# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE GOOD SHEPHERD TADWORTH

England & Wales · Charity number 1137975

## Details

| | |
|---|---|
| **Other names** | COGS |
| **Status** | Registered |
| **Legal form** | Previously excepted |
| **Registered** | 2010-09-13 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Church of The Good Shepherd<br>The Avenue<br>Tadworth<br>KT20 5AS |
| **Phone** | 01737813152 |
| **Email** | vicar@goodshepherdtadworth.org.uk |
| **Website** | www.goodshepherdtadworth.org.uk |

## Activities

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

**Activities:** PCC Activities; Regular public worship open to all; provision of sacred space for prayer and contemplation; pastoral work, including visiting the sick and bereaved. Teaching of Christianity through sermons, courses and groups; taking of religious assemblies in schools; promoting Christianity through events, meetings, distribution of literature; supporting other charities in the UK and overseas.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

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

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2024-12-31 | £209,497 | £172,746 | - | - |
| 2023-12-31 | £206,440 | £223,636 | - | - |
| 2022-12-31 | £145,395 | £202,188 | - | - |
| 2021-12-31 | £179,669 | £245,019 | - | - |
| 2020-12-31 | £149,865 | £115,111 | - | - |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| **Callum Hawker** | Chair | 2025-05-11 |
| Antony Victor Hawker | | 2013-11-12 |
| Dr Uchechukwu Nwalibe EKWUE | | 2023-04-23 |
| Elisabeth Ann Tongue | | 2024-07-09 |
| Elizabeth GARRETT | | 2023-05-02 |
| Fiona Ruth HAWKER | | 2022-05-15 |
| JEAN PATRICIA TATTAM | | 2016-04-10 |
| LESLEY PHILLIPA GOLLOP | | 2017-04-02 |
| Laura Freeman | | 2024-07-09 |
| MARY THERESA GARRETT | | |
| Margaret FITCH | | 2023-05-02 |
| RICHARD JOHN GOLLOP | | 2017-04-03 |
| RICHARD SIDNEY SHIPMAN | | |

# Accounts

# THE CHURCH OF THE GOOD SHEPHERD TADWORTH
# ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
# FOR THE YEAR ENDED 31 DECEMBER 2024

REGISTERED CHARITY NUMBER 1137975

**The Church of the Good Shepherd Tadworth**
**Financial Statements**
**for the year ended 31st December 2024**

## INDEX

**The Church of the Good Shepherd Tadworth**

## Trustees And Other Information

**Registered Charity number: 1137975**

**Address: The Avenue, Tadworth, Surrey, KT20 5AS**

**Website: www.goodshepherdtadworth.org.uk**

**Trustees:**

**The Church of the Good Shepherd Tadworth**
**Financial Review**
**for the year ended 31st December 2024**

**Trustees Report for the year ended 31 December 2024**

The Trustees noted on page 1 all served throughout the financial year with the exception of Laura Freeman and Lis Tongue who joined the PCC on the 9 July 2024.

**Treasurers Report**

This was another busy year for the Trustees of the Church of the Good Shepherd. Despite our final budget for 2024 forecasting a deficit of £8,577.55 we finished the financial year with a surplus of £31,844.66 which may take some explaining. The figure is made up as follows – a number of budget lines, which are both in income and expenditure, finished the year with a surplus, to which we add the extra money received for the Vodaphone Mast which we weren't expecting, giving us an increase in budgeted income of £21,739.19. The unspent budgeted expenditure amounted to £18,683.01. These two figures added together total £40,422.20, less our final budget forecast deficit of £8,577.55, gives us a total surplus in the 2024 budget of £31,844.65.

We held back a little on repairs towards the end of 2024, partly due to the fact that our Church Architect retired in early 2024 and it took some time to source, approve and instruct a new one. This process was finalised towards the end of the year by the PCC. A number of major works investigations were ongoing through the year, some of which needed architect input so were paused until he was in place.

Early in 2024 we received our Quinquennial Inspection Report, the inspection having been undertaken in late 2023. The report threw up a number of issues which will need to be addressed in 2025 and therefore much of the above surplus will need to be used to carry out essential repairs and maintenance work in and around the church estate.

**Hall Income** – for the period of 1 January to 31 December 2024 was £27,186.48 (gross), an increase of £3,293.89 (gross) on 2023. Once expenditure is deducted, this figure reduces to £5,640.29. This is in partly due to the fact that our Parish Administrator resigned her post in August 2024 and in order to ensure that the right person was selected for the role going forward, the Standing Committee took the decision to ask for a volunteer to oversee hall bookings in the interim. As such, no payments were made for the Parish Administrator salary between August and December 2024. There was also an increase in interest in hiring the church hall for children's parties and other community events.

**22 Station Approach** (Curates house) – which is owned by the church and is now rented out to a private tenant through a local managing agent. At the end of the refurbishment of the property in March 2023 there was still some work to be done to the garden. This work was undertaken in the summer of 2024 at a cost £1,600 and work to the property is now complete with the exception of any ongoing maintenance. Rental Income for the year 1 January to 31 December 2024 totalled £22,200 less managing agents fees and maintenance left a total nett income of £17,660.

**Fund Raising Events** – continued to be organised by the Social Committee and others in the Church. These included the annual Church Panto (£3,353.89) Jumble Sale (£2,856.78), Gameshow Night (£642.79), Summer Olympics (£145.83), Craft Fair (£1,243.20) and Barn Dance (£331.67) to name a few. The Saturday Coffee Shop also added a further £1,875 with another £3,390.93 received from the Sunday Parish Lunches. (All these figures are after any expenses have been deducted).

**Church Hall Stage Lighting & Electrical Update and Improvement** – in previous years the annual pantomime lighting was supported by a volunteer who loaned us his set of stage lights. Sadly for us this volunteer retired after the 2024 performances and with him went the lighting. We had many ideas for lighting but no money. In conversation with our local councillor, now MP, she suggested we make a grant application for funding from the Surrey County Council Your Fund. The Hall Committee submitted a grant application and we were fortunate to be awarded a grant of £15,000 in November and along with other donations were able to purchase new stage lighting and upgrade the church hall distribution board in order to support the new lights. The lights were installed by volunteers, both qualified electricians and so there were no further costs for installation.

**The Parish Giving Scheme** – continued to be promoted as our preferred method of giving to the Church due to the simplicity of the scheme. Since its inception, there have been 20 totally new joiners and the number of people who have transferred from donating by standing order or the envelope scheme is 13. There is however still a lot more work to do if we are to use this scheme to its full advantage.

**The Goodbox Mini** – was introduced to the Church in 2021 as an alternative way of increase our income, making it easier for people to donate to the Church by using a credit or debit card (contactless) instead of cash. Our total gross income using this method was £1,040 for the year, reduced to £872 once the monthly charges and fees had been deducted.

The Goodbox is located at the back of the Church at all Church services and is also used at baptisms, weddings and funerals for those attending who would like to make a donation. In addition it is used at parish fundraising events throughout the year.

## The Church of the Good Shepherd Tadworth
## Statement of Financial Activities
## for the year ended 31st December 2024

| **INCOME** | **Note** | **2024**<br>**£** | **2023**<br>**£** |
|---|---|---|---|
| Voluntary Income | 2a | £75,898.35 | £76,463.10 |
| Activities Generating Funds | 2b | £14,761.96 | £11,623.05 |
| Income from Investments | 2c | £1,872.75 | £1,687.06 |
| Church Activities | 2d | £75,303.15 | £59,692.32 |
| Other Income | 2e | £41,661.26 | £56,974.29 |
| **TOTAL INCOME** | | **£209,497.47** | **£206,439.82** |
| **EXPENDITURE** | | | |
| Fund Raising Costs | 3a | £2,396.46 | £1,799.80 |
| Church Activities | 3b | £146,264.96 | £165,557.20 |
| Other Expenditure | | £24,085.41 | £56,279.12 |
| **TOTAL EXPENDITURE** | | **£172,746.83** | **£223,636.12** |
| **NET INCOME / EXPENDITURE BEFORE OTHER GAINS AND LOSSES** | | **£36,750.64** | **(£17,196.30)** |
| Gains / (Losses) on Investment Assets: | | | |
| On Disposal | | £0.00 | £0.00 |
| On Revaluation | | £470.96 | £1,783.50 |
| **Total Gains / (Losses) on Investment Assets:** | | **£470.96** | **£1,783.50** |
| **NET MOVEMENT IN FUNDS** | | **£37,221.60** | **(£15,412.80)** |
| **BALANCE BROUGHT FORWARD** | | £51,409.11 | £66,821.91 |
| **BALANCE CARRIED FORWARD** | | **£88,630.71** | **£51,409.11** |

## The Church of the Good Shepherd Tadworth
## Balance Sheet as at 31st December 2024

| | | Note | 2024 | 2023 |
|---|---|---|---|---|
| | | | £ | £ |
| **ASSETS** | | | | |
| Tangible | | 5a | £10,401.00 | £10,401.00 |
| Investments | | 5b | £21,046.98 | £20,576.02 |
| **Total Assets** | | | **£31,447.98** | **£30,977.02** |
| **CURRENT ASSETS** | | | | |
| Short Term Deposits | | | £25,000.00 | £25,000.00 |
| Cash at Bank | | | £48,415.94 | £20,648.76 |
| Recoverable Tax | | 6a | £2,017.47 | £3,120.51 |
| Prepayments | | 6b | £252.00 | £0.00 |
| Sundry Debtors | | 6c | £1,850.00 | £0.00 |
| **Total Current Assets** | | | **£77,535.41** | **£48,769.27** |
| **CURRENT LIABILITIES** | | | | |
| Receipts in Advance | | 7 | £2,858.68 | £2,723.18 |
| Creditors | | 8 | £17,494.00 | £25,614.00 |
| **Total Current Liabilities** | | | **£20,352.68** | **£28,337.18** |
| **NET CURRENT ASSETS** | | | **£57,182.73** | **£20,432.09** |
| **TOTAL ASSETS** | | | **£88,630.71** | **£51,409.11** |
| **PARISH FUNDS** | | | | |
| **Unrestricted** | | | £75,900.73 | £46,577.68 |
| **Restricted** | Diamond Fund | | £1,230.57 | £1,247.36 |
| | Community Support | | £2,368.85 | £2,718.85 |
| | Ukrainian Coffee Money | | £0.00 | £634.86 |
| | Hall Refurbishment Donations | | £8,397.17 | £230.36 |
| | Choir Legacy (KR) | | £103.39 | £0.00 |
| | Defibrillator | | £630.00 | £0.00 |
| | **Total Parish Funds** | | **£88,630.71** | **£51,409.11** |

Approved by the Parochial Church Council on11th March 2025 and signed on its behalf by:

Churchwarden

Treasurer

## The Church of the Good Shepherd Tadworth
## Notes to the Financial Statements
## for the year ended 31st December 2024

### 1. Accounting Policies

The financial accounts have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

### 2. Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

### 3. Income

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross.

### 4. Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### 5. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). Cost information is available for the curate's house so it is included at that cost. No depreciation is being calculated. Equipment used within the Church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. Investments are valued at market value on 31st December.

## The Church of the Good Shepherd Tadworth
## Notes to the Financial Statements
## for the year ended 31st December 2024

| **2. INCOME** | | **2024** | **2023** |
|---|---|---|---|
| | | **£** | **£** |
| 2a | Voluntary Income | | |
| | Planned Giving: | | |
| | Gift Aid Donations | £13,642.00 | £14,365.00 |
| | Tax Recovered | £13,851.99 | £13,104.16 |
| | Parish Giving Scheme | £32,157.55 | £25,923.18 |
| | Non Gift Aid Donations | £490.00 | £440.00 |
| | **Sub Total** | **£60,141.54** | **£53,832.34** |
| | Collections (Open Plate) | £3,458.83 | £3,534.78 |
| | Donations, Appeals Etc. (Gift Aid) | £7,273.48 | £9,677.91 |
| | Donations, Appeals Etc. (Non Gift Aid) | £2,975.50 | £583.41 |
| | Diamond Fund | £49.00 | £0.00 |
| | Community Support Fund | £1,000.00 | £1,000.00 |
| | Legacies | £1,000.00 | £7,834.66 |
| | **Total Voluntary Income** | **£75,898.35** | **£76,463.10** |
| 2b | Activities Generating Funds: | | |
| | **Total Fund Raising** | **£14,761.96** | **£11,623.05** |
| 2c | Income from Investments: | | |
| | **Total Dividends and Interest** | **£1,872.75** | **£1,687.06** |
| 2d | Income from Church Activities: | | |
| | Church Hall Lettings | £24,720.48 | £23,852.59 |
| | Meeting Room Lettings | £2,466.00 | £40.00 |
| | Magazine | £2,681.60 | £2,667.82 |
| | Parish Lunch | £7,227.35 | £6,592.29 |
| | Rental Income - 22 Station Approach | £23,500.00 | £14,965.90 |
| | Rental Income - Vodaphone Mast | £7,764.72 | £7,764.72 |
| | Fees - Funerals & Weddings | £6,943.00 | £3,809.00 |
| | **Total Income From Church Activities** | **£75,303.15** | **£59,692.32** |
| 2e | Other Income | | |
| | Various Other Income | £9,409.04 | £0.00 |
| | Tutti Festi Concert | £0.00 | £1,798.54 |
| | Hall Refurbishment | £32,252.22 | £55,175.75 |
| | **Total Other Income** | **£41,661.26** | **£56,974.29** |
| **TOTAL OVERALL INCOME** | | **£209,497.47** | **£206,439.82** |

## The Church of the Good Shepherd Tadworth
## Notes to the Financial Statements
## for the year ended 31st December 2024

| **3. EXPENDITURE** | | **2024** | **2023** |
|---|---|---|---|
| | | **£** | **£** |
| 3a | <u>Fund Raising Costs</u> | | |
| | **Total Fund Raising Costs** | **£2,396.46** | **£1,799.80** |
| 3b | <u>Church Activities Costs:</u> | | |
| | Charitable Giving | £277.50 | £340.10 |
| | Ministry: Parish Support Fund | £67,812.99 | £67,800.00 |
| | Other Ministry Costs | £3,699.36 | £3,258.58 |
| | Church Running & Maintenance | £31,952.81 | £27,812.81 |
| | Church Hall Running & Maintenance | £16,539.94 | £16,100.00 |
| | 22 Station Approach Costs | £4,539.51 | £35,448.09 |
| | Parish Magazine Costs | £2,491.38 | £2,665.00 |
| | Admin Resources (including PP&S) | £2,618.76 | £2,652.78 |
| | Parish Lunch Costs | £3,836.42 | £3,337.34 |
| | Other Expenditure | £5,505.18 | £55.00 |
| | Church Organ | £0.00 | £0.00 |
| | Community Support Fund | £1,350.00 | £0.00 |
| | Ukrainian Donations Spending | £634.86 | £100.00 |
| | Parish Administrator | £5,006.25 | £5,987.50 |
| | **Total Church Activities Costs** | **£146,264.96** | **£165,557.20** |
| | <u>Other Expenditure</u> | | |
| | Tutti Festi Concert | £0.00 | £1,333.73 |
| | Hall Refurbishment | £24,085.41 | £54,945.39 |
| | **Total Other Income** | **£24,085.41** | **£56,279.12** |
| **TOTAL OVERALL EXPENDITURE** | | **£172,746.83** | **£223,636.12** |

**Other Ministry Costs** includes the Vicar's expenses and other ministry resources

**Church Running and Maintenance** includes utilities £9,117.20, insurance £3,429.80, maintenance £3,247.43, repairs and replacements £4,624.62, funerals and weddings £3,944.00 and choir and music £7,452.75,

**Church Hall Running & Maintenance** includes utilities £4,953.85, insurance £1689.28, maintenance £1,230.45, repairs and replacements £350.98, cleaning £7,769.34 and hall admin resources £546.04

**4. HONORARIA**

Small immaterial payments were made to PCC members to reimburse expenses.
No other payments or expenses were paid to any PCC member, any person closely connected to them or related parties.

## The Church of the Good Shepherd Tadworth
## Notes to the Financial Statements
## for the year ended 31st December 2024

### 5. ASSETS

| | | 2024 | 2023 |
|---|---|---|---|
| 5a | Tangible | £ | £ |
| | Freehold Land & Buildings at 22 Station App | | |
| | Cost at 1.1.21 | £10,401.00 | £10,401.00 |
| | Net Book Value at 31.12.2023 | **£10,401.00** | **£10,401.00** |
| | | | |
| 5b | Investments | | |
| | Market Value | £20,576.02 | £18,792.52 |
| | Revaluation Surplus / Deficit | £470.96 | £1,783.50 |
| | **Market Value** | **£21,046.98** | **£20,576.02** |

### 6. DEBTORS

| | | 2024 | 2023 |
|---|---|---|---|
| 6a | Tax Recoverable | £2,017.47 | £3,120.51 |
| | **Total Tax Recoverable** | **£2,017.47** | **£3,120.51** |
| | | | |
| 6b | Prepayments | | |
| | 2025 Panto & Jumble Sale Expenses | £252.00 | £0.00 |
| | **Total Prepayments** | **£252.00** | **£0.00** |
| | | | |
| 6c | Sundry Debtors | | |
| | 22 Station Approach Rent | £1,850.00 | £0.00 |
| | Wedding Fees | £0.00 | £0.00 |
| | **Total Sundry Debtors** | £1,850.00 | £0.00 |
| | **Total Debtors** | **£4,119.47** | **£3,120.51** |

### 7. PAYMENTS IN ADVANCE

| | 2024 | 2023 |
|---|---|---|
| Vodaphone Mast Rental | £1,941.18 | £1,941.18 |
| 2025 Panto Tickets & Advertising | £917.50 | £0.00 |
| 2024 Panto Tickets | £0.00 | £405.00 |
| Stoneman Funeral Services | £0.00 | £377.00 |
| **Total Payments In Advance** | **£2,858.68** | **£2,723.18** |

### 8. SUNDRY CREDITORS

| | 2024 | 2023 |
|---|---|---|
| Parochial Fees | £0.00 | £0.00 |
| Welcare Charity Donation | £0.00 | £0.00 |
| Barn Dance Expenses | £0.00 | £116.00 |
| Quinquennial Inspection Invoice Pending | £0.00 | £3,000.00 |
| Church Loan | £17,494.00 | £22,498.00 |
| **Total Sundry Creditors** | **£17,494.00** | **£25,614.00** |

## Independent Examiner's Report to the PCC of The Church of The Good Shepherd Tadworth

I report on the accounts for the year ended 31 December 2024 which are set out on pages 2 to 11.

### Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matters have come to my attention:

1 which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations;

have not been met; or

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

Tessa Bullimore (FCCA) dated 17th February 2025
15 Ashhurst Road, Tadworth, KT20 5E

# Accounts

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
# ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
# FOR THE YEAR ENDED 31 DECEMBER 2023

REGISTERED CHARITY NUMBER 1137975

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Financial Statements**
**for the year ended 31st December 2023**

## INDEX

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH

**Trustees And Other Information**

**Registered Charity number: 1137975**

**Address: The Avenue, Tadworth, Surrey, KT20 5AS**

**Website: www.goodshepherdtadworth.org.uk**

**Trustees:**

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Financial Review**
**for the year ended 31st December 2023**

## Trustees Report for the year ended 31 December 2023

The Trustees noted on page 1 all served throughout the financial year with Uche Ekwue, Margaret Fitch and Lizzie Garrett joining us on the 2 May 2023.

## Treasurers Report

During 2023 our Church finances saw some improvement. Despite starting the financial year with a forecast deficit of £8,390.60, the year finished with a surplus of £11,663.84 excluding the extraordinary items for the 22 station Approach and Hall refurbishments. This was partially because we were fortunate enough to receive two legacies totalling £7,834.66, a reduction in spend on repairs and maintenance and prudent financial monthly monitoring of all of our income and expenditure budget lines. We held back a little on repairs as towards the end of 2023 our 5 yearly Quinquennial Inspection was undertaken by the Diocesan Architect and we felt it was sensible to wait and see what their report would highlight. We are expecting it to throw up some repairs that will need our immediate attention during 2024.

**Hall Income** – for the period of 1 January to 31 December 2023 was £23,892.59 (gross), which is an increase in income in comparison to 2022. Once expenditure is deducted, this figure reduces to £1,805.09. You might note that this figure is lower in 2023 compared to the previous year. At the end of 2022 the PCC took the decision to employ a Parish Administrator/Hall Bookings Manager for two reasons; firstly to support our Vicar with his workload in order that he might have more time for his ministry and secondly to replace the previous Hall Bookings Secretary (volunteer) who had decided to step down from the role towards the end of 2022. This then became a paid, self-employed role and costs the Church approximately £9,750 per annum. In addition to supporting our Vicar, the new administrator has been focusing on improving our offer to the community with a view to increasing hall lettings, marketing and keeping our website updated with current information.

**22 Station Approach** (Curates house) – which is owned by the Church, had been rented out to a private tenant for a number of years but was suddenly vacated in March 2022. It wasn't until September 2022 that we were able to legally take possession of the property and assess the repairs that would need to be undertaken in order for it to be of a standard that would enable the Church to rent it out again.

The work started in early 2023 and was completed in March of the same year. The Church engaged new managing agents and the property was let again in May to new tenants. The total cost of the works was £53,721.25. This was paid for with a loan of £25,000 to be repaid over 5 years and unrestricted Church reserves. The annual income from the rental property is £20,601.60 (net).

**Fund Raising Events** – continued to be organised by the Social Committee and others in the Church. These included the annual Church Panto (£3,149.84), Jumble Sale (£2,807.28), Gameshow Night (£267.82), Summer Treasure Hunt (£328.11), Craft Fair (£1,423) and Barn Dance (£660) to name a few. The Saturday Coffee Shop also added a further £980 with another £3,254.95 received from the Sunday Parish Lunches. (All these figures are after any expenses have been deducted).

**Church Hall Floor Replacement Project** – was finally realised in 2023. The Hall Committee applied to the Reigate & Banstead Borough Council Community Infrastructure Levy Grant (CIL) for £40,000 of funding to help to pay for the cost of the work. This was for a complete replacement of the hall floor, sanding and polishing the ante room floor and replacing the flooring in the hall lobby, side corridors (outside toilets) and area outside the kitchen. The Church was required to offer a sum of money that they would raise and with the help and support of our Church family and the local community we raised £10,945. This left the project with a shortfall of £4,000.

We have made a further application to the CIL grant to cover this and are hopeful that this will be approved in Spring 2024. The shortfall was paid for from Church reserves. The project which started in September was completed within the appointed timescales and the hall reopened towards the end of October. Our thanks go to all of our hall users who patiently waited for us to complete the work and to the contractors working on the floors.

**The Parish Giving Scheme** – continued to be promoted as our preferred method of giving to the Church due to the simplicity of the scheme. Since its inception, there have been 18 totally new joiners and the number of people who have transferred from donating by standing order or the envelope scheme is 13. There is however still a lot more work to do if we are to use this scheme to its full advantage.

**The Goodbox Mini** – was introduced to the Church in 2021 as an alternative way of increase our income, making it easier for people to donate to the Church by using a credit or debit card (contactless) instead of cash. Our total gross income using this method was £958 for the year, reduced to £808 once the monthly charges and fees have been deducted.

The Goodbox is located at the back of the Church at all Church services and is also used at baptisms, weddings and funerals for those attending who would like to make a donation. In addition it is used at parish fundraising events throughout the year.

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Statement of Financial Activities
## for the year ended 31st December 2023

| **INCOME** | **Note** | **2023** **£** | **2022** **£** |
|---|---|---|---|
| Voluntary Income | 2a | £76,463.10 | £77,945.61 |
| Activities Generating Funds | 2b | £11,623.05 | £19,982.53 |
| Income from Investments | 2c | £1,687.06 | £827.03 |
| Church Activities | 2d | £59,692.32 | £45,117.35 |
| Other Income | 2e | £56,974.29 | £1,523.00 |
| **TOTAL INCOME** | | **£206,439.82** | **£145,395.52** |
| **EXPENDITURE** | | | |
| Fund Raising Costs | 3a | £1,799.80 | £6,873.48 |
| Church Activities | 3b | £165,557.20 | £195,314.05 |
| Other Expenditure | | £56,279.12 | |
| **TOTAL EXPENDITURE** | | **£223,636.12** | **£202,187.53** |
| **NET INCOME / EXPENDITURE BEFORE OTHER GAINS AND LOSSES** | | **(£17,196.30)** | **(£56,792.01)** |
| Gains / (Losses) on Investment Assets: | | | |
| On Disposal | | £0.00 | £0.00 |
| On Revaluation | | £1,783.50 | -£2,494.48 |
| **Total Gains / (Losses) on Investment Assets:** | | **£1,783.50** | **-£2,494.48** |
| **NET MOVEMENT IN FUNDS** | | **(£15,412.80)** | **(£59,286.49)** |
| **BALANCE BROUGHT FORWARD** | | £66,821.91 | £126,108.40 |
| **BALANCE CARRIED FORWARD** | | **£51,409.11** | **£66,821.91** |

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Balance Sheet as at 31st December 2023

| | | | Note | 2023 | 2022 |
|---|---|---|---|---|---|
| **ASSETS** | | | | **£** | **£** |
| | Tangible | | 5a | £10,401.00 | £10,401.00 |
| | Investments | | 5b | £20,576.02 | £18,792.52 |
| | **Total Assets** | | | **£30,977.02** | **£29,193.52** |
| **CURRENT ASSETS** | | | | | |
| | Short Term Deposits | | | £25,000.00 | £35,000.00 |
| | Cash at Bank | | | £20,648.76 | £29,483.31 |
| | Recoverable Tax | | 6a | £3,120.51 | £2,003.26 |
| | Prepayments | | 6b | £0.00 | £0.00 |
| | Sundry Debtors | | 6c | £0.00 | £0.00 |
| | **Total Current Assets** | | | **£48,769.27** | **£66,486.57** |
| **CURRENT LIABILITIES** | | | | | |
| | Receipts in Advance | | 7 | £2,723.18 | £3,341.18 |
| | Creditors | | 8 | £25,614.00 | £25,517.00 |
| | **Total Current Liabilities** | | | **£28,337.18** | **£28,858.18** |
| **NET CURRENT ASSETS** | | | | **£20,432.09** | **£37,628.39** |
| **TOTAL ASSETS** | | | | **£51,409.11** | **£66,821.91** |
| **PARISH FUNDS** | | | | | |
| | **Unrestricted** | | | £46,577.68 | £62,520.17 |
| | **Restricted** | Organ Fund | | £0.00 | £456.93 |
| | | Diamond Fund | | £1,247.36 | £1,233.60 |
| | | Community Support | | £2,718.85 | £1,718.85 |
| | | Ukranian Coffee Money | | £634.86 | £892.36 |
| | | Hall Refurbishment Donations | | £230.36 | £0.00 |
| | | **Total Parish Funds** | | **£51,409.11** | **£66,821.91** |

Approved by the Parochial Church Council on 24th March 2024 and signed on its behalf by

Churchwarden Treasurer

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Notes to the Financial Statements**
**for the year ended 31st December 2023**

### 1. Accounting Policies

The financial accounts have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

### 2. Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

### 3. Income

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross.

### 4. Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### 5. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). Cost information is available for the curate’s house so it is included at that cost. No depreciation is being calculated. Equipment used within the Church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. Investments are valued at market value on 31st December.

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2023

| 2. INCOME | | 2023<br>£ | 2022<br>£ |
|---|---|---|---|
| 2a | Voluntary Income | | |
| | Planned Giving: | | |
| | Gift Aid Donations | £14,365.00 | £16,267.93 |
| | Tax Recovered | £13,104.16 | £12,919.64 |
| | Parish Giving Scheme | £25,923.18 | £21,260.69 |
| | Non Gift Aid Donations | £440.00 | £2,940.00 |
| | **Sub Total** | **£53,832.34** | **£53,388.26** |
| | Collections (Open Plate) | £3,534.78 | £2,496.02 |
| | Donations, Appeals Etc. (Gift Aid) | £9,677.91 | £13,834.34 |
| | Donations, Appeals Etc. (Non-Gift Aid) | £583.41 | £1,726.99 |
| | Diamond Fund | £0.00 | £0.00 |
| | Community Support Fund | £1,000.00 | £0.00 |
| | Legacies | £7,834.66 | £6,500.00 |
| | **Total Voluntary Income** | **£76,463.10** | **£77,945.61** |
| 2b | Activities Generating Funds: | | |
| | **Total Fund Raising** | **£11,623.05** | **£19,982.53** |
| 2c | Income from Investments: | | |
| | **Total Dividends and Interest** | **£1,687.06** | **£827.03** |
| 2d | Income from Church Activities: | | |
| | Church Hall Lettings | £23,852.59 | £18,925.70 |
| | Meeting Room Lettings | £40.00 | £470.00 |
| | Magazine | £2,667.82 | £3,119.10 |
| | Parish Lunch | £6,592.29 | £5,785.83 |
| | Rental Income - 22 Station Approach | £14,965.90 | £3,900.00 |
| | Rental Income - Vodaphone Mast | £7,764.72 | £7,764.72 |
| | Fees - Funerals & Weddings | £3,809.00 | £5,152.00 |
| | **Total Income From Church Activities** | **£59,692.32** | **£45,117.35** |
| 2e | Other Income | | |
| | Ukrainian Coffee Morning | £0.00 | £1,523.00 |
| | Tutti Festi Concert | £1,798.54 | £0.00 |
| | Hall Refurbishment | £55,175.75 | |
| | **Total Other Income** | **£56,974.29** | **£1,523.00** |
| **TOTAL OVERALL INCOME** | | **£206,439.82** | **£145,395.52** |

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2023

| **3. EXPENDITURE** | | **2023** | **2022** |
|---|---|---|---|
| | | **£** | **£** |
| 3a | Fund Raising Costs | | |
| | **Total Fund Raising Costs** | **£1,799.80** | **£6,873.48** |
| | | | |
| 3b | Church Activities Costs: | | |
| | Charitable Giving | £340.10 | £299.54 |
| | Ministry: Parish Support Fund | £67,800.00 | £66,000.00 |
| | Other Ministry Costs | £3,258.58 | £3,247.58 |
| | Church Running & Maintenance | £27,812.81 | £26,698.90 |
| | Church Hall Running & Maintenance | £16,100.00 | £13,735.54 |
| | 22 Station Approach Costs | £35,448.09 | £23,294.15 |
| | Parish Magazine Costs | £2,665.00 | £2,880.00 |
| | Admin Resources (including PP&S) | £2,652.78 | £2,333.73 |
| | Parish Lunch Costs | £3,337.34 | £3,158.53 |
| | Other Expenditure | £55.00 | £13.00 |
| | Church Organ | £0.00 | £52,872.44 |
| | Community Support Fund | £0.00 | £150.00 |
| | Ukrainian Donations Spending | £100.00 | £630.64 |
| | Parish Administrator | £5,987.50 | £0.00 |
| | | | |
| | **Total Church Activities Costs** | **£165,557.20** | **£195,314.05** |
| | | | |
| | Other Expenditure | | |
| | Tutti Festi Concert | £1,333.73 | £0.00 |
| | Hall Refurbishment | £54,945.39 | £0.00 |
| | | | |
| | **Total Other Income** | **£56,279.12** | **£0.00** |
| | | | |
| **TOTAL OVERALL EXPENDITURE** | | **£223,636.12** | **£202,187.53** |

**Other Ministry Costs** includes the Vicar's and other ministry expenses

**Church Running and Maintenance** includes utilities £6,491.52, insurance £3,610.81, maintenance £8,462.00, repairs and replacements £568.59, funerals and weddings £2,658.37 and choir and music £6,021.52,

**Church Hall Running & Maintenance** includes utilities £6,220.36, insurance £1,778.46, maintenance £882.24, repairs and replacements £1,090.93, cleaning £5,662.38 and hall admin resources £465.63

### 4. HONORARIA

Small immaterial payments were made to PCC members to reimburse expenses.
No other payments or expenses were paid to any PCC member, any person closely connected to them or related parties.

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2023

**5. ASSETS**

| | | 2023 | 2022 |
|---|---|---|---|
| 5a | Tangible | £ | £ |
| | Freehold Land & Buildings at 22 Station App | | |
| | Cost at 1.1.21 | £10,401.00 | £10,401.00 |
| | Net Book Value at 31.12.2021 | **£10,401.00** | **£10,401.00** |
| 5b | Investments | | |
| | Market Value | £18,792.52 | £21,287.00 |
| | Revaluation Surplus / Deficit | £1,783.50 | -£2,494.48 |
| | **Market Value** | **£20,576.02** | **£18,792.52** |

**6. DEBTORS**

| | | 2023 | 2022 |
|---|---|---|---|
| 6a | Tax Recoverable | £3,120.51 | £2,003.26 |
| | **Total Tax Recoverable** | **£3,120.51** | **£2,003.26** |
| 6b | Prepayments | | |
| | Expenses | £0.00 | £0.00 |
| | **Total Prepayments** | **£0.00** | **£0.00** |
| 6c | Sundry Debtors | | |
| | Envelopes | £0.00 | £0.00 |
| | Hall Rent | £0.00 | £0.00 |
| | Wedding Fees | £0.00 | £0.00 |
| | **Total Sundry Debtors** | £0.00 | £0.00 |
| | **Total Debtors** | **£3,120.51** | **£2,003.26** |

**7. PAYMENTS IN ADVANCE**

| | 2023 | 2022 |
|---|---|---|
| Vodaphone Mast Rental | £1,941.18 | £1,941.18 |
| 2024 Panto Tickets | £405.00 | £1,400.00 |
| Stoneman Funeral Services | £377.00 | £0.00 |
| **Total Payments In Advance** | **£2,723.18** | **£3,341.18** |

**8. SUNDRY CREDITORS**

| | 2023 | 2022 |
|---|---|---|
| Welcare Charity Donation | £0.00 | £517.00 |
| Barn Dance Expenses | £116.00 | £0.00 |
| Quinquennial Inspection Invoice Pending | £3,000.00 | £0.00 |
| Church Loan | £22,498.00 | £25,000.00 |
| **Total Sundry Creditors** | **£25,614.00** | **£25,517.00** |

## Independent Examiner's Report to the PCC of The Church of The Good Shepherd Tadworth

I report on the accounts for the year ended 31 December 2023 which are set out on pages 2 to 11.

### Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matters have come to my attention:

1 which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations;

have not been met; or

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

Tessa L Bullimore

Tessa Bullimore (FCCA) dated 8th February 2024
15 Ashhurst Road, Tadworth, KT20 5ET

# Accounts

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
# ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
# FOR THE YEAR ENDED 31 DECEMBER 2022

REGISTERED CHARITY NUMBER 1137975

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Financial Statements
## for the year ended 31st December 2022

## INDEX

## Trustees And Other Information

**Registered Charity number: 1137975**

**Address: The Avenue, Tadworth, Surrey, KT20 5AS**

**Website: www.goodshepherdtadworth.org.uk**

**Trustees:**

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Financial Review**
**for the year ended 31st December 2022**

## Trustees Report for the year ended 31 December 2022

The Trustees noted on page 1 all served throughout the financial year apart from Rachel Miles, Lisa Patterson, Sarah Phillips and Mick Prior who resigned from the PCC on the 15 May 2022 with Karen Connor and Fiona Hawker joining on the 15 May 2022.

## Treasurers Report

2022 saw Church finances begin to return to normal levels after the restrictions that had been placed on its ability to fundraise during the previous two years due to Covid lockdowns.

**Hall Income** – for the period of the 1 January to 31 December 2022 was £19,396. With the exception of one or two, the Church saw most of its regular users return after the pandemic along with a number of one off hires for parties etc.

**22 Station Approach** (Curates house) – which is owned by the Church, had been rented out to a private tenant for a number of years but was suddenly vacated in March 2022. It would seem that the tenant had found himself in a difficult situation after the death of his wife and the loss of his job and therefore unable to pay his rent and other bills. The keys to the property were returned to the Vicar by a third party and despite numerous attempts to make contact with the tenant we found ourselves with an empty property and a loss of income. Once the legal obstacles had been navigated in order for the property to be returned to the Church, access was gained and the full extent of the poor state of the property was revealed.

The PCC went into action quickly and started work on clearing the house, engaging the services of a builder and associated trades. The work was estimated at around £40,000 - £50,000, funds which the Church did not have. After much discussion, an interest free loan of £25,000 was offered to the PCC to help fund the work and the Church will use its unrestricted reserves to fund the balance. The loan is to be repaid over 5 years, financed by the increase in the monthly rent that we expect to receive once the renovations have been completed. It is hoped that the house will be ready to be rented out again by April 2023.

**Fund Raising Events** – continued to be organised by the Social Committee and others in the Church. These included the annual Church Panto (£2,672), Jumble Sale (£2,546), Gameshow Night (£507), Ukebox Summer Party (£1,361), Summer Fete (£1,063), Surrey Yeomanry (£653) and Craft Fair (£1,523) to name a few. The Saturday Coffee Shop also added a further £1,288 with another £2,627 being received from the Sunday Parish Lunches. (All these figures are after any expenses have been deducted).

**The Pipe Organ** – refurbishment was finally realised in 2022 and came to fruition with a grand recital in the Church. The final and total cost of the rebuild, which saw a number of significant enhancements to the instrument was £198,817.95 – this will ensure that the life of the organ is extended for many years and that it will continue to be a valuable asset to the community of Tadworth and the surrounding villages.

**The Parish Giving Scheme** – continued to be promoted as our preferred method of giving to the Church**.** Although there have been a number of new joiners to the scheme there have also been some leavers due to people moving out of the area or sadly passing away. The advantages of the Parish Giving scheme are that the Diocese oversees all of the administration associated with it including claiming Gift Aid on the Churches behalf. 100% of this income is then credited to the Churches bank account on the 10th of each month with the Gift Aid following on 7 to 10 days later.

**The Goodbox Mini** – which was introduced by the Diocese and which we were encouraged to explore in 2021 as a means of an alternative way to increase our income saw an increase in its usage during 2022 as people got more used to using their credit or debit cards as a means of donating a one-off fixed amount to the Church.

The Goodbox is now located at the back of the Church at all Church services and is also used at baptisms, weddings and funerals for those attending who would like to make a donation. In addition it is used at parish fundraising events throughout the year.

**A Wi-Fi System** – was set up during 2022 with improvements scheduled to be made during 2023 to enhance its usability even further. This is now available throughout the Church hall and meeting room with some limited availability in the Church. There is also an intention to upgrade our CCTV in the hall as the current system has proved beneficial to the Church.

**Other** – with the exception of some minor repairs and statutory inspections there was little expenditure on the Church estate due to the PCC concentrating on the refurbishment of 22 Station Approach.

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Statement of Financial Activities
## for the year ended 31st December 2022

| **INCOME** | **Note** | **2022**<br>**£** | **2021**<br>**£** |
|---|---|---|---|
| Voluntary Income | 2a | £77,945.61 | £127,380.24 |
| Activities Generating Funds | 2b | £19,982.53 | £5,105.56 |
| Income from Investments | 2c | £827.03 | £685.11 |
| Church Activities | 2d | £45,117.35 | £45,776.00 |
| Other Income | 2e | £1,523.00 | £721.52 |
| TOTAL INCOME | | **£145,395.52** | **£179,668.43** |
| **EXPENDITURE** | | | |
| Fund Raising Costs | 3a | £6,873.48 | £1,145.20 |
| Church Activities | 3b | £195,314.05 | £243,873.65 |
| **TOTAL EXPENDITURE** | | **£202,187.53** | **£245,018.85** |
| **NET INCOME / EXPENDITURE BEFORE OTHER GAINS AND LOSSES** | | **(£56,792.01)** | **(£65,350.42)** |
| Gains / (Losses) on Investment Assets: | | | |
| On Disposal | | £0.00 | £0.00 |
| On Revaluation | | (£2,494.48) | £2,676.00 |
| **Total Gains / (Losses) on Investment Assets:** | | **(£2,494.48)** | **£2,676.00** |
| **NET MOVEMENT IN FUNDS** | | **(£59,286.49)** | **(£62,674.42)** |
| **BALANCE BROUGHT FORWARD** | | £126,108.40 | £188,782.82 |
| **BALANCE CARRIED FORWARD** | | **£66,821.91** | **£126,108.40** |

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Balance Sheet as at 31st December 2022

| | | Note | 2022 £ | 2021 £ |
|---|---|---|---|---|
| **ASSETS** | | | | |
| Tangible | | 5a | £10,401.00 | £10,401.00 |
| Investments | | 5b | £18,792.52 | £21,287.00 |
| **Total Assets** | | | **£29,193.52** | **£31,688.00** |
| **CURRENT ASSETS** | | | | |
| Short Term Deposits | | | £35,000.00 | £73,678.41 |
| Cash at Bank | | | £29,483.31 | £16,549.83 |
| Recoverable Tax | | 6a | £2,003.26 | £6,133.34 |
| Prepayments | | 6b | £0.00 | £0.00 |
| Sundry Debtors | | 6c | £0.00 | £0.00 |
| **Total Current Assets** | | | **£66,486.57** | **£96,361.58** |
| **CURRENT LIABILITIES** | | | | |
| Receipts in Advance | | 7 | £3,341.18 | £1,941.18 |
| Creditors | | 8 | £25,517.00 | £0.00 |
| **Total Current Liabilities** | | | **£28,858.18** | **£1,941.18** |
| **NET CURRENT ASSETS** | | | **£37,628.39** | **£94,420.40** |
| **TOTAL ASSETS** | | | **£66,821.91** | **£126,108.40** |
| **PARISH FUNDS** | | | | |
| **Unrestricted** | | | £62,520.17 | £70,912.83 |
| **Restricted** | Organ Fund | | £456.93 | £52,093.12 |
| | Diamond Fund | | £1,233.60 | £1,233.60 |
| | Community Support | | £1,718.85 | £1,868.85 |
| | 22SA Refurbishment | | £0.00 | £0.00 |
| | Ukrainian Coffee Morning | | £892.36 | £0.00 |
| | **Total Parish Funds** | | **£66,821.91** | **£126,108.40** |

Approved by the Parochial Church Council on the 7th March 2023 and signed on its behalf by:

Churchwarden

Treasurer

**1. Accounting Policies**

The financial accounts have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of Church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

**2. Funds**

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

**3. Income**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross.

**4. Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**5. Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). Cost information is available for the curate's house so it is included at that cost. No depreciation is being calculated. Equipment used within the Church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. Investments are valued at market value on 31st December.

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2022

| | | | 2022 | 2021 |
|---|---|---|---|---|
| **2. INCOME** | | | **£** | **£** |
| 2a | Voluntary Income | | | |
| | Planned Giving: | | | |
| | | Gift Aid Donations | £16,267.93 | £27,818.73 |
| | | Tax Recovered | £12,919.64 | £21,551.30 |
| | | Parish Giving Scheme | £21,260.69 | £11,820.00 |
| | | Non Gift Aid Donations | £2,940.00 | £1,560.30 |
| | **Sub Total** | | **£53,388.26** | £62,750.33 |
| | Collections (Open Plate) | | £2,496.02 | £1,564.37 |
| | Donations, Appeals Etc. (Gift Aid) | | £13,834.34 | £32,526.66 |
| | Donations, Appeals Etc. (Non Gift Aid) | | £1,726.99 | £30,538.88 |
| | Diamond Fund | | £0.00 | £0.00 |
| | Community Support Fund | | £0.00 | £0.00 |
| | Legacies | | £6,500.00 | £0.00 |
| | **Total Voluntary Income** | | **£77,945.61** | **£127,380.24** |
| 2b | Activities Generating Funds: | | | |
| | **Total Fund Raising** | | **£19,982.53** | **£5,105.56** |
| 2c | Income from Investments: | | | |
| | **Total Dividends and Interest** | | **£827.03** | **£685.11** |
| 2d | Income from Church Activities: | | | |
| | Church Hall Lettings | | £18,925.70 | £13,934.61 |
| | Meeting Room Lettings | | £470.00 | £60.00 |
| | Magazine | | £3,119.10 | £2,950.45 |
| | Parish Lunch | | £5,785.83 | £2,128.22 |
| | Rental Income - 22 Station Approach | | £3,900.00 | £14,260.00 |
| | Rental Income - Vodaphone Mast | | £7,764.72 | £7,764.72 |
| | Fees - Funerals & Weddings | | £5,152.00 | £4,678.00 |
| | **Total Income From Church Activities** | | **£45,117.35** | **£45,776.00** |
| 2e | Other Income | | £0.00 | £721.52 |
| | Ukrainian Coffee Morning | | £1,523.00 | £0.00 |
| | **Total Other Income** | | **£1,523.00** | **£721.52** |
| **TOTAL OVERALL INCOME** | | | **£145,395.52** | **£179,668.43** |

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2022

| 3. EXPENDITURE | | 2022<br>£ | 2021<br>£ |
|---|---|---|---|
| 3a | Fund Raising Costs | £6,873.48 | **£637.74** |
| | **Total Fund Raising Costs** | **£6,873.48** | **£637.74** |
| 3b | Church Activities Costs: | | |
| | Charitable Giving | £299.54 | £434.40 |
| | Ministry: Parish Support Fund | £66,000.00 | £58,624.08 |
| | Other Ministry Costs | £3,247.58 | £2,088.36 |
| | Church Running & Maintenance | £26,698.90 | £32,416.10 |
| | Church Hall Running Costs | £13,735.54 | £11,060.20 |
| | 22 Station Approach Costs | £23,294.15 | £2,354.80 |
| | Parish Magazine Costs | £2,880.00 | £2,795.00 |
| | Admin Resources (inc PP&S) | £2,333.73 | £1,762.75 |
| | Parish Lunch Costs | £3,158.53 | £1,270.22 |
| | Other Expenditure | £13.00 | £50.00 |
| | Church Organ | £52,872.44 | £131,155.20 |
| | Community Support Fund | £150.00 | £370.00 |
| | Ukranian Donations Spending | £630.64 | |
| | **Total Church Activities Costs** | **£195,314.05** | **£244,381.11** |
| **TOTAL OVERALL EXPENDITURE** | | **£202,187.53** | **£245,018.85** |

Other ministry costs include the expenses of the vicar, curate, readers, junior church and other ministry resources.

Church running and maintenance includes repairs and renewals, house expenses, organ, choir and music, honoraria, insurance, heating and lighting.

### 4. HONORARIA

During the year the PCC paid honoraria to the organist and master of choristers and for training the junior choir.

Small immaterial payments were made to PCC members to reimburse expenses. No other payments or expenses were paid to any PCC member, any person closely connected to them or related parties.

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2022

**5. ASSETS**

| | | 2022 | 2021 |
|---|---|---|---|
| 5a | Tangible | £ | £ |
| | Freehold Land & Buildings | | |
| | Cost at 1.1.21 | £10,401.00 | £10,401.00 |
| | Net Book Value at 31.12.2021 | **£10,401.00** | **£10,401.00** |

The freehold land and buildings comprise the house at 22 Station Approach, Tadworth

| | | | |
|---|---|---|---|
| 5b | Investments | | |
| | Market Value 1.1.21 | £21,287.00 | £18,611.00 |
| | Revaluation Surplus / Deficit | (£2,494.48) | £2,676.00 |
| | **Market Value 31.12.21** | **£18,792.52** | **£21,287.00** |

**6. DEBTORS**

| | | | |
|---|---|---|---|
| 6a | Tax Recoverable | £2,003.26 | £6,133.34 |
| | **Total Tax Recoverable** | **£2,003.26** | **£6,133.34** |
| 6b | Prepayments | | |
| | Insurance | £0.00 | £0.00 |
| | Expenses | £0.00 | £0.00 |
| | **Total Prepayments** | **£0.00** | **£0.00** |
| 6c | Sundry Debtors | | |
| | Envelopes | £0.00 | £0.00 |
| | Hall Rent | £0.00 | £0.00 |
| | Subscriptions | £0.00 | £0.00 |
| | Wedding Fees | £0.00 | £0.00 |
| | Property Rental | £0.00 | £0.00 |
| | **Total Sundry Debtors** | £0.00 | £0.00 |
| | **Total Debtors** | **£2,003.26** | **£6,133.34** |

**7. PAYMENTS IN ADVANCE**

| | | |
|---|---|---|
| Vodaphone Mast Rental | £1,941.18 | £1,941.18 |
| Southwark Diocese 2023 Energy Assistance | £1,400.00 | |
| **Total Payments In Advance** | **£3,341.18** | **£1,941.18** |

**8. SUNDRY CREDITORS**

| | | |
|---|---|---|
| Parochial Fees | £0.00 | £0.00 |
| Welcare Charity Donations | £517.00 | £0.00 |
| Church Loan | £25,000.00 | £0.00 |
| **Total Sundry Creditors** | **£25,517.00** | **£0.00** |

## Independent Examiner's Report to the PCC of The Church of The Good Shepherd Tadworth

I report on the accounts for the year ended 31 December 2022 which are set out on pages 2 to 11.

### Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matters have come to my attention:

1 which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations;

have not been met; or

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

Tessa L Bullimore

Tessa Bullimore (FCCA) dated 15/02/2023
15 Ashhurst Road, Tadworth, KT20 5E

# Accounts

# THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
# ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
# FOR THE YEAR ENDED 31 DECEMBER 2021

**REGISTERED CHARITY NUMBER 1137975**

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Financial Statements**
**for the year ended 31st December 2021**

## INDEX

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH

**Trustees And Other Information**

**Registered Charity number: 1137975**

**Address: The Avenue, Tadworth, Surrey, KT20 5AS**

**Website: www.goodshepherdtadworth.org.uk**

**Trustees:**

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Financial Review**
**for the year ended 31st December 2021**

## Trustees Report for the year ended 31 December 2021

The Trustees noted on page 1 all served throughout the financial year apart from Richard Palmer who resigned from the PCC on the 9 February 2021 when Richard Gollop took over as Treasurer.

## Treasurers Report

2021 saw the return of **Coronavirus lockdowns** between the 5 January and the 29 March, which again hampered fundraising and Hall income generation, during which time the stay-at-home order imposed by the government remained in place. After the 29 March, there were limits on the number of people that were able to meet together outdoors and on the 17 May the rule of 6 or two households was introduced for indoor social gathering, with a limit of 30 people being allowed to mix outdoors, which further limited the Churches ability to generate income.

In the first quarter of 2021 there was minimal **Hall income** as it was not in use due to the imposed lockdown but a small amount of income was generated by regular uses who wanted to keep their booked slots in preparation for the hall re-opening. From May there was a trickle of hirers using the hall but it wasn't until October, that our true monthly income was realised, when it returned to pre-pandemic levels generating on average £2,400 per month.

**Fund raising** was severely limited during 2021, again due to Coronavirus restrictions, although we did manage to hold 5 events, Summer Tabletop Sale (£1,002), Craft Fair (£1,506), Welcome Back BBQ (£289), Barn Dance (£778) and International Food Evening (£786), during the year which generated a total income of £4,361 before any gift aid credit and expenses. Sadly because of the restrictions other income generators such as the Saturday Coffee Shop and Parish Lunch did not restart until September.

Despite all this, the Organ Committee continued to raise funds for the **Pipe Organ Appeal** and introduced the **Pipe Sponsorship Scheme** in September. This successful initiative raised £11,895 by the end of the financial year bringing the total raised for the refurbishment and enhancement of the Church organ to £183,247 and of this sum £131,154 has been paid for works to the organ.

The Diocese of Southwark introduced the **Parish Giving Scheme** in early 2021 with the intention of encouraging regular givers to change from the bank standing order system to the new scheme. The advantages of the Parish Giving scheme are that the Diocese oversees all of the administration associated with it including claiming Gift Aid on the Churches behalf. This income is then credited to the Churches bank account on the 10th of each month with the Gift Aid following on 7 to 10 days later.

The scheme was publicised to the Church and to the wider community via the Parish Magazine and by an email shot. Between March and December we saw 14 new regular givers using the new scheme and 11 people who switched from the standing order to the Parish Giving Scheme. People using the Parish Giving scheme also have the option of increasing their donation by the rate of inflation every year if they choose to do so.

In 2021, we were encouraged by the Diocese to explore ways of increasing our income and we were introduced to the **Goodbox Mini**, a handheld terminal on which people can tap their debit or credit card and donate a one-off fixed amount to the Church. During 2021 this raised £155.72 for Church funds. It has also been used at Parish events such as the Summer Tabletop Fete and the International Food Evening.

During the early part of 2021 the **Church sound system** was upgraded to improve sound quality and greater coverage throughout the Church. The cost of the work was very kindly paid for by a member of the Church community and dedicated to the memory of her late husband. Other than two minor repairs, one to the Bell Tower and the other to replace bird prevention screens, no other work was undertaken during the year with the exception of the usual statutory inspections.

The **Photocopier contract** expired in 2020, although we were allowed to continue to use it whilst a decision was made on what we were going to do next. Enquiries were made with various different companies and we renewed and upgraded our existing equipment, which was over 5 years old, in July 2021, with the same company that we had dealt with previously. This resulted in a significant reduction in our annual lease costs from £2,668 to £1,964, saving the Church £704 per annum.

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Statement of Financial Activities**
**for the year ended 31st December 2021**

| **INCOME** | **Notes** | **2021**<br>**£** | **2020**<br>**£** |
|---|---|---|---|
| Voluntary Income | 2a | £127,380.24 | £101,388.00 |
| Activities Generating Funds | 2b | £5,105.56 | £11,000.00 |
| Income from Investments | 2c | £685.11 | £1,159.00 |
| Church Activities | 2d | £45,776.00 | £35,686.00 |
| Other Income | 2e | £721.52 | £632.00 |
| TOTAL INCOME | | **£179,668.43** | **£149,865.00** |
| **EXPENDITURE** | | | |
| Fund Raising Costs | 3a | £637.74 | £2,221.00 |
| Church Activities | 3b | £244,381.11 | £112,890.18 |
| **TOTAL EXPENDITURE** | | **£245,018.85** | **£115,111.18** |
| **NET INCOME / EXPENDITURE BEFORE OTHER GAINS AND LOSSES** | | **(£65,350.42)** | **£34,753.82** |
| Gains / (Losses) on Investment Assets: | | | |
| On Disposal | | £0.00 | £0.00 |
| On Revaluation | | £2,676.00 | £1,202.00 |
| **Total Gains / (Losses) on Investment Assets:** | | **£2,676.00** | **£1,202.00** |
| **NET MOVEMENT IN FUNDS** | | **(£62,674.42)** | **£35,955.82** |
| **BALANCE BROUGHT FORWARD** | | £188,782.82 | £152,827.00 |
| **BALANCE CARRIED FORWARD** | | **£126,108.40** | **£188,782.82** |

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Balance Sheet
## for the year ended 31st December 2021

| | | Notes | 2021<br>£ | 2020<br>£ |
|---|---|---|---|---|
| **ASSETS** | | | | |
| Tangible | | 5a | £10,401.00 | £10,401.00 |
| Investments | | 5b | £21,287.00 | £18,611.00 |
| **Total Assets** | | | **£31,688.00** | **£29,012.00** |
| **CURRENT ASSETS** | | | | |
| Short Term Deposits | | | £73,678.41 | £152,054.00 |
| Cash at Bank | | | £16,549.83 | £9,071.00 |
| Recoverable Tax | | 6a | £6,133.34 | £750.00 |
| Prepayments | | 6b | £0.00 | £0.00 |
| Sundry Debtors | | 6c | £0.00 | £0.00 |
| **Total Current Assets** | | | **£96,361.58** | **£161,875.00** |
| **CURRENT LIABILITIES** | | | | |
| Receipts in Advance | | 7 | £1,941.18 | £1,941.00 |
| Creditors | | 8 | £0.00 | £163.00 |
| **Total Current Liabilities** | | | **£1,941.18** | **£2,104.00** |
| **NET CURRENT ASSETS** | | | **£94,420.40** | **£159,771.00** |
| **TOTAL ASSETS** | | | **£126,108.40** | **£188,783.00** |
| **PARISH FUNDS** | | | | |
| **Unrestricted** | | | £70,912.83 | £58,119.00 |
| **Restricted** | Organ Fund | | £52,093.12 | £129,430.00 |
| | Diamond Fund | | £1,233.60 | £1,234.00 |
| | Community Support | | £1,868.85 | £0.00 |
| | **Total Parish Funds** | | **£126,108.40** | **£188,783.00** |

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

Churchwarden                Treasurer

**THE CHURCH OF THE GOOD SHEPHERD, TADWORTH**
**Notes to the Financial Statements**
**for the year ended 31st December 2021**

## 1. Accounting Policies

The financial accounts have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

## 2. Funds

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

## 3. Income

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross.

## 4. Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

## 5. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). Cost information is available for the curate’s house so it is included at that cost. No depreciation is being calculated. Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. Investments are valued at market value on 31st December.

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2021

| | | | 2021 | 2020 |
|---|---|---|---|---|
| **2. INCOME** | | | **£** | **£** |
| 2a | Voluntary Income | | | |
| | Planned Giving: | | | |
| | | Gift Aid Donations | £27,818.73 | £34,351.00 |
| | | Tax Recovered | £21,551.30 | £8,588.00 |
| | | Parish Giving Scheme | £11,820.00 | £0.00 |
| | | Tax Recovered | £0.00 | £0.00 |
| | | Non-Gift Aid Donations | £1,560.30 | £3,562.00 |
| | **Sub Total** | | **£62,750.33** | **£46,501.00** |
| | Collections (Open Plate) | | £1,564.37 | £2,320.00 |
| | Donations, Appeals Etc. (Gift Aid) | | £32,526.66 | £24,173.00 |
| | Tax Recoverable | | £0.00 | £1,132.00 |
| | Donations, Appeals Etc. (Non-Gift Aid) | | £30,538.88 | £17,262.00 |
| | Diamond Fund | | £0.00 | £0.00 |
| | Community Support Fund | | £0.00 | £0.00 |
| | Legacies | | £0.00 | £10,000.00 |
| | **Total Voluntary Income** | | **£127,380.24** | **£101,388.00** |
| 2b | Activities Generating Funds: | | | |
| | **Total Fund Raising** | | **£5,105.56** | **£11,000.00** |
| 2c | Income from Investments: | | | |
| | **Total Dividends and Interest** | | **£685.11** | **£1,159.00** |
| 2d | Income from Church Activities: | | | |
| | Church Hall Lettings | | £13,934.61 | £9,675.00 |
| | Meeting Room Lettings | | £60.00 | £339.00 |
| | Choir | | £0.00 | £0.00 |
| | Magazine | | £2,950.45 | £257.00 |
| | Parish Lunch | | £2,128.22 | £0.00 |
| | Rental Income - 22 Station Approach | | £14,260.00 | £13,502 |
| | Rental Income - Vodaphone Mast | | £7,764.72 | £7,765 |
| | Parochial Fees | | £4,678.00 | £4,148.00 |
| | **Total Income From Church Activities** | | **£45,776.00** | **£35,686.00** |
| 2e | Other Income | | £721.52 | **£632.00** |
| | **Total Other Income** | | **£721.52** | £632.00 |
| **TOTAL OVERALL INCOME** | | | **£179,668.43** | **£149,865.00** |

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2021

| **3. EXPENDITURE** | | **2021** | **2020** |
|---|---|---|---|
| | | **£** | **£** |
| 3a | Fund Raising Costs | £637.74 | £2,221.00 |
| | **Total Fund-Raising Costs** | **£637.74** | **£2,221.00** |
| 3b | Church Activities Costs: | | |
| | Charitable Giving | £434.40 | £750.00 |
| | Ministry: Parish Support Fund | £58,624.08 | £58,623.18 |
| | Other Ministry Costs | £2,088.36 | £1,434.00 |
| | Church Running & Maintenance | £32,416.10 | £29,309.00 |
| | Lady Chapel Costs | £0.00 | £0.00 |
| | Hall Improvements | £0.00 | £0.00 |
| | Church Hall Running Costs | £11,060.20 | £14,844.00 |
| | 22 Station Approach Costs | £2,354.80 | £0.00 |
| | Parish Magazine Costs | £2,795.00 | £0.00 |
| | Admin Resources (inc PP&S) | £1,762.75 | £694.00 |
| | Parish Lunch Costs | £1,270.22 | £0.00 |
| | Other Expenditure | £50.00 | £423.00 |
| | Church Organ | £131,155.20 | £6,813.00 |
| | Community Support Fund | £370.00 | £0.00 |
| | **Total Church Activities Costs** | **£244,381.11** | **£112,890.18** |
| **TOTAL OVERALL EXPENDITURE** | | **£245,018.85** | **£115,111.18** |

**Other Ministry Costs** includes the Vicars and other ministry expenses

**Church Running and Maintenance** includes utilities £9,700.82, insurance £2,151.75, repairs and replacements £10,552.69, maintenance £1,550.26, funerals and weddings £2,287.00, choir and music £6,173.58.

Small immaterial payments were made to PCC members to reimburse expenses. No payments or expenses were paid to any person closely connected to any PCC members.

## THE CHURCH OF THE GOOD SHEPHERD, TADWORTH
## Notes to the Financial Statements
## for the year ended 31st December 2021

### 5. ASSETS

| | | 2021 | 2020 |
|---|---|---|---|
| 5a | Tangible | £ | £ |
| | Freehold Land & Buildings | | |
| | Cost at 1.1.21 | £10,401.00 | £10,401.00 |
| | Net Book Value at 31.12.2021 | **£10,401.00** | **£10,401.00** |

The freehold land and buildings relate to 22 Station Approach, Tadworth

| | | 2021 | 2020 |
|---|---|---|---|
| 5b | Investments | | |
| | Market Value 1.1.21 | £18,611.00 | £17,409.00 |
| | Revaluation Surplus / Deficit | £2,676.00 | £1,202.00 |
| | **Market Value 31.12.21** | **£21,287.00** | **£18,611.00** |

### 6. DEBTORS

| | | 2021 | 2020 |
|---|---|---|---|
| 6a | Tax Recoverable | £6,133.34 | £750.00 |
| | **Total Tax Recoverable** | **£6,133.34** | **£750.00** |
| 6b | Prepayments | | |
| | Insurance | £0.00 | £0.00 |
| | Expenses | £0.00 | £0.00 |
| | **Total Prepayments** | **£0.00** | **£0.00** |
| 6c | Sundry Debtors | | |
| | Envelopes | £0.00 | £0.00 |
| | Hall Rent | £0.00 | £0.00 |
| | Subscriptions | £0.00 | £0.00 |
| | Wedding Fees | £0.00 | £0.00 |
| | Property Rental | £0.00 | £0.00 |
| | **Total Sundry Debtors** | **£0.00** | **£0.00** |
| | **Total Debtors** | **£6,133.34** | **£750.00** |

### 7. PAYMENTS IN ADVANCE

| | | |
|---|---|---|
| Vodaphone | £1,941.18 | £1,941.00 |
| **Total Payments In Advance** | **£1,941.18** | **£1,941.00** |

### 8. SUNDRY CREDITORS

| | | |
|---|---|---|
| Parochial Fees | £0.00 | £163.00 |
| Organist's Fee | £0.00 | £0.00 |
| Other | £0.00 | £0.00 |
| **Total Sundry Creditors** | **£0.00** | **£163.00** |

## Independent Examiner's Report to the PCC of The Church of The Good Shepherd Tadworth

I report on the accounts for the year ended 31 December 2021 which are set out on pages 2 to 11.

### Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matters have come to my attention:

1 which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations;

have not been met; or

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

Tessa L Bullimore

Tessa Bullimore (FCCA) dated 05/04/2022
15 Ashurst Road, Tadworth, KT20 5E

# Accounts

**The Church of the Good Shepherd Tadworth**
**Financial statements**
**for the year ended 31st December 2020**

INDEX

**The Church of the Good Shepherd, Tadworth**
**Financial Review**
**For the year ended 31st December 2020**

As for most Churches in the World, 2020 has been a very difficult financial year. The virus has affected all areas of finance from worship to fund raising.

There were, however, some rays of sunshine through the gloom.
**Regular Giving** had moderately increased. Additional members joined the schemes and a number of subscribers increased their monthly contribution.

The **Pipe Organ Renovation Fund** increased by £40,984 in the year and that is after paying the deposit of £6,812.The total now reached was **£29,430.**

Cost of **Insurance** was slightly less expensive and, as a result of the Church and Hall closure the **Utilities** bill dropped by over £2000.

Fortunately there was no large emergency **expenditure** that was required.

As a result of the frequent lockdown impositions **Fund Raising** had to cease from the middle of Marchand therefore a considerable amount of income was not forthcoming.

**Hall Letting** was interrupted continuously and only slightly recovered in September, only to be curtailed again in November.

In conclusion, the expected year end deficit of £20,000 predicted in October was mitigated to a degree by the Diocese agreeing to forgo two monthly payments of the Parish Support Fund.
As a result of all of the foregoing the deficit of the year (without the affect of the Organ Fund) was **£5,027.**

Our **Unrestricted Funds** are valued at **£58,119**.

**The first part of the new year will still suffer from the effects of the pandemic but it is hoped that restrictions will be reduced by the middle of the year and Hall Hiring and Fund Raising will be restarted .**

*On a personal note, as I hand over the financial baton to Richard Gollop I would like to thank a number of people who have supported me as treasurer. Thanks to Annabel Foster and Margaret and Jenny Shaw who have administered the Envelope Scheme, thanks to John Tedder for his work on reclaiming the Gift aid, to Gerry Barker for his considerable work looking after the Hall, to Richard Gollop and David Fitch for their work on the Magazine, to Fiona Hawker for her expertise on the final accounts and to Tim who has supported me for the last three years.*

**The Church of the Good Shepherd Tadworth**
**Statement of financial activities**
**for the year ended 31st December 2020**

| INCOME | Note | 2020 | 2019 |
|---|---|---|---|
| | | £ | £ |
| Voluntary income | 2a | 101,388 | 73,774 |
| Activities generating funds | 2b | 11,000 | 31,713 |
| Income from investments | 2c | 1,159 | 1,312 |
| Church activities | 2d | 35,686 | 54,608 |
| Other income | 2e | 632 | 20 |
| TOTAL INCOME | | **149,865** | **161,427** |
| EXPENDITURE | | | |
| Fund raising costs | 3a | 2,221 | 12,379 |
| Church activities | 3b | 112,890 | 147,019 |
| TOTAL EXPENDITURE | | **115,111** | **159,398** |
| NET INCOME/EXPENDITURE BEFORE OTHER GAINS AND LOSSES | | **34,754** | **2,028** |
| Gains/(losses) on investment assets: | | | |
| on disposal | | - | - |
| on revaluation | | 1,202 | 2,746 |
| NET MOVEMENT IN FUNDS | | **35,956** | **4,774** |
| BALANCE BROUGHT FORWARD | | 152,827 | 148,053 |
| BALANCE CARRIED FORWARD | | **188,783** | **152,827** |

## The Church of the Good Shepherd Tadworth
## Balance Sheet as at 31st December 2020

| | | Note | 2020 £ | 2019 £ |
|---|---|---|---|---|
| ASSETS | | | | |
| Tangible | | 5a | 10,401 | 10,401 |
| Investments | | 5b | 18,611 | 17,409 |
| | | | **29,012** | **27,810** |
| CURRENT ASSETS | | | | |
| Short term deposits | | | 152,054 | 114,470 |
| Cash at bank | | | 9,071 | 7,364 |
| Recoverable Tax | | 6a | 750 | 6,000 |
| Sundry Debtors | | 6b | - | 730 |
| | | | **161,875** | **128,564** |
| CURRENT LIABILITIES | | | | |
| Receipts in Advance | | 7 | 1,941 | 2,110 |
| Creditors | | 8 | 163 | 1,438 |
| | | | **2,104** | **3,548** |
| NET CURRENT ASSETS | | | **159,771** | **125,016** |
| TOTAL ASSETS | | | **188,783** | **152,826** |
| PARISH FUNDS | | | | |
| Unrestricted | | 9 | 58,119 | 63,146 |
| Restricted | Organ | | 129,430 | 88,446 |
| | Diamond | | 1,234 | 1,234 |
| | | | **188,783** | **152,826** |

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

Churchwarden Treasurer

## The Church of the Good Shepherd Tadworth
## Notes to the financial statements
## for the year ended 31st December 2020

### 1. ACCOUNTING POLICIES

The financial accounts have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

**Funds**

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

**Income**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross.

**Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). Cost information is available for the curate s house so it is included at that cost. No depreciation is being calculated. Equipment used within the church premises is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. Investments are valued at market value at 31st December.

**The Church of the Good Shepherd Tadworth**
**Notes to the financial statements**
**for the year ended 31st December 2020**

| **2. INCOME** | | 2020 £ | 2019 £ |
|---|---|---|---|
| 2a | Voluntary income | | |
| | Planned giving: | | |
| | Gift Aid donations | 34,351 | 30,158 |
| | Tax recoverable | 8,588 | 7,540 |
| | Non Gift Aid donations | 3,562 | 8,385 |
| | Collections (open plate) | 2,320 | 6,170 |
| | | **48,820** | **52,253** |
| | Donations, appeals etc. | 41,435 | 10,390 |
| | Tax recoverable | 1,133 | 5,131 |
| | Legacies | 10,000 | 6,000 |
| | | **101,388** | **73,774** |
| 2b | Activities generating funds: | | |
| | Fund raising | **11,000** | **31,713** |
| 2c | Income from investments: | | |
| | Dividends and interest | **1,159** | **1,312** |
| 2d | Income from church activities: | | |
| | Church hall | 9,675 | 26,043 |
| | Meeting Room Lettings | 339 | 197 |
| | Magazine | 257 | (22) |
| | Rental income | 21,267 | 21,147 |
| | Fees | 4,149 | 7,243 |
| | | **35,686** | **54,608** |
| 2e | Other income | **632** | **20** |
| TOTAL INCOME | | **149,865** | **161,427** |

## 3. EXPENDITURE

| | | 2020 | 2019 |
|---|---|---|---|
| | | £ | £ |
| 3a | Fund raising costs | **2,221** | **12,379** |
| 3b | Church activities: | | |
| | Charitable giving | 750 | 660 |
| | Ministry: Diocesan parish share | 58,623 | 68,969 |
| | Other ministry costs | 1,434 | 1,416 |
| | Church running and maintenance | 29,309 | 54,105 |
| | Church hall running costs | 14,844 | 20,114 |
| | Printing, stationery and magazine | 694 | 1,754 |
| | Other Expenditure | 7,236 | - |
| | | **112,890** | **147,019** |
| TOTAL EXPENDITURE | | **115,111** | **159,398** |

Other ministry costs include the expenses of the vicar, curate, readers, junior church and other ministry resources.

Church running and maintenance includes repairs and renewals, house expenses, organ, choir and music, honoraria, insurance, heating and lighting.

## 4. HONORARIA

During the year the PCC paid honoraria to the organist and master of choristers and for training the junior choir.

Small immaterial payments were made to PCC members to reimburse expenses. No other payments or expenses were paid to any PCC member, any person closely connected to them or related parties.

**The Church of the Good Shepherd Tadworth**
**Notes to the financial statements**
**for the year ended 31st December 2020**

## 5. ASSETS

| | | 2020 | 2019 |
|---|---|---|---|
| | | £ | £ |
| 5a | Tangible<br>Freehold land and buildings | | |
| | Cost at 1.1.20 | 10,401 | 10,401 |
| | Net Book Value at 31.12.2020 | **10,401** | **10,401** |

The freehold land and buildings comprise the house at 22 Station Approach, Tadworth

| | | | |
|---|---|---|---|
| 5b | Investments | | |
| | Market value 1.1.20 | 17,409 | 14,663 |
| | Revaluation surplus/deficit | 1,202 | 2,746 |
| | Market value 31.12.20 | **18,611** | **17,409** |

## 6. DEBTORS

| | | | |
|---|---|---|---|
| 6a | Tax recoverable | 750 | 6,000 |
| | | **750** | **6,000** |
| 6b | Sundry Debtors | | |
| | Envelopes | | 730 |
| | | - | **730** |
| | **Total** | **750** | **6,730** |

## 7. PAYMENTS IN ADVANCE

| | | |
|---|---|---|
| Vodaphone | 1,941 | 1,941 |
| Ticket Sales | | 159 |
| | **1,941** | **2,109** |

## 8. SUNDRY CREDITORS

| | | |
|---|---|---|
| Parochial Fees | 163 | |
| P.J.Electrics | | 1,438 |
| | **163** | **1,438** |

## 9. UNRESTRICTED FUNDS

During the year an amount in excess of £2,000 was received as part of the local Community Support Fund that is shown in this figure.

**Independent examiner s report to the PCC of**
**The Church of The Good Shepherd Tadworth**

I report on the accounts for the year ended 31 December 2020 which are set out on pages 2 to 8.

**Respective responsibilities of the PCC and the examiner**

The charity s trustees are responsible for the preparation of the accounts. The charity s trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of Independent Examiner s Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner s statement**

In connection with my examination, no matters have come to my attention:

1 which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations;

have not been met; or

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

Tessa Bullimore (FCCA) dated
15 Ashhurst Road
Tadworth
KT20 5ET

# The Church of the Good Shepherd Tadworth
## Income and Expenditure Account
## for the year ended 31st December 2020

| INCOME | DR | CR |
|---|---|---|
| | £ | £ |
| Planned giving: | | |
| Gift Aid donations | | 34,351 |
| Tax recovered | | 9,720 |
| Non-Gift Aid | | 3,562 |
| Collections (open plate) | | 2,320 |
| Donations, appeals,grants etc. | | 41,435 |
| Legacies | | 10,000 |
| Diamond Fund | | |
| Sub-total | | **101,388** |
| Fund raising | | **11,000** |
| Income from investments | | **1,159** |
| Income from church activities: | | |
| Church hall lettings | | 9,675 |
| Meeting room lettings | | 339 |
| Hall Improvement Grant | | - |
| Magazine | | 257 |
| Rental | | 21,267 |
| Fees | | 4,149 |
| Sub-total | | **35,686** |
| Other income | | **632** |
| TOTAL INCOME | | **149,865** |
| **EXPENDITURE** | | |
| Fund raising costs | **2,221** | |
| Church activities: | | |
| Charitable giving | 750 | |
| Ministry: Diocesan parish share | 58,623 | |
| Other ministry costs | 1,434 | |
| Church running and maintenance | 29,309 | |
| Organ Deposit | 6,813 | |
| Church hall running costs | 14,844 | |
| Printing, stationery & magazine | 694 | |
| CCLA 2018 adjustment | 416 | |
| Bank charges | 8 | |
| Sub-total | **112,890** | |
| TOTAL EXPENDITURE | **115,111** | |
| **SURPLUS/DEFICIT** | | **34,754** |

# Hall Accounts

08/03/2021

| | DR | CR |
|---|---|---|
| **INCOME** | £ | £ |
| Church hall lettings banked | | 9,674.75 |
| Other Income | | - |
| Meeting room lettings | | 338.50 |
| TOTAL INCOME | | **10,013.25** |
| **EXPENDITURE** | | |
| Utilities | 1,558.29 | |
| Cleaning | 7,674.53 | |
| Insurance | 1,972.54 | |
| Maintenance | 1,785.81 | |
| PP&S | - | |
| Repairs | 824.49 | |
| Other | 1,028.64 | |
| TOTAL EXPENDITURE | **14,844.30** | |
| **SURPLUS/(DEFICIT)** | | **- 4,831.05** |

| | | | |
|---|---|---|---|
| PCC OF Church of the Good Shepherd Tadworth | Charity No (if any) | 1137975 | CC17a |
| Annual accounts for the period | | | |
| Period start date | 01-Jan-20 | To | Period end date | 31-Dec-20 |

## Section A Statement of financial activities

| Recommended categories by activity | Details of own analysis | Note | Unrestricted funds £ | Restricted income funds £ | Endowment funds £ | Total this year £ | Total last year £ |
|---|---|---|---|---|---|---|---|
| **Incoming resources (Note 3)** | | | F01 | F02 | F03 | F04 | F05 |
| **Incoming resources from generated funds** | | | | | - | - | - |
| Voluntary income | | S01 | 52,055 | 35,862 | - | 87,917 | 61,103 |
| Activities for generating funds | | S02 | 3,387 | 10,084 | - | 13,471 | 31,713 |
| Investment income | | S03 | 1,159 | - | - | 1,159 | 1,312 |
| **Incoming resources from charitable activities** | | S04 | 9,150 | 1,850 | - | 11,000 | 12,691 |
| **Other incoming resources** | | S05 | 36,318 | | - | 36,318 | 54,608 |
| ***Total incoming resources*** | | S06 | 102,069 | 47,796 | - | 149,865 | 161,427 |
| **Resources expended (Notes 4-8)** | | | | | | | |
| **Costs of Generating Funds** | | | - | - | - | - | - |
| Costs of generating voluntary income | | S07 | 104,904 | - | - | 104,904 | 146,359 |
| Fundraising trading costs | | S08 | 2,636 | 6,813 | - | 9,449 | 12,379 |
| Investment management costs | | S09 | - | - | - | - | - |
| **Charitable activities** | | S10 | 750 | - | - | 750 | 660 |
| **Governance costs** | | S11 | - | - | - | - | - |
| **Other resources expended** | | S12 | 8 | - | - | 8 | - |
| ***Total resources expended*** | | S13 | 108,298 | 6,813 | - | 115,111 | 159,398 |
| ***Net incoming/(outgoing) resources before transfers*** | | S14 | - 6,229 | 40,983 | - | 34,754 | 2,029 |
| **Gross transfers between funds** | | S15 | - | - | - | - | - |
| ***Net incoming/(outgoing) resources before other recognised gains/(losses)*** | | S16 | - 6,229 | 40,983 | - | 34,754 | 2,029 |
| **Other recognised gains/(losses)** | | | | | | | |
| Gains and losses on revaluation of fixed assets for the charity s own use | | S17 | 1,202 | - | - | 1,202 | 2,746 |
| Gains and losses on investment assets | | S18 | - | - | - | - | - |
| ***Net movement in funds*** | | S19 | - 5,027 | 40,983 | - | 35,956 | 4,775 |
| **Total funds brought forward** | | S20 | - | - | - | 152,827 | 148,052 |
| ***Total funds carried forward*** | | S21 | - 5,027 | 40,983 | - | 188,783 | 152,827 |

## Section B Balance sheet

| | Note | Unrestricted funds £ | Restricted income funds £ | Endowment funds £ | Total this year £ | Total last year £ |
|---|---|---|---|---|---|---|
| | | F01 | F02 | F03 | F04 | F05 |
| **Fixed assets** | | | | | | |
| **Tangible assets (Note 9)** | B01 | 10,401 | - | - | 10,401 | 10,401 |
| | B02 | - | - | - | - | - |
| **Investments (Note 10)** | B03 | 18,611 | - | - | 18,611 | 17,409 |
| ***Total fixed assets*** | B04 | 29,012 | - | - | 29,012 | 27,810 |
| **Current assets** | | | | | | |
| **Stock and work in progress** | B05 | - | - | - | - | - |
| **Debtors (Note 11)** | B06 | 408 | 342 | - | 750 | 6,730 |
| **(Short term) investments** | B07 | 22,965 | 129,089 | | 152,054 | - |
| **Cash at bank and in hand** | B08 | 9,071 | - | - | 9,071 | 121,834 |
| ***Total current assets*** | B09 | 32,444 | 129,431 | - | 161,875 | 128,564 |
| **Creditors: amounts falling due within one year (Note 12)** | B10 | 2,104 | - | - | 2,104 | 3,547 |
| ***Net current assets/(liabilities)*** | B11 | 30,340 | 129,431 | - | 159,771 | 125,017 |
| ***Total assets less current liabilities*** | B12 | 59,352 | 129,431 | - | 188,783 | 152,827 |
| **Creditors: amounts falling due after one year (Note 12)** | B13 | - | - | - | - | - |
| **Provisions for liabilities and charges** | B14 | - | - | - | - | - |
| ***Net assets*** | B15 | 59,352 | 129,431 | - | 188,783 | 152,827 |
| **Funds of the Charity** | | | | | | |
| **Unrestricted funds** | B16 | 58,119 | | | 58,119 | 63,146 |
| | B17 | | | | - | |
| **Restricted income funds (Note 13)** | B18 | 130,664 | | | 130,664 | 89,680 |
| **Endowment funds (Note 13)** | B19 | | | | - | - |
| ***Total funds*** | B20 | 188,783 | - | - | 188,783 | 152,826 |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|---|---|
| | R M PALMER | |
| | | |

## Section C — Notes to the accounts

Note 1 **Basis of preparation**

***This section should be completed by all charities*.**

### 1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

Accounting and Reporting by Charities Statement of Recommended Practice (SORP 2005);

| | | |
|---|---|---|
| and with* | ✓ | Accounting Standards; |
| or | | Financial Reporting Standards for Smaller Enterprises (FRSSE); |

and with the Charities Act.

[** except for the following].

***Give details in this box if a different standard has been followed.***

* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick Accounting Standards ;
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick Financial Reporting Standards for Smaller Enterprises (FRSSE) .

** - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

### 1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

***Give details in this box of any material changes that have been made.***

§ if no changes have been made to accounting policies then delete these words.

### 1.3 Changes to previous accounts

No changes have been made to accounts for previous years (§§ except for the following).

***Give details in this box of any material changes that have been made.***

§§ if no changes have been made to accounts for previous periods then delete these words.

| Section C | Notes to the accounts | (cont) |
|---|---|---|

**Note 2** **Accounting policies**

***This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.***

## INCOMING RESOURCES

| | |
|---|---|
| **Recognition of incoming resources** | These are included in the Statement of Financial Activities (SoFA) when:<br>• the charity becomes entitled to the resources;<br>• the trustees are virtually certain they will receive the resources; and<br>• the monetary value can be measured with sufficient reliability. |
| **Incoming resources with related expenditure** | Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA. |
| **Grants and donations** | Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources. |
| **Tax reclaims on donations and gifts** | Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate. |
| **Contractual income and performance related grants** | This is only included in the SoFA once the related goods or services have been delivered. |
| **Gifts in kind** | Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.<br>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.<br>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable. |
| **Donated services and facilities** | These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received. |
| **Volunteer help** | The value of any voluntary help received is not included in the accounts but is described in the trustees  annual report. |
| **Investment income** | This is included in the accounts when receivable. |
| **Investment gains and losses** | This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

## EXPENDITURE AND LIABILITIES

| | |
|---|---|
| **Liability recognition** | Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. |
| **Governance costs** | Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters. |
| **Grants with performance conditions** | Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output. |
| **Grants payable without performance conditions** | These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity. |
| **Support Costs** | Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage. |

## ASSETS

| | |
|---|---|
| **Tangible fixed assets for use by charity** | These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt. |
| **Investments** | Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value. |
| **Stocks and work in progress** | These are valued at the lower of cost or market value. |

| | |
|---|---|
| **POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE** | |

## Section C — Notes to the accounts (cont)

### Note 3 — Analysis of incoming resources

***Incoming resources may be further analysed if this would help the reader of the accounts.***

| | Analysis | This year £ | Last year £ |
|---|---|---|---|
| **Voluntary income** | Gift Aid Donations | 34,351 | 30,158 |
| | Non-Gift Aid Donations | 3,562 | 8,385 |
| | Collections | 2,320 | 6,170 |
| | Legacies | 10,000 | 6,000 |
| | Gift Aid | 9,720 | 12,671 |
| | Donations , Appeals | 41,435 | 10,390 |
| | **Total** | 101,388 | 73,774 |
| **Activities for generating funds** | Organ Appeal Fund Raising | 1,850 | 5,166 |
| | Other Fund Raising | 9,150 | 26,547 |
| | | - | - |
| | | - | - |
| | | - | - |
| | **Total** | 11,000 | 31,713 |
| **Investment income** | CCLA Deposit Account | 1,159 | 1,312 |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | **Total** | 1,159 | 1,312 |
| **Incoming resources from charitable activities** | Church Hall Hiring | 9,675 | 26,240 |
| | Meeting Room Hire | 339 | - |
| | Magazine | 257 | - 22 |
| | Rental Income | 21,267 | 21,147 |
| | Other | 632 | 20 |
| | Parochial Fees | 4,148 | 7,243 |
| | **Total** | 36,318 | 54,628 |

| Section C | Notes to the accounts | (cont) |
|---|---|---|

## Note 4 Analysis of resources expended

**Resources expended may be further analysed if this would help the reader of the accounts.**

| | Analysis | This year £ | Last year £ |
|---|---|---|---|
| **Costs of generating voluntary income** | Charitable Giving | | |
| | Printing Stationary & Magazine | 694 | 1,754 |
| | Ministy (Diocesan share + Other ministry) | 60,057 | 70,386 |
| | Church Running Costs | 29,309 | 54,105 |
| | Church Hall running Costs | 14,844 | 20,114 |
| | **Total** | 104,904 | 146,359 |
| **Fundraising trading costs** | Fund Raising Costs | 2,221 | 12,379 |
| | Organ Fund Deposit | 6,813 | - |
| | CCLA Adjustment | 416 | - |
| | Bank Charges | 7 | - |
| | | - | - |
| | **Total** | 9,457 | 12,379 |
| **Investment management costs** | | - | - |
| | | - | - |
| | | - | - |
| | **Total** | - | - |
| **Charitable activities** | Charitable Giving | 750 | 660 |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | **Total** | 750 | 660 |
| **Governance costs** | | - | - |
| | | - | - |
| | | - | - |
| | **Total** | - | - |

**Section C** **Notes to the accounts** **(cont)**

## Note 9 Tangible fixed assets

***Please complete this note if the charity has any tangible fixed assets***

### 9.1 Cost or valuation

| | Freehold land & buildings £ | Other land & buildings £ | Plant, machinery and motor vehicles £ | Fixtures, fittings and equipment £ | Payments on account and assets under construction £ | Total £ |
|---|---|---|---|---|---|---|
| Balance brought forward | 10,401 | - | - | - | - | 10,401 |
| Additions | - | - | - | - | - | - |
| Revaluations | - | - | - | - | - | - |
| Disposals | - | - | - | - | - | - |
| Transfers * | - | - | - | - | - | - |
| Balance carried forward | 10,401 | - | - | - | - | 10,401 |

### 9.2 Accumulated depreciation and impairment provisions

| | | | | | | |
|---|---|---|---|---|---|---|
| ****Basis** | SL or RB | SL or RB | SL or RB | SL or RB | SL or RB | |
| **** Rate** | | | | | | |
| Balance brought forward | - | - | - | - | - | - |
| Depreciation charge for year | - | - | - | - | - | - |
| Impairment provisions | - | - | - | - | - | - |
| Revaluations | - | - | - | - | - | - |
| Disposals | - | - | - | - | - | - |
| Transfers* | - | - | - | - | - | - |
| Balance carried forward | - | - | - | - | - | - |

### 9.3 Net book value

| | | | | | | |
|---|---|---|---|---|---|---|
| Brought forward | 10,401 | - | - | - | - | 10,401 |
| Carried forward | 10,401 | - | - | - | - | 10,401 |

### 9.4 Revaluation

***If any fixed assets have been revalued please give details of the valuer and method of valuation***

** The "transfers" row is for movements between fixed asset categories.*

*** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.*

| Section C | Notes to the accounts | (cont) |
|---|---|---|

**Note 10** **Investment assets**

***Please complete this note if the charity has any investment assets.***

**10.1 Fixed assets investments**

| | £ |
|---|---|
| Carrying (market) value at beginning of year | 17,409 |
| **Add:** additions to investments at cost | - |
| **Less:** disposals at carrying value | - |
| **Add/(deduct):** net gain/(loss) on revaluation | 1,202 |
| Carrying (market) value at end of year | 18,611 |

***Please provide below:***

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

| Analysis of investments | 10.2 Market value at year end £ | 10.3 Income from investments for the year £ |
|---|---|---|
| **Investment properties** | - | - |
| **Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes** | - | - |
| **Investments in subsidiary or connected undertakings and companies** | - | - |
| **Securities not listed on a recognised Stock Exchange** | - | - |
| **Cash held as part of the investment portfolio** | - | - |
| **Other investments** | 18,611 | - |
| **Total** | 18,611 | - |

**10.4 Material investment holdings**

**If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity s total investments) please provide details.**

| | |
|---|---|
| **Investment held** | |
| **Market Value** | |

| Section C | Notes to the accounts | (cont) |
|---|---|---|

## Note 11 Debtors and prepayments

***Please complete this note if the charity has any debtors or prepayments.***

| Analysis of debtors | Amounts falling due within one year | | Amounts falling due after more than one year | |
|---|---|---|---|---|
| | This year £ | Last year £ | This year £ | Last year £ |
| **Trade debtors** | - | - | - | - |
| **Amounts due from subsidiary and associated undertakings** | - | - | - | - |
| **Other debtors** | - | - | - | - |
| **Prepayments and accrued income** | 750 | 6,730 | - | - |
| **Total** | 750 | 6,730 | - | - |

## Note 12 Creditors and accruals

***Please complete this note if the charity has any creditors or accruals.***

**12.1 Analysis of creditors**

| | Amounts falling due within one year | | Amounts falling due after more than one year | |
|---|---|---|---|---|
| | This year £ | Last year £ | This year £ | Last year £ |
| **Loans and overdrafts** | - | - | - | - |
| **Trade creditors** | - | 1,438 | - | - |
| **Amounts due to subsidiary and associated undertakings** | 163 | - | - | - |
| **Other creditors** | - | - | - | - |
| **Accruals and deferred income** | 1,941 | 2,110 | - | - |
| **Total** | 2,104 | 3,548 | - | - |

### 12.2 Security over assets

***If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.***

## Note 13 Endowment and restricted income funds

***Please complete this section if the charity has any endowment or restricted income funds.***

### 13.1 Funds held

**Please give a brief description of any of the following type of funds held by the charity:**

- **permanent endowment funds (PE);**
- **expendable endowment funds (EE); and**
- **restricted income funds, including special trusts, of the charity (R).**

| Fund Name | Type PE, EE or R | Purpose and Restrictions |
|---|---|---|
| Organ | R | |
| Diamond | R | |
| | | |
| | | |
| | | |
| | | |

### 13.2 Movements of major funds

***Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.***

| Fund names | Fund balances brought forward £ | Incoming resources £ | Outgoing resources £ | Transfers £ | Gains and losses £ | Fund balances carried forward £ |
|---|---|---|---|---|---|---|
| Organ | 88,446 | 47,796 | - 6,813 | - | - | 129,429 |
| Diamond | 1,234 | - | - | - | - | 1,234 |
| | - | - | - | - | - | - |
| | - | - | - | - | - | - |
| | - | - | - | - | - | - |
| | - | - | - | - | - | - |
| **Total Funds** | 89,680 | 47,796 | - 6,813 | - | - | 130,663 |

### 13.3 Transfers between funds

***Please give details of any transfers between funds.***

| From Fund (Name) | To Fund (Name) | Reason | Amount |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |