

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW**

**Report of the Trustees and Unaudited Financial statements**

**for the Year Ended 31 December 2023**

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for the Year Ended 31 December 2023**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW

**Charity Information  
for the Year Ended 31 December 2023**

<b>GOVERNING DOCUMENT</b>	The method of appointment of Parochial Church Council (PCC) members is set out in the Church of England Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.
<b>CHARITY REGISTRATION NO:</b>	1138027
<b>CURRENT TRUSTEES:</b>	Michael Brown Derek Malcolm Linda Salt Sarah Webb
<b>PRINCIPAL ADDRESS FOR CORRESPONDENCE:</b>	All Saints Church, Weybourne Way, 98, Woodham Lane, New Haw, Addlestone, Surrey. KT15 3DH
<b>INDEPENDENT EXAMINER:</b>	Azets Audit Services

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW

## **Trustees' Annual Report for the Year Ended 31 December 2023**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

### **Charity constitution**

The PCC is a corporate body established by the Church of England, and it operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules. All who attend church services are encouraged to register on the Electoral Roll and stand for election to the PCC. Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM). Members elected to the PCC serve for 3 years. Three members represent the PCC on Woking Deanery Synod.

### **Appointment and selection method of New Trustees**

All members of the PCC are entitled to be trustees.

### **Organisation structure**

The PCC meets six times a year. In 2023, members were:

Revd Dr Keith Elford - Incumbent May 2023

Revd Jenny Phillips OLM

Ilana Hill – Churchwarden

Linda Salt – Churchwarden

Phil Bailey – Treasurer until April 2023

Mike Brown – Treasurer after April 2023

Nicky Boxer (co-opted)

Pam Bridger

Sue Farley

Maggie Guilfoyle – PCC Secretary until April 2023

Alison Mayger – PCC Secretary after April 2023

Val Hessey

Tina Hookham

Derek Malcolm

Jennifer Pratt

Pam Sales

Jean Samuel

Sarah Webb

Members also serve on the two sub-committees which meet in the non-PCC months. The Finance sub-committee considers income streams, stewardship, budgeting and salaries, as well as achieving value for money from spending on utilities. The Buildings sub-committee takes responsibility for maintaining the church buildings, fabric and grounds, including health and safety issues, and planning. Where there is a need for urgent decisions between meetings, the Standing Committee will convene and report back at the next PCC meeting. The Standing Committee comprises the incumbent, churchwardens, treasurer, buildings convenor and PCC secretary.

### **OBJECTIVES AND ACTIVITIES**

All Saints is the parish church for New Haw, committed to seeking and finding the God revealed in our Lord Jesus Christ in worship and service to the community.

The activities of the charity are in accordance with the general function of the council detailed in the Parochial Church Councils (Powers) Measure 1956.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW

## Trustees' Annual Report for the Year Ended 31 December 2023

### Public Benefit

The PCC has responsibilities for the church and halls complex and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

It is PCC policy to donate 10% of regular giving to our Mission Partners, as set out in the Financial Review below, and encourages speakers from these charities to attend services and report on their activities.

The PCC employs four people on a part-time basis as church cleaner, halls cleaner, administrator and facilities manager for hall hire. Most of the congregation volunteer to assist with church and community activities on a regular basis.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. The Trustees believe that the Charity is benefiting the public by supporting other charitable institutions as set out under its charitable objectives.

### Review of Achievements of the Charity during the year

The chief achievement of 2023 was moving from Interregnum to United Benefice by May. The new arrangement ensured continuity of our weekly service pattern, reduced parish share expense, and provided the opportunity to reassess our vision and strategy. The church's outreach activities continued through our café, Toddle Tots, Mothers Union, Men's Grub Club, fitness classes, quiz nights, May Fayre and participation at both the New Haw Midsummer Event and Christmas Market.

## FINANCIAL REVIEW

### Review of the events and performance

The Treasurer and members of the Finance Sub-committee of the PCC report a surplus of £2,714 this year (2022 £132,845). The balance of reserves at 31<sup>st</sup> December 2023 was £204,126, of which £150 is held as a restricted Vicar's discretionary fund, and £557 is designated for the Christmas charity collection, paid in January, and the Flower fund.

Income for the year was £134,855 of which £45,644 was donations (2022 £47,906). In addition, there were two one-off grants, £1,000 from the Diocese for heating costs and £4,453 from Surrey County Council for the replacement of lights with LEDs throughout the halls complex. Income from regular hall hirers increased by £8,490 to £58,454. Fundraising events raised £5,525 (2022 £3,568) and £8,570 was received for the mobile phone mast.

The expense of Parish Share reduced to £49,341 (2022 £138,613) as it was calculated for the new United Benefice structure with St John's West Byfleet, whereby All Saints has 0.4 of the Incumbent. We continued to donate 10% of regular giving, £3,946 (2022 £4,482), to our mission partners, Christian Aid, MedAir, Christians Against Poverty, The Turning Point Trust, Eikon and Solar Aid for Africa Afghanistan.

Major improvements to the halls complex cost £17,461 which included the following:

- Building repair and redecoration £7,980
- Lighting and electrical work £5,037
- Flooring £3,225
- Toilets £1,219

### Reserves Policy and Going Concern

It is the PCC policy to maintain a balance which equates to four months' unrestricted payments, such that the church can be sustained in the absence of any sources of income, or if an emergency should arise. It is also the PCC Policy to maintain for the coming year sufficient funds (either restricted or unrestricted) to carry out expected maintenance or short-term requirements of the church property.

**Trustees' Annual Report  
for the Year Ended 31 December 2023**

**PLANS FOR THE FUTURE**

The risk mitigation plans are in place for any drop in hall hire income, for example the sudden closure of the nursery at the end of 2023. The positive impact of the United Benefice arrangements, with shared opportunities and responsibilities, promotes enthusiasm for the future.

**Commentary on Accounts**

The Trustees are satisfied with the performance of the Trust, the results for the year and the situation at the year end.

**Trustees**

No payment has been made to the Trustees during the year for expenses nor remuneration.

Trustee: Linda Salt ..... Date: .....

**Independent Examiner's Report**

**Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of All Saints', New Haw**

I report to the charity trustees on my examination of the financial statement of The Parochial Church Council of the Ecclesiastical Parish All Saints', New Haw for the year ended 31 December 2023 which are set out on pages 6 to 11.

**Responsibilities and basis of report**

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

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

**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. The financial statements do not accord with those records; or

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

.....  
Debra Saunders, FCA, BSc (Hons)

**Azets Audit Services**

Ashcombe Court  
Woolsack Way  
Godalming  
Surrey, GU7 1LQ

Date: .....

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

					2023 £ Total	2022 £ Total
	Notes	Unrestricted	Restricted	Designated		
<b>Incoming resources</b>						
Donations and grants	1	50,674	-	423	51,097	50,138
Charitable activities	2	80,987	-	-	80,987	287,540
Investment income	3	2,771	-	-	2,771	676
<b>Total incoming resources</b>		<b>134,432</b>	<b>-</b>	<b>423</b>	<b>134,855</b>	<b>338,354</b>
<b>Resources expended</b>						
Raising funds	4	754	-	-	754	758
Charitable activities	5	119,756	-	239	119,995	200,647
Governance and support costs	6	11,392	-	-	11,392	4,103
<b>Total resources expended</b>		<b>131,902</b>	<b>-</b>	<b>239</b>	<b>132,141</b>	<b>205,508</b>
Net income/(expenditure)		2,530	-	184	2,714	132,846
<b>Net movement in funds</b>						
Funds as at 1 January 2023		200,889	150	373	201,412	68,566
<b>Funds as at 31 December 2023</b>		<b>203,419</b>	<b>150</b>	<b>557</b>	<b>204,126</b>	<b>201,412</b>

All income and expenditure derive from continuing activities.



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALL SAINTS', NEW HAW

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities at 31 December 2023

	2023 £	2023 £	2022 £	2022 £
<b>Current assets</b>				
Cash at bank	204,226		201,712	
<b>Creditors: amounts falling due within one year</b>	100		300	
<b>Net assets</b>		<u>204,126</u>		<u>201,412</u>
<b>Funds</b>				
Unrestricted funds		203,419		200,889
Designated funds		557		373
Restricted funds		150		150
<b>Total funds</b>		<u>204,126</u>		<u>201,412</u>

The financial statements were approved by the Board of Trustees on .....  
and were signed on its behalf by:

.....  
Trustee: r

Date .....

## Notes to the accounts

### 1. Accounting policies

#### Charity information

The charity is an unincorporated in England and Wales with charity number 1138027. Its registered office is All Saints Church, Weybourne Way, 98, Woodham Lane, New Haw, Addlestone, Surrey KT15 3DH. The principle activity of the charity is to promote in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. All Saints PCC also has maintenance responsibilities for the Church and the halls complex.

The names of the trustees can be found on the legal and administrative information page.

The Charity meets the definition of a public benefit entity under FRS 102 SORP through its activities.

#### Accounting convention

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Practice.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Designated funds are the Christmas charity collection, paid in January of the following year, and the Flower Fund.

#### Income

All Income is recognised on receipt of the income.

#### Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor and the gift aid income has been received. Any gift aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

#### Expenditure

Liabilities are recognised as expenditure as soon as the payments have been made.

**Accounting policies (continued)**

Charitable costs relate to any costs incurred by the charity whilst working towards meeting its objectives.

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

The irrecoverable VAT is charged against the category of expenditure for which it was incurred.

**Cash and cash equivalents**

Cash and cash equivalents include cash at bank and in hand and other short-term liquid investments with original maturities of three months or less.

**Creditors**

The charity has creditors which are measured at settlement amount.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Notes to the accounts:**

**1. Donations**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Donations	45,644	48,295
Grants	5,453	1,843
	<b>51,097</b>	<b>50,138</b>

**2. Charitable activities**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Hall hire	58,454	49,966
Fundraising events	5,525	3,568
Other events	17,008	13,697
Sale of assets	-	220,309
	<b>80,987</b>	<b>287,540</b>

**3. Investment income**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Bank interest received	2,771	676
	<b>2,771</b>	<b>676</b>

**4. Raising funds**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Fundraising events	470	424
Regular church events	284	334
	<b>754</b>	<b>758</b>

**5. Charitable activities**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Donations to charities	4,354	5,058
Church activities	115,641	195,589
	<b>119,995</b>	<b>200,647</b>

**6. Governance and support costs**

	<b>Unrestricted 2023 £</b>	<b>Unrestricted 2022 £</b>
Management costs	320	188
Administration costs	11,072	3,915
	<b>11,392</b>	<b>4,103</b>

**7. Employees**

The average monthly number of employees during the year was:

<b>2023 Number £</b>	<b>2022 Number £</b>
<b>4</b>	<b>4</b>

**Notes to the accounts (continued):**

**Employment costs – wages and salaries**

<b>2023</b>	<b>2022</b>
<b>£</b>	<b>£</b>
<b>30,102</b>	<b>24,288</b>

There were no employees whose annual remuneration was more than £60,000.

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**8. Creditors**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Deposits held	100	300
	<b>100</b>	<b>300</b>