

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

**Trustees Annual Report & Financial Statements**

**For The Year Ended 31<sup>st</sup> December 2022**

**Charity Number 1136433**

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## **Aims and Purposes**

The Parochial Church Council Of The Ecclesiastical Parish Of All Saints', Woodham (hereinafter referred to as 'the PCC') has the responsibility of co-operating with the incumbent, 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.

# Achievements and Performance

## Incumbent's Review

Fr Roland writes....

All Saint's entered their vacancy process on Easter Day 2022 with the departure of the Fr Iain after 23 years and also reallocated to the Parish Hall while the new floor and underfloor heating were installed. The project was expertly managed by Mr Adrian Vincent, our churchwarden, completed on time and suitably blessed by the Diocesan Bishop in October.

Worship in the Parish Hall saw a number of visiting clergy come and support us and Carole Gasson, Adrian Vincent, Dave Evans, and Tracy should be thanked for their management of the visiting clergy rota and setting up each Sunday.

The process of appointing a new Incumbent under the preferred candidate scheme took place from June with Fr Roland Olliff being interviewed by the Church Wardens, and then a panel from the church in mid September. Fr Roland was licensed as O.8, interim Priest in Charge on 31st October by the Bishop and Archdeacon of Dorking. We have seen growth in the congregation 30% since Advent 2022

I am very grateful that since my induction I have been ably supported by so many people as I have got to know the family of All Saints and begun to settle in here with my wife. Services have continued across the liturgical seasons with a busy Advent and Christmas. We have just completed our 2023 Lent Course (The Way) which was attended each week by around 30 people split across a Tuesday morning and Wednesday Evening. As I write this in Easter Week we have just completed a very special Holy Week and superb Easter Day Services. I would like to thank all who were involved and who have shown such dedication with their time and energy and especially Mr Jeffery Gray our Musical Director and the Choir.

The Church is undertaking the Diocesan Health and Viability Study with the central mission team and that will continue after our 2023 APCM. The Bishops Mission Order, now in its 2nd and final phase, will end in 2026 with a decision by the Bishop on the future of St Michael's. We are planning extensive work on the Parish Hall with new doors and windows and future projects include work of the Parish Room with extra toilets and office space and new chairs for the church. The Quinquennial inspection has now been completed and the PCC will look at it in due course. I would like to thank the PCC for their hard work and wisdom in guiding the Church during the vacancy and 2023. The refurbishment of the vicarage is still ongoing.

Attached are the reports of the various groups that we have here at All Saints and I am delighted to offer them to you to read and comment on at the APCM later this month. It has been a real joy to be the Parish Priest of All Saints, Woodham during the later part of 2022 and 2023

Christus resurrexit, alleluia

Fr Roland

## Churchwarden's Review

2022 has been a year of ups and downs. At the beginning of the year we saddened to hear that Fr Iain was leaving us for pastures new to semi-retirement post as Chaplain to the Beauchamp Community in Malvern, Gloucestershire. Fr Iain final service formally was Easter Sunday 2022, officially moving at the end of May 2022.

Between Easter and September we not only had no incumbent we also had to move from the Church whilst the major works were undertaken on the new underfloor heating system and flooring. Huge thanks must go to Adrian Vincent for overseeing this massive project.

It was great to welcome a number of visiting clergy during the vacancy period who lead our main Sunday service and also occasional offices such as (weddings, funerals and baptisms), our thanks go to:

Fr Damian Miles-Harrison  
Fr Gerard Mee  
Mthr Jo Winn-Smith  
Fr Haydon Wilcox  
Fr Roland Olliff  
Rev Andy Reid  
Canon Chris Hollingshurst  
Rt Rev Andrew Watson

To say that I was not filled with the joy at going into vacancy. This actually proved to be a much easier process than we were anticipating and ended up with us welcoming Fr Roland Olliff as our new incumbent on All Saints' Day 2022.

### *IT and Livestreaming*

We have continued to livestream the majority of our services on our facebook page in order to carry on engaging with our dispersed members. We have had the services of Charlotte as she undertook her Duke of Edinburgh Bronze Award.

### *Events*

We have not done a huge amount of formal events during the year as the vacancy and use of church being restricted due to the building works.

Main events throughout the year have included:

<b>April</b>	Farewell Celebration for Fr Iain (17 <sup>th</sup> )
<b>June</b>	Queens Elizabeth's Platinum Jubilee Weekend (5 <sup>th</sup> )
<b>August</b>	Friends of Woodham Assumption Lunch (14 <sup>th</sup> ) Parish BBQ Lunch (28 <sup>th</sup> )
<b>September</b>	Heritage Open Day (17 <sup>th</sup> ) Loveday Singers Autumn Concert (18 <sup>th</sup> ), for re-opening of the church

October  
December

All Saints' Day Festal Mass, Celebration of New Ministry for Fr Roland  
Loveday Singers Christmas Concert (13<sup>th</sup>)

### *Church Grounds*

Unfortunately we have been unable to find a replacement for Yvonne Wolvern in maintaining the flower beds around the church grounds, if anyone would like to volunteer to assist with this we would be very grateful. Thanks must go to Adrian's parents who assist with keeping the grass mown throughout the year.

### *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 has been upgraded and will go live in the new year.

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

Page Likes:	<b>376</b> registers followers (2021: 292)
Average Page Reach:	<b>1,000</b> users weekly (2021: 700)

### *Personal Thanks*

I would like to take this opportunity to thank all the PCC for their diligence and help over the past year and to Tracy Woodward for her administrative support and the running of the Parish Hall (covered in separate report).

*Dave Evans*

## Church Fabric Review

### *Heating project*

The major building project in 2022 was the installation of underfloor heating in the Nave and Lady Chapel.

The 1991 installed heating system of an external boiler blowing warm air through a vent in the roof was frequently breaking down and had come to the end of its life. The hot air and rapid changes in temperature was also damaging the organ.

After consulting with Mandy Lorenz our Quinquennial architect and Ron Neil the Diocesan Heating Advisor, underfloor heating was decided as the best replacement, with the system designed by the company Jupiter Heating Systems Ltd, based at Chobham. The heat source for the water in the pipes was considered. We investigated the option of an air source heat pump, but for this size of church, the pump would need a three-phase electricity supply. UK Power Networks quoted us £140,000 to provide a three-phase supply to the church, which made this option a non-starter. We decided to install a gas boiler, but with a buffer tank, so that in the future the gas boiler could be changed to a heat pump if the cost of installing a three-phase supply drops, or single-phase supply heat pump technology improves.

We applied to 45 grant making bodies for funding, seven of whom awarded grants: Allchurches Trust; Bernard Sunley Foundation; Garfield Weston Foundation; National Lottery Community Fund Awards for All Scheme; Sabina Sutherland Charitable Trust; Surrey Churches Preservation Trust; Woking Borough Council Community Infrastructure Levy with the help of Canalside Councillors Mohammad Ali, Tahir Aziz and M Ilyas Raja. Generous donations were received from members of the congregation, other church users, and the Friends of Woodham. We especially acknowledge the substantial gifts from the generosity of David Seaton (R.I.P.) and Jean Rignell (R.I.P.).

**February:** The Diocesan Chancellor issued the faculty granting permission for the work. This was after a process of consultation with the Diocesan Advisory Committee, the Church Buildings Council, Historic England and the Victorian Society. Sarah Khan of Roger Mears Architects produced several floor tile designs until the final design was welcomed by the Victorian Society. Nick Hunt provided free advice on contracts with the main builder.

**April:** Work begins. CES Electrical installed a new distribution board (fuse box), light and power to the boiler room, including Wi-Fi so that the boiler can be controlled remotely. Express Solutions installed a sump pump to prevent the boiler room from flooding. RJM Builders removed the old boiler and heating tower. They also removed the old boiler's predecessor from the 1950s that was still in the boiler room. They constructed a false ceiling for dust protection and removed the woodblocks and excavated the concrete base of the Nave and Lady Chapel floors.

**May and June:** CES Electrical laid underfloor cabling and installed six new double power sockets around the Nave and Lady Chapel. KD Roofing repaired the hole in the roof from the old heating system. RJM Builders laid a breathable geotextile membrane on the Nave and Lady Chapel floor and put down a base layer of Glapor recycled foam glass. Jupiter Heating Systems laid a Visqueen 1200 gauge Damp Proof Membrane on top, followed by 320 bags of dehydrated floor levelling slate, followed by 500 kPa Kingspan GG500 insulation, then aluminium heat diffusing panels, with grooves in which sat PERT (polyethylene raised temperature) pipes. Then a slip membrane and then Screed Replacement Tiles slotted and glued together. Jupiter also installed the boiler and buffer tank and pipework from the boiler room along two large insulated pipes

under the church to two new manifolds in the Nave floor, to which all the other heating pipes were connected.

**July and August:** Liviu Negut from Calacatta Stone and Ceramics laid about 10,000 Sussex Red and Sussex Dark tiles, from Aldershaw Handmade Tiles Ltd, in the Nave on a bed of NX Flexible Standard Set Tile Adhesive, and a border of SECIL natural lime NHL5. He sealed the tiles with Lithofin TC Sealant and grouted with Ardex-Flex FL Grout (Ocean Grey in the Nave and Silver Shimmer in the Lady Chapel). He also laid the Lady Chapel floor with Hanover Greige Honed Limestone from Natural Stone Consulting and sealed with Lithofin Stainstop.

Other works undertaken during the year:

**May:** The drains between the church and the septic tank were unblocked and the tank emptied by P. J. Cole Ltd. A new boiler for Parish Room heating was installed by Heating Homes after the old boiler broke beyond repair.

**July:** Minor electrical works to Hall kitchen were carried out by CES Electrical.

**September:** The Parish Room, kitchen and WC were decorated by Stacey.

**November:** Brighter ceiling lights were installed in the Parish Room, more power sockets were installed in the office, and external lights were repaired by CES. Cable repairs to the church sound system were done by Sound Analysts. The organ blower was repaired by Watkins and Watson. Portable Appliance Testing was undertaken by Samuel Vincent.

**December:** One of the hall heaters were repaired by Industraheat.

*Adrian Vincent*



## Deanery Synod Review

The Woking Deanery Synod met three times in 2022.

The February meeting was on-line using Zoom. It included a presentation by Jane Wittington, Diocesan Schools Officer, “Engaging with schools as we come out of the pandemic.” Jane said that churches should seek to do more than take school assemblies. Her ideas included:

- Help to set up and run a Prayer Space in the school; and pray for the school in the church intercessions.
- School RE often has a module on the impact of faith on life. Offer church members to attend a class to speak from their own experience.
- Arrange a school visits to the church where the children can gain a spiritual experience; and invite the school to special church services.
- Encourage parish musicians to support school music and worship; invite children who are learning instruments to play them in church; establish a joint parish / school choir.
- Have school news items in the church newsletter; have church news items in the school newsletter.

The June meeting was at St Michael’s, Sheerwater. It included presentations on “Blessing the community through sport and kindness.” We heard from a volunteer organiser for Park Runs and someone who runs fitness classes. The Revd Gillaine Holland spoke about the plans for redeveloping St Michael’s Church building if funding is provided by the Council. She also spoke of their work in the local community and invited support from across the Deanery.

The October meeting was at St John’s Church, Woking. Each church shared one item of news. This included: All Saints - new heating; St Michael’s - weekly pop-up cafe after school; St Mary’s Horsell - English courses for refugees; St Peter’s Old Woking - bereavement support group; St Paul’s Maybury - monthly family praise service; St Mary of Bethany - toddler group; Send - activity afternoon for local asylum seekers; Wisley with Pyrford - God’s Girls inspiring speakers for women.

*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.

*Clare Ward*

## **Flower Arranging Review**

We are a trio who enjoy arranging flowers during the year to enhance our lovely church. Particularly during festivals and any events, when requested.

If anyone in the congregation would like to join us, please make contact.

In the meantime, many thanks to Shirley Price and Jennie Shand Higgins for their support.

*Marilyn Gillard*

## **Parish Hall Review**

This was the first full booking year pre-pandemic without any legal restrictions on use of the space.

In January, Friary Band decided not to resume rehearsals in the hall as they cannot get the acoustics to work for them, despite installing sound panels in the roof and using carpet on the floor. They are still storing equipment in the hall and pay a monthly fee for this.

In February, a dog trainer started using the hall on a Tuesday morning for two hours.

One of the dance schools dropped their use on a Wednesday from September, due to logistical problems for the teacher.

During the first week, a gymnastics summer school was held during the day Monday to Friday.

Papillon Cakes made a lot of use of the hall kitchen, especially during the summer months.

The tea/coffee making facility was finished in the right hand storage area towards the end of the year, for use by regular users of the hall. Many thanks to Alan Taylor for his hard work in relation to this.

Hall bookings for children's parties was particularly strong this year, throughout the year.

Hall revenue for 2022 was the highest it has ever been (even pre-pandemic).

*Tracy Woodward*

## **Music Review**

### **The Choir**

The basic choral set up is small but keen and very supportive. Throughout 2022 it continued to provide a regular and popular choral aspect to the weekly Sunday service. Unstiffened, it is just about quorate. It would be good to achieve a slightly more stable functionality week-on-week. This could be achieved with fairly modest success at recruitment.

### **Additional Choral & Other Assistance**

There is the possibility of stiffening from friends of the choir and we welcomed many guests through 2022. We are dependent on goodwill in this. The goodwill is indeed present, but the commitment is inevitably patchy. We have had some support from members of The Friary Band, but not much recently. We are endeavouring to plan further ahead and to disseminate information earlier to help maximise contributions from supportive others.

### **Music, Liturgy & Other Events**

Our core focus for musical enhancement is our regular Sunday morning service of course. We also have music at many major musical festivals at other times. We are working on a rough ambition to have at least one Sunday afternoon/evening liturgical/musical event per month. Where there is a festival to hang this on (Advent, Christmas, All Souls etc), we use this. Where there isn't, we organise a Choral Evensong.

### **Instruments**

The upkeep of our fine organ is a very great responsibility of course. The organ will need work within the next few years. In roughly descending order of priority, work that could happen to the organ includes:

- Thoroughly cleansing and replacement/renewal of everything perishable
- The installation of an up-to-date digital memory system that delivers a fuller range of reliable piston settings, generals, etc
- The review of the spatial arrangement of (expansion of?) the organ chest and the pipes to see if there are ways to enable the existing resource to speak even more clearly through the building (and particularly westwards)
- Modest enhancements involving making existing stops accessible to other parts of the instrument and (most ambitiously) adding ranks

The process of taking expert advice has begun, alongside a responsible review of how to raise resources.

I actually think that the provision of an instrument to replace the clapped-out electric piano in the hall could be something we should actively consider very soon, both for our own benefit and because it would enhance the attractiveness of the facility to other users.

### **Anything Else?**

Those are the thoughts that spring to mind, but I am happy to be quizzed on other aspects of the musical set up. And I am happy to engage on any of the content of this document.

*Jeffrey Gray*

## Reader's Review

This year we have a growing number of willing readers whom I have contacted by email, telephone or after Sunday service. 30 congregation members have read the 110 lessons since last March. It is good to hear so many different voices sharing God's word and I would like to thank everyone for their willingness to contribute.

*Sandy Smith*

## 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 relatively healthy state as at the end of the year. However we are hugely reliant on our parish hall to maintain our income to enable us to maintain all aspects of parish life.

We have been in the process of moving our regular contributors across to the Parish Giving Scheme to reduce the burden of work on the treasurer. If you have not joined the Parish Giving Scheme and are a regular contributor please do consider moving across to this scheme.

Total incoming resources during the year were **£275,457** of which **£116,058** was restricted as follows:

New Heating and New Flooring	<b>£112,730</b>
Fr Iain Leaving Collection	<b>£ 1,376</b>
Mission Giving	<b>£ 1,702</b>
St Michael's Sheerwater	<b>£ 240</b>

Our main source of income outside of regular giving and donations is from the Parish Hall. This has increased year on year as follows:

2021	<b>£22,595</b>
2022	<b>£38,857</b>

Planned giving over the past year has declined by around **£2,000** over the course of the year.

### *Outgoing Resources*

In terms of expenditure our largest item is our Parish Share to the Diocese which has increased to **£73,720** and increase on previous years of **£2,122** - this has been paid in full. There has been a small reduction in our parish share going forward following the appointment of Fr Roland Olliff.

All other unrestricted expenditure was as standard for the running of the parish.

## *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 **8** times during the year with an average level of attendance of **10**.

Given its wide responsibilities the PCC has a standing committee which makes decision between the bi-monthly PCC meetings.

## **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):	Reverend Father Iain William Forbes (until 31 <sup>st</sup> May 2022) Reverend Father Roland Olliff (from 1 <sup>st</sup> November 2022)
Licenced Lay Reader:	Mrs Carole Gasson
Churchwardens (Vice Chair):	Mr Dave Evans Mr Adrian Vincent
PCC Secretary:	Mrs Tracy Woodward
PCC Treasurer:	Mr Dave Evans

### **Elected Members**

Deanery Synod Rep:	Mr Adrian Vincent
PCC Member:	Mr Kevin Lawrance (to APCM 2022)
PCC Member:	Ms Jennie Shand Higgins
PCC Member:	Mr Rupert Wilmouth
PCC Member:	Mr Michael Brown (to APCM 2022)
PCC Member:	Mrs Sandy Smith
PCC Member:	Ms Angela Scott (from APCM 2022)
PCC Member:	Mrs Jenny McMahon (from APCM 2022)
PCC Member:	Mrs Anna Loveday (from APCM 2022)
PCC Member:	Mrs Denise Bailey (from APCM 2022)



## 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 2022**  
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 2022, which are set out in pages 15 to XX

### 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").

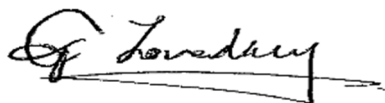
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### 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:

Name: **Gavin Loveday, FCCA**

Date: **14/04/2023**

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

Statement of Financial Activities

For the year ending 31st December 2022

	<u>Note</u>	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
<b><u>Incoming Resources</u></b>	2					
Incoming Resources from Donors	2.1	69,097	63,355	132,452	330,081	(197,629)
Activities in Furtherance of the Council's						
Aims & Objectives	2.2	1,686	102	1,788	2,724	(936)
Activities Generating Funds	2.3	1,977	1,601	3,578	1,904	1,674
Parish Hall Income	2.4	38,857	0	38,857	23,595	15,262
Other Incoming Resources	2.5	47,781	51,000	98,781	20,033	78,748
<b>Total Incoming Resources</b>		<b>159,399</b>	<b>116,058</b>	<b>275,457</b>	<b>378,337</b>	<b>(102,880)</b>
<b><u>Resources Used</u></b>	3					
Expenditure in Furtherance of the Council's						
Aims & Objectives	3.1	(108,268)	(276,056)	(384,325)	(108,222)	(276,103)
Support Costs	3.2	(30,874)	(2,977)	(33,851)	(27,651)	(6,200)
Grant and Donations	3.3	0	(102)	(102)	(220)	118
Governance Costs	3.4	0	0	0	0	0
Parish Hall Expenditure	3.5	(10,628)	0	(10,628)	(12,384)	1,756
<b>Total Resources Used</b>		<b>(149,771)</b>	<b>(279,135)</b>	<b>(428,906)</b>	<b>(148,477)</b>	<b>(280,429)</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>9,629</b>	<b>(163,077)</b>	<b>(153,449)</b>	<b>229,860</b>	<b>(383,309)</b>
Exceptional Item/s	4	0	0	0	0	0
Balance Brought Forward from Previous Year		236,853	17,549	254,402	24,542	229,860
<b>Funds Carried Forward (Pre-Revaluation)</b>		<b>246,482</b>	<b>(145,528)</b>	<b>100,953</b>	<b>254,402</b>	<b>(153,449)</b>
Revaluation reserve		0	75,000	75,000	75,000	0
<b>Total Funds Carried Forward</b>		<b>246,482</b>	<b>(70,528)</b>	<b>175,953</b>	<b>329,402</b>	<b>(153,449)</b>

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

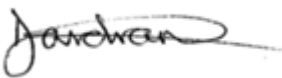
## Balance Sheet

As at 31st December 2022

	<u>Note</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
<b><u>Fixed Assets</u></b>	<b>5</b>			
Land & Buildings at St Michael's Dartmouth Avenue	5.0A-01	75,000	75,000	0
Land and 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>	<b>6</b>			
Receivables	6.1	16,299	6,527	9,772
Cash In Hand and at Banks	6.2	32,983	195,534	(162,551)
<b>Total Current Assets</b>		<b>49,282</b>	<b>202,061</b>	<b>(152,779)</b>
<b><u>Liabilities</u></b>	<b>7</b>			
Operational Creditors	7.1	(7,567)	(3,449)	(4,118)
Other Short Term Creditors	7.2	(5,360)	(8,808)	3,448
<b>Total Liabilities</b>		<b>(12,927)</b>	<b>(12,257)</b>	<b>(670)</b>
<b>Net Assets less Liabilities</b>		<b>175,953</b>	<b>329,402</b>	<b>(153,449)</b>
<b><u>Funds Represented</u></b>	<b>8</b>			
General Fund		79,285	206,593	(127,308)
Restricted Fund		4,168	17,809	(13,641)
Designated Fund		92,500	105,000	(12,500)
<b>Total Fund Of The PCC</b>		<b>175,953</b>	<b>329,402</b>	<b>(153,449)</b>

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

 Date: 14/04/2023  
 Reverend Father Roland Olliff (Incumbent)

 Date: 14/04/2023  
 David Evans (Churchwarden)

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

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 Standards 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

- Grants 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 & 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 and the Organist

## **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 our resources.

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

Notes to the Financial Statements for the year ended 31st December 2022

## 2. Notes on Incoming Resources

### 2.1 Incoming Resources from Donors

#### Planned Giving

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Planned Monthly Giving	36,354	240	36,594	53,197	(16,603)
Parish Giving Scheme	14,853	0	14,853	0	14,853
Gift Aid Recoverable	10,672	0	10,672	16,754	(6,082)
<b>Sub-Total - Planned Giving</b>	<b>61,879</b>	<b>240</b>	<b>62,119</b>	<b>69,951</b>	<b>(7,832)</b>

#### Collections & Other Donations

Cash & Card Collections	2,223	0	2,223	2,104	119
"Friends" Donation	3,000	50,300	53,300	1,500	51,800
General Donations Received	1,995	1,585	3,580	2,476	1,104
Specific Donations Received	0	11,230	11,230	0	11,230
<b>Sub-Total - Collections</b>	<b>7,218</b>	<b>63,115</b>	<b>70,333</b>	<b>6,080</b>	<b>64,253</b>

#### Legacies

Legacies Received	0	0	0	254,050	(254,050)
<b>Sub-Total - Legacies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>254,050</b>	<b>(254,050)</b>

<b>Total - Incoming Resources from Donors</b>	<b>69,097</b>	<b>63,355</b>	<b>132,452</b>	<b>330,081</b>	<b>(197,629)</b>
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### 2.2 Activities in Furtherance of the Council's Aims & Objectives

#### Statutory Fees

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Weddings	1,344	0	1,344	386	958
Funerals	342	0	342	2,214	(1,872)
Baptisms	0	0	0	0	0
<b>Sub-Total - Statutory Fees</b>	<b>1,686</b>	<b>0</b>	<b>1,686</b>	<b>2,600</b>	<b>(914)</b>

#### Mission Giving

General Mission Fund	0	0	0	124	(124)
Harvest Appeals	0	102	102	0	102
York Road Project	0	0	0	0	0
<b>Sub-Total - Collections</b>	<b>0</b>	<b>102</b>	<b>102</b>	<b>124</b>	<b>(22)</b>

<b>Total - Activities in Furtherance of the Council's Aims &amp; Objectives</b>	<b>1,686</b>	<b>102</b>	<b>1,788</b>	<b>2,724</b>	<b>(936)</b>
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Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

Notes to the Financial Statements for the year ended 31st December 2022

## 2. Notes on Incoming Resources (continued)

<i>2.3 Activities Generating Funds</i>	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Special Events	245	1,601	1,846	95	1,751
Concert & Recitals	991	0	991	930	61
Hospitality	710	0	710	779	(69)
Books & Publications	32	0	32	30	2
Other Fundraising	0	0	0	70	(70)
<b>Sub-Total - Fundraising</b>	<b>1,977</b>	<b>1,601</b>	<b>3,578</b>	<b>1,904</b>	<b>1,674</b>
<b>Total - Activities Generating Funds</b>	<b>1,977</b>	<b>1,601</b>	<b>3,578</b>	<b>1,904</b>	<b>1,674</b>
<i>2.4 Parish Hall Income</i>	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Letting Income	38,857	0	38,857	22,595	16,262
Books & Publications	0	0	0	1,000	(1,000)
Other Fundraising	0	0	0	0	0
<b>Sub-Total - Parish Hall</b>	<b>38,857</b>	<b>0</b>	<b>38,857</b>	<b>23,595</b>	<b>15,262</b>
<b>Total - Parish Hall Income</b>	<b>38,857</b>	<b>0</b>	<b>38,857</b>	<b>23,595</b>	<b>15,262</b>
<i>2.5 Other Incoming Resources</i>	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Insurance Claims	0	0	0	0	0
Church Lettings	306		306	0	306
Major Projects - Grants	0	51,000	51,000	15,000	36,000
VAT Refunds	46,381	0	46,381	3,100	43,281
Interest Received	46	0	46	0	46
Other Income	1,048	0	1,048	1,933	(885)
<b>Sub-Total - Fundraising</b>	<b>47,781</b>	<b>51,000</b>	<b>98,781</b>	<b>20,033</b>	<b>78,748</b>
<b>Total - Activities Generating Funds</b>	<b>47,781</b>	<b>51,000</b>	<b>98,781</b>	<b>20,033</b>	<b>78,748</b>

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

Notes to the Financial Statements for the year ended 31st December 2022

### 3. Notes on Resources Used

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

##### Regular Expenditure

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Diocesan Parish Share	(73,720)	0	(73,720)	(71,598)	(2,122)
Diocesan Statutory Fees	0	0	0	0	0
Visiting Clergy	(306)	0	(306)	0	(306)
Vicarage Expenses	(477)	0	(477)	(296)	(181)
Church Utilities (Electricity, Gas & Water)	(7,365)	0	(7,365)	(9,001)	1,636
Church Insurance	(3,830)	0	(3,830)	(4,098)	268
Church Maintenance	(13,014)	0	(13,014)	(4,913)	(8,101)
Church Grounds Maintenance	(814)	0	(814)	(2,600)	1,786
Music & Worship	(7,510)	0	(7,510)	(3,024)	(4,486)
<b>Sub-Total - Regular Expenditure</b>	<b>(107,036)</b>	<b>0</b>	<b>(107,036)</b>	<b>(95,530)</b>	<b>(11,506)</b>

##### Major Expenditure

Church Electrical Costs	0	0	0	0	0
Church Roof Costs	0	0	0	0	0
Church Quinquennial Costs	0	0	0	(9,599)	9,599
Church Organ Costs	0	0	0	0	0
Church Heating Costs	(1,233)	(276,056)	(277,289)	(3,093)	(274,196)
<b>Sub-Total - Major Expenditure</b>	<b>(1,233)</b>	<b>(276,056)</b>	<b>(277,289)</b>	<b>(12,692)</b>	<b>(264,597)</b>

#### **Total - Expenditure in Furtherance of the Council's Aims & Objectives**

**(108,268) (276,056) (384,325) (108,222) (276,103)**

#### 3.2 Support Costs

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Parish Staff Salaries & Associated Costs	(11,658)	0	(11,658)	(12,177)	519
Telephone & Broadband	(935)	0	(935)	(793)	(142)
Photocopier	(3,802)	0	(3,802)	(2,131)	(1,671)
Stationery & Office Supplies	(421)	0	(421)	(357)	(64)
IT Costs	(4,098)	0	(4,098)	(4,417)	319
Accounting Services	(342)	0	(342)	(316)	(26)
Housekeeping	(5,446)	0	(5,446)	(2,161)	(3,285)
Hospitality Costs	(2,721)	(1,600)	(4,321)	(1,683)	(2,638)
Concerts & Recital Costs	(861)	0	(861)	0	(861)
Sundry Expenses	(589)	(1,376)	(1,965)	(3,616)	1,651
<b>Total - Support Costs</b>	<b>(30,874)</b>	<b>(2,977)</b>	<b>(33,851)</b>	<b>(27,651)</b>	<b>(6,200)</b>



### **3. Notes on Resources Used (continued)**

#### ***3.3 Grants & Donations***

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
General Mission Fund Payments	0	(102)	(102)	(220)	118
York Road Project Donations	0	0	0	0	0
<b>Total - Grants &amp; Donations</b>	<b>0</b>	<b>(102)</b>	<b>(102)</b>	<b>(220)</b>	<b>118</b>

#### ***3.4 Governance Costs***

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Independent Examiner's Remuneration	0	0	0	0	0
<b>Total - Governance Cost/s</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>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Utilities (Electricity, Gas & Water)	(3,654)	0	(3,654)	(2,358)	(1,296)
Housekeeping	0	0	0	(2,267)	2,267
Insurance	(2,046)	0	(2,046)	(1,948)	(98)
General Maintenance	(4,928)	0	(4,928)	(1,524)	(3,404)
Hall Sundry Expenses	0	0	0	0	0
Major Repairs/Projects	0	0	0	(4,287)	4,287
<b>Total - Parish Hall Expenditure</b>	<b>(10,628)</b>	<b>0</b>	<b>(10,628)</b>	<b>(12,384)</b>	<b>1,756</b>

#### ***4.0 Exceptional Cost/s***

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</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.

Total emoluments & associated payroll costs for the year amount to **£11,658 (2021: £12,177)**

### **Related Party Transactions**

The PCC appointed the Parish Administrator as PCC Secretary during the year. This will remain the case going forward in that the Parish Administrator will always act as secretary to the PCC. No remuneration or reimbursement of personal expenses during the year.

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

Notes to the Financial Statements for the year ended 31st December 2022

## 5.0A Tangible Assets - Land & Buildings

### 5.0A-01 Sheerwater Churches Limited

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 Ltd, each holding a 50% stake.

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Land and Buildings at St Michael's, Dartmouth Avenue	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>
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### 5.0A-02 288 Albert Drive, Sheerwater

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)
divisible as follows:-	
Diocese of Guildford	28% (or 39/138)
Woodham PCC	22% (or 39/138)

The total purchase price was £130,000 of which the Parochial Church Council of the Ecclesiastical Parish of All Saints Woodham share was £30,000. Based on an informal valuation by the Diocese of Guildford as at the 31st December 2002, the value of the PCC's share was assessed at £56,522. Since then improvements have been made to the property at a further cost to the parish of £8,076 and the value of the property has been revised accordingly to the present value of £64,598.

Land & Buildings at 288 Albert Drive, Sheerwater	64,598	0	64,598	64,598	0
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<b>Total - Land &amp; Buildings at 288 Albert Drive, Sheerwater</b>	<b>64,598</b>	<b>0</b>	<b>64,598</b>	<b>64,598</b>	<b>0</b>
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## **5.0A Tangible Assets - Land & Buildings (continued)**

### **5.0A-03 Parish Hall**

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
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The historical cost of constructing the Parish Hall, which was built many years ago is deemed unsustainable. The Parish Hall is main major income contributor to the pastoral and financial operation of the parish.

The Parish Hall's position adjacent to the church and some residential properties restricts its use. There is no drainage and the electrical supply is on the end of the line. For all practical purposes, the Parish Hall is considered un-saleable.

Accordingly, no value is shown for the Parish Hall in the Balance Sheet. The fabric of the building is now showing a lot of degradation and potential repairs and possible redevelopment to bring it up to modern standards. During 2020 we managed to complete the toilets and front facing windows project which has much improved the potential hireability of the Parish Hall. There is still further works that need to be carried to improve furthermore in the future. Therefore at this time, until those further works are carried no value will be presented on the Balance Sheet.

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>

## **6.0 Current Assets**

### **6.1 Debtors**

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
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Gift Aid Not Received	1,344	0	1,344	1,396	(52)
Other Debtors Outstanding	1,902	0	1,902	1,531	371
Accrued Income	13,053	0	13,053	3,600	9,453

<b>Total - Debtors</b>	<b>16,299</b>	<b>0</b>	<b>16,299</b>	<b>6,527</b>	<b>9,772</b>
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### **6.2 Cash at Bank and in Hand**

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
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Cash In Hand	2,433	0	2,433	1,741	692
Current Accounts	30,540	0	30,540	17,659	12,881
Savings Accounts	9	0	9	176,134	(176,125)

<b>Total - Cash at Bank and in Hand</b>	<b>32,983</b>	<b>0</b>	<b>32,983</b>	<b>195,534</b>	<b>(162,551)</b>
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Parish Church Council of the Ecclesiastical Parish of All Saints' Church, Woodham

Notes to the Financial Statements for the year ended 31st December 2022

## **7.0 Liabilities**

### ***7.1 Operating Creditors***

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Parish Share Creditor	0	0	0	0	0
Creditors Not Due For Payment	(7,567)	0	(7,567)	(3,449)	(4,118)
<b>Total - Operating Creditors</b>	<b>(7,567)</b>	<b>0</b>	<b>(7,567)</b>	<b>(3,449)</b>	<b>(4,118)</b>

### ***7.2 Other Creditors***

	<u>General</u>	<u>Restricted</u>	<u>Total 2022</u>	<u>Total 2021</u>	<u>Change</u>
Accrued Expenses - Grounds	0	0	0	0	0
Accrued Expenses - Church	(1,007)	0	(1,007)	(2,917)	1,910
Accrued Expenses - Hall	(545)	0	(545)	(650)	105
Payroll Creditors	(361)	0	(361)	(2,268)	1,907
Diocesan Statutory Fees Payable	0	0	0	(2,885)	2,885
Hall Deposits Held	(3,285)	0	(3,285)	180	(3,465)
Other Fees Payable	(162)	0	(162)	(268)	106
<b>Total - Other Creditors</b>	<b>(5,360)</b>	<b>0</b>	<b>(5,360)</b>	<b>(8,808)</b>	<b>3,448</b>

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

Notes to the Financial Statements for the year ended 31st December 2022

## 8.0 Funds

<b>8.1 Fund Name</b>	<b><u>Op Bal at</u> <u>31.12.2021</u></b>	<b><u>Fund</u> <u>Transfers</u></b>	<b><u>Incoming</u> <u>Resources</u></b>	<b><u>Outgoing</u> <u>Resources</u></b>	<b><u>Cl Bal at</u> <u>31.12.2022</u></b>
General Fund - Unrestricted	206,593	(136,936)	159,399	(149,771)	79,285
<b><i>Restricted Funds</i></b>					
Car Park (R)	687	0	0	0	687
Garden of Remembrance (R)	1,125	0	0	0	1,125
Church Hall (R)	(276)	276	0	0	0
Church Heating (R)	14,157	149,170	112,730	(276,056)	0
Church Organ Fund (R)	82	0	0	0	82
Fr Iain Leaving Collection ®	0	(9)	1,385	(1,376)	0
Mission Giving - Special Appeals ®	0	(1)	1,703	(1,702)	0
St Michael's, Sheerwater (R)	2,034	0	240	0	2,274
<b>Sub Total - Restricted Funds</b>	<b>17,809</b>	<b>149,436</b>	<b>116,058</b>	<b>(279,135)</b>	<b>4,168</b>
<b><i>Designated Funds</i></b>					
Revaluation Reserve (D)	75,000	0	0	0	75,000
Church Heating Fund (D)	12,500	(12,500)	0	0	0
Church Organ Fund (D)	12,500	0	0	0	12,500
Garden of Remembrance (D)	5,000	0	0	0	5,000
<b>Sub Total - Designated Funds</b>	<b>105,000</b>	<b>(12,500)</b>	<b>0</b>	<b>0</b>	<b>92,500</b>
<b>Total - Funds</b>	<b>329,402</b>	<b>0</b>	<b>275,457</b>	<b>(428,906)</b>	<b>175,953</b>