purpose.

Designated Funds - this represents the funds of the PCC which have been designated for a specific purposes, although these remain as unrestricted and can be drawn back to general funds following decision made by the PCC.

Details of these funds and their restrictions are set out later in this report.

##### 1B. Incoming Resources

###### Voluntary Income and Capital Sources

- Collections are recognised when received by or on behalf of the PCC;
- Planned Giving receivable under Gift Aid is recognised only when it is received;
- Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

###### Other Income

- Rental Income from parish hall lettings is recognised at the point of hire;
- Funds raised through events and sales etc are counted gross.

###### Investment Income Gains and Losses

- Dividends and interest entitlements are accounted for when due and payable;
- Realised gains and losses are recognised when investments are sold;
- Unrealised gains and losses on investments are evaluated on 31st December, annually.

###### Grants and Legacies

- Grant and legacies to the PCC are recognised once the PCC has evidence of entitlement and once the amount can be measured with reasonable certainty.

## 1C. Resources Used

### Cost of Generating Funds

- The cost of generating funds are those costs incurred in attracting voluntary income including the running of the Parish Hall

### Expenditure in furtherance of the Council's Aims and Objectives

- Activities directly related to the work of the church including the Diocesan Parish Share payable to the Diocese, clergy cost and church running costs. Any parish share payable to the diocese which is unpaid as at the 31st December, is provided for in these financial statements as an operational though not a legal liability and is shown as a creditor in the balance sheet.

### Support Costs

- Support Costs include the cost of the Parish Administrator

## 1D. Assets

### Fixed Assets

- Capitalised functional assets will be depreciated at annual rates which spread the cost evenly over the useful life of the asset.

## 1E. Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

# Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

## 2. Income Notes on Incoming Resources

For the year ending **31st December 2021**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<b><u>2.1 Incoming Resources from Donors</u></b>					
<i><u>Planned Giving</u></i>					
Tax Efficient Giving	44,279	1,000	<b>45,279</b>	39,105	<b>6,174</b>
Other Planned Giving	7,678	0	<b>7,678</b>	7,440	<b>238</b>
St Michaels', Sheerwater	0	240	<b>240</b>	240	<b>0</b>
Gift Aid Recoverable	16,754	0	<b>16,754</b>	12,741	<b>4,013</b>
<b>Sub-Total Planned Giving</b>	<b>68,711</b>	<b>1,240</b>	<b>69,951</b>	<b>59,286</b>	<b>10,665</b>
<i><u>Collections</u></i>					
Cash & Card Collections	2,104	0	<b>2,104</b>	2,414	<b>(310)</b>
"Friends Donations"	500	1,000	<b>1,500</b>	0	<b>1,500</b>
General Donations Received	1,394	1,082	<b>2,476</b>	3,738	<b>(1,262)</b>
<b>Sub-Total Collections</b>	<b>3,998</b>	<b>2,082</b>	<b>6,080</b>	<b>6,153</b>	<b>(73)</b>
<i><u>Legacies</u></i>					
Legacies Received	254,050	0	<b>254,050</b>	25,950	<b>228,100</b>
<b>Sub-Total Legacies</b>	<b>254,050</b>	<b>0</b>	<b>254,050</b>	<b>25,950</b>	<b>228,100</b>
<b>Total Incoming Resources from Donors</b>	<b>326,759</b>	<b>3,322</b>	<b>330,081</b>	<b>91,389</b>	<b>238,692</b>

## **2.2 Activities in Furtherance of the Council's Aims & Objectives**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<i><u>Statutory Fees</u></i>					
Weddings	386	0	<b>386</b>	0	<b>386</b>
Funerals	2,214	0	<b>2,214</b>	675	<b>1,539</b>
Baptisms	0	0	<b>0</b>	0	<b>0</b>
<b>Sub-Total Statutory Fees</b>	<b>2,600</b>	<b>0</b>	<b>2,600</b>	<b>675</b>	<b>1,925</b>
<i><u>Mission Giving</u></i>					
General Mission Fund	124	0	<b>124</b>	0	<b>124</b>
York Road Project	0	0	<b>0</b>	644	<b>(644)</b>
<b>Sub-Total Mission Giving</b>	<b>124</b>	<b>0</b>	<b>124</b>	<b>644</b>	<b>(520)</b>
<b>Total Activities in Furtherance of the Council's Aims &amp; Objectives</b>	<b>2,724</b>	<b>0</b>	<b>2,724</b>	<b>1,379</b>	<b>1,405</b>



# Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

## 2. Income Notes on Incoming Resources

For the year ending 31st December 2021

### 2.3 Activities Generating Fund

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Christmas Fundraising	95	0	95	65	30
Concert & Recitals	930	0	930	1,106	(176)
Hospitality	779	0	779	400	379
Book & Publications	30	0	30	10	20
Other Fundraising	70	0	70	37	33
<b>Total Activities Generating Funds</b>	<b>1,904</b>	<b>0</b>	<b>1,904</b>	<b>1,618</b>	<b>286</b>

### 2.4 Parish Hall Income

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Letting Income	22,595	0	22,595	17,490	5,105
Major Project Income	0	1,000	1,000	45,642	(44,642)
Fundraising for Parish Hall	0	0	0	0	0
<b>Total Parish Hall Income</b>	<b>22,595</b>	<b>1,000</b>	<b>23,595</b>	<b>63,132</b>	<b>(39,537)</b>

### 2.5 Other Incoming Resources

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Other Income	1,933	0	1,933	340	1,593
Major Projects	0	15,000	15,000	0	15,000
VAT Refunds	3,100	0	3,100	658	2,442
<b>Total Other Incoming Resources</b>	<b>5,033</b>	<b>15,000</b>	<b>20,033</b>	<b>998</b>	<b>19,035</b>
<b>Total Incoming Resources</b>	<b>359,015</b>	<b>19,322</b>	<b>378,337</b>	<b>112,169</b>	<b>266,168</b>

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

3. Expenditure Notes on Resources Used

For the year ending 31st December 2021

**3.1 Expenditure in Furtherance of the Council's Aims & Objectives**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<i><u>Regular Expenditure</u></i>					
Diocesan Parish Share	(71,598)	0	(71,598)	(71,598)	0
Diocesan Statutory Fees	0	0	0	0	0
Visiting Clergy	0	0	0	0	0
Vicarage Expenses	(296)	0	(296)	(468)	172
Church Utilities (Electricity, Water & Gas)	(9,001)	0	(9,001)	(2,627)	(6,374)
Church Insurance	(4,098)	0	(4,098)	(3,673)	(425)
Church Maintenance	(4,913)	0	(4,913)	(3,026)	(1,887)
Church Grounds Maintenance	(2,600)	0	(2,600)	(951)	(1,649)
Music & Worship	(3,024)	0	(3,024)	(7,512)	4,488
<b>Sub-Total Regular Expenditure</b>	<b>(95,530)</b>	<b>0</b>	<b>(95,530)</b>	<b>(89,855)</b>	<b>(5,675)</b>
	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
<i><u>Major Expenditure</u></i>					
Church Electrical Work	0	0	0	0	0
Church Heating Works	0	(3,093)	(3,093)	0	(3,093)
Church Roof Works	0	0	0	0	0
Church Quinquennial	(9,599)	0	(9,599)	0	(9,599)
Organ Maintenance				0	
<b>Sub-Total Major Expenditure</b>	<b>(9,599)</b>	<b>(3,093)</b>	<b>(12,692)</b>	<b>0</b>	<b>(12,692)</b>
<b>Total Expenditure in Furtherance of the Council's Aims &amp; Objectives</b>	<b>(105,131)</b>	<b>(3,093)</b>	<b>(108,224)</b>	<b>(89,855)</b>	<b>(18,367)</b>

**Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham**

**3. Expenditure Notes on Resources Used**

**For the year ending 31st December 2021**

**3.2 Support Costs**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Organist's Stipend	0	0	0	(7,200)	0
Parish Staff Salaries & Associated Costs	(12,177)	0	(12,177)	(4,107)	(8,070)
Telephone & Broadband	(793)	0	(793)	(803)	10
Photocopier	(2,131)	0	(2,131)	(1,200)	(931)
Stationary & Office Supplies	(357)	0	(357)	(209)	(148)
IT Costs	(4,417)	0	(4,417)	(1,615)	(2,802)
Accounting Services	(316)	0	(316)	0	(316)
Church Housekeeping	(2,161)	0	(2,161)	(1,123)	(1,038)
Hospitality	(1,683)	0	(1,683)	(324)	(1,359)
Sundry Expenses	(3,616)	0	(3,616)	(1,421)	(2,195)
<b>Total Support Costs</b>	<b>(27,651)</b>	<b>0</b>	<b>(27,651)</b>	<b>(18,003)</b>	<b>(9,648)</b>

**3.3 Grant and Donations**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
General Mission Fund	(220)	0	(220)	0	(220)
York Road Project	0	0	0	(644)	644
<b>Total Grants and Donations</b>	<b>(220)</b>	<b>0</b>	<b>(220)</b>	<b>(644)</b>	<b>424</b>

**3.4 Governance Costs**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Independent Examiner's Remuneration	0	0	0	0	0
<b>Total Governance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**3.5 Parish Hall Expenditure**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Parish Hall Utilities (Electricity, Gas & Water)	(2,358)	0	(2,358)	(1,836)	(522)
Parish Hall Housekeeping	(2,267)	0	(2,267)	(2,144)	(123)
Parish Hall Insurance	(1,948)	0	(1,948)	(1,921)	(27)
Parish Hall Major Maintenance Projects	0	(4,287)	(4,287)	(48,181)	43,894
Parish Hall General Maintenance	(1,524)	0	(1,524)	3,319	(4,843)
Parish Hall Sundry Expenses	0	0	0	(653)	653
<b>Total Parish Hall Expenditure</b>	<b>(8,097)</b>	<b>(4,287)</b>	<b>(12,385)</b>	<b>(51,417)</b>	<b>39,032</b>
<b>Total Resources Used</b>	<b>(141,099)</b>	<b>(7,380)</b>	<b>(148,479)</b>	<b>(159,275)</b>	<b>10,796</b>

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

4. Exceptional Costs Notes

For the year ending **31st December 2021**

**4.0 Exceptional Cost's**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Exceptional Items	0	0	0	0	0
<b>Total Exceptional Cost's</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Employee Emoluments

The PCC continued to engage the services of an organist and parish administrator during the year.

Total emoluments & payroll costs for the year amount to **£12,177 (2020: £4,107)**.

Related Party Transactions

There were no related party transactions during the current year

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

5. Notes on Fixed Assets

As at **31st December 2021**

**5.0A-01 Sheerwater Churches Limited**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Land & Buildings at St Michaels' Dartmouth Ave	75,000	0	75,000	75,000	0
<b>Total Sheerwater Churches Limited</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

5. Notes on Fixed Assets

As at **31st December 2021**

**5.0A-02 288 Albert Drive, Sheerwater**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Land & Buildings at 288 Albert Drive, Sheerwater	64,598	0	64,598	64,598	0
<b>Total Sheerwater Churches Limited</b>	<b>64,598</b>	<b>0</b>	<b>64,598</b>	<b>64,598</b>	<b>0</b>



Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

5. Notes on Fixed Assets

As at 31st December 2021

**5.0A-03 Parish Hall**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Parish Hall	0	0	0	0	0
<b>Total Parish Hall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

The PCC entered into an agreement with the local Methodist Circuit to pool resources and build a new church on Sheerwater. They formed a limited company, Sheerwater Churches Limited, each holding a 50% stake.

On the basis of a sharing agreement entered into by the representatives of the Anglican and Methodist Church on the 24th March 1974, the freehold land and church at 288 Albert Drive, Sheerwater was purchased on the 10th April 1976 to be owned and maintained by Sheerwater Churches Ltd, as Custodian Trustee. Under a subsequent Declaration of Trust, entered into on the 14th April 1997, beneficial ownership of the property is divided between the Anglican and Methodist Churches in the following proportions:

The Methodist Circuit                      50% (or 69/138)

The Anglican Church                        50% (or 69/138)

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

6. Notes on Current Assets

As at 31st December 2021

**6.1 Receivables**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Customer Outstanding Debtors	1,531	0	1,531	1,564	(33)
Gift Aid Not Received	1,396	0	1,396	6,375	(4,979)
Accrued Income	3,600	0	3,600	6,000	(2,400)
<b>Total Receivables</b>	<b>6,527</b>	<b>0</b>	<b>6,527</b>	<b>13,939</b>	<b>(7,412)</b>

**6.2 Cash at Bank and in Hand**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Cash In Hand & Uncleared Cheques	1,741	0	1,741	100	1,641
Current Accounts	17,659	0	17,659	9,135	8,524
Savings Accounts	176,134	0	176,134	25,127	151,007
<b>Total Receivables</b>	<b>195,535</b>	<b>0</b>	<b>195,535</b>	<b>34,362</b>	<b>161,173</b>

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

7. Notes on Current Liabilities

As at 31st December 2021

**7.1 Operating Creditors**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Parish Share Creditor	0	0	0	(81,034)	81,034
Creditors Not Due For Payment	(3,451)	0	(3,451)	(2,546)	(905)
<b>Total Operating Creditors</b>	<b>(3,451)</b>	<b>0</b>	<b>(3,451)</b>	<b>(83,580)</b>	<b>80,129</b>

**7.2 Other Creditors**

	<u>General</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
Accruals–Grounds	0	0	0	0	0
Accruals–Church	(2,917)	0	(2,917)	(1,371)	(1,546)
Accruals–Hall	(650)	0	(650)	(200)	(450)
Diocesan Statutory Fees Payable	(2,268)	0	(2,268)	(2,301)	33
Hall Deposits Held	(2,885)	0	(2,885)	(500)	(2,385)
Payroll Liabilities	180	0	180	0	180
Other Fees Payable	(268)	0	(268)	(403)	117
<b>Total Other Creditors</b>	<b>(8,808)</b>	<b>0</b>	<b>(8,808)</b>	<b>(4,775)</b>	<b>(4,033)</b>

Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

8. Notes on Funds

As at 31st December 2021

**8.1 Funds**

	<u>Op. Bal</u> <u>31.12.2020</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Cl. Bal</u> <u>31.12.2021</u>
General Fund	18,937	328,755	(141,099)	206,593
<b>Restricted Funds</b>				
Car Park	687	0	0	687
Garden Of Remembrance	1,125	0	0	1,125
Church Hall	2,011	2,000	(4,287)	(276)
Church Organ	0	82	0	82
Church Heating	0	17,250	(3,093)	14,157
St Michaels' Sheerwater	1,784	250	0	2,034
<b>Total Restricted Funds</b>	<b>5,607</b>	<b>19,582</b>	<b>(7,380)</b>	<b>17,809</b>
<b>Designated Funds</b>				
Church Heating	0	12,500	0	12,500
Church Organ	0	12,500	0	12,500
Garden of Remembrance	0	5,000	0	5,000
<b>Total Designated Funds</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>
<b>Revaluation Reserve</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>75,000</b>
<b>Total Funds</b>	<b>99,544</b>	<b>378,337</b>	<b>(148,479)</b>	<b>329,402</b>