



# Trustees' Annual Report for the period

Period start date  
From 1 January 2021 To 31 December 2021

## Section A

### Reference and administration details

Charity name

The Parochial Church Council of the Ecclesiastical  
Parish Church of St Paul Woking

Other names charity is known by

Registered charity number (if any) 1139487

Charity's principal address

St Paul's Church, Oriental Road, Woking, Surrey

Postcode

GU21 5TJ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev'd N Hutchinson	PCC Chair		
2	Rev'd Susie Watson			
3	Mr R Dellner	Church Warden		Meeting of Parishioners
4	Mrs A Nearcou	Church Warden		Meeting of Parishioners
	Mr C Watts	Deanery Synod		
	Mrs C Young	Deanery Synod		
5	Mr P Williams			Church APCM
6	Mr T Sorenson			Church APCM
8	Mrs M Paton			Church APCM
9	Mr D Rainford			Church APCM
10	Mr P Banks			Church APCM
	Mrs B Robertson			Church APCM
11	Mr M Archer	Treasurer		PCC
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)



Name	Dates acted if not for whole year

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Parochial Church Council Powers Measure (1956) as amended and church representation rules
How the charity is constituted (eg. trust, association, company)	Religious trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed at the Annual Meeting of Parishioners and at the Annual Parochial Church Meeting elected by members of the church electoral role

#### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities



**Summary of the objects of the charity set out in its governing document**

Promoting in the Ecclesiastical Parish the whole mission of the church.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

St. Paul's PCC has the responsibility of co-operating with its Vicar, Rev Nick Hutchinson, Curate, Rev Susie Watson and Honorary Assistant Minister, Rev Richard Hay, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, Community Hall and premises at St.Paul's, Oriental Road, Woking. The Trustees have had due regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**



You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance



**Summary of the main achievements of the charity during the year**

**Church attendance**

Church attendance figures have been nearly impossible to calculate for 2021 due to the Covid 19 pandemic and subsequent restrictions. We have been joined by many people online via Facebook, Youtube and the church website. The average weekly attendance for 2021 was 40 (2020:35) in person (with an additional 150 online across multiple platforms and across a three-day post service period), of whom 8 (2020:10) were under 16 years old. These figures do not include special services such as Christmas, Easter, Baptisms etc. There were 66 (2020:70) Parishioners on the Electoral Roll in 2021, 34 of whom were resident in the Parish. Order Two Holy Communion service is at 9am on the 1st and 3rd Sundays of the month. The average attendance to this is 4.

**Review of the PCC Year**

Revd Nick Hutchinson has completed his fifth year at St Paul's. In that time, he has encouraged the Church to pray into every situation and to be thankful for all that God does in this place. We have seen many answers to prayer. A week of prayer and fasting took place in November which many found to be beneficial. As the church has emerged from pandemic restrictions (we returned to hybrid services on Palm Sunday 2021) there has been the usual ebb and flow of families and individuals, coming and going. A small number of our previous regular attendees have not returned in person, preferring for a variety of reasons to remain connected online only.

The big addition to our community witness in 2021 was that from March – September we hosted a vaccination centre and somewhere in the region of 50,000 jabs were administered. This was a partnership with a local pharmacy called Fastheal Pharmacy. It should be noted that the tireless efforts of Ros Banks and a huge team of volunteers made this possible.

The ministry of Rev Richard Hay, the Honorary Assistant Minister, continued to be greatly appreciated throughout the Parish and he has been a great support and encourager to everyone. Mrs Elmarie Illingworth continued with us as administrator. She has done an amazing job. Mrs Ros Banks continues as an administrator; whose primary responsibilities relate to hall hire and communications. Her efforts have greatly increased the revenue from hall hires, a much-needed income.

Susie Watson continued as our new Children's and Families minister. Susie is now ordained and is the curate of st Paul's (SSM).

All the staff were furloughed in 2021 to a greater or lesser degree with all being brought back on staff from September 2021.

MASCOT (Maybury And Sheerwater Community Trust), a Charity limited by guarantee, was established in 2011 to work with St. Michael's Church, Sheerwater to impact the needy Surrey communities of Maybury and Sheerwater. The work of the charity in Maybury is growing at Let's Talk which is an opportunity for those for whom English is a second language to rehearse everyday conversation and learn something of British culture. Another thought about reaching out to the group is to run cooking sessions as a social event. A Friendship Café has been running for some time. This took a break during periods of lockdown but restarted towards the end of the year. St Paul's Church, Woking



During the year, the PCC met 8 times (2020:6), excluding APCM and this includes extraordinary meetings and a half day of prayer. There was an average 90% (2020:90%) attendance. A Standing Committee group met 5 times (2020:6) in the year between PCC meetings to discuss issues and prepare for the PCC. This includes extraordinary meetings regarding lockdown decisions.

Various homegroups and ministries to the young and elderly continue and reports of these can be found in more detail throughout the report. They mostly met on Zoom.

### **Buildings**

Due to the pandemic and restrictions the church buildings were used predominantly as a vaccine centre from March-September. Regular hirers began to return from the beginning of October.



## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The PCC has a policy of reserves to the value of three months running costs of the church

**Details of any funds materially in deficit**

There are no funds in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

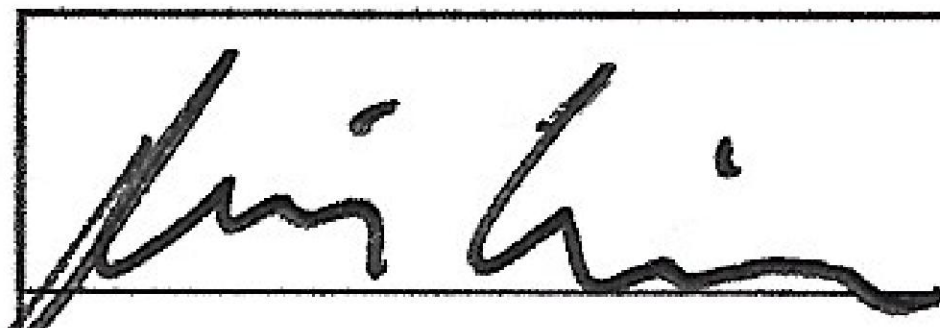
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

Rev Nicholas Paul Hutchinson

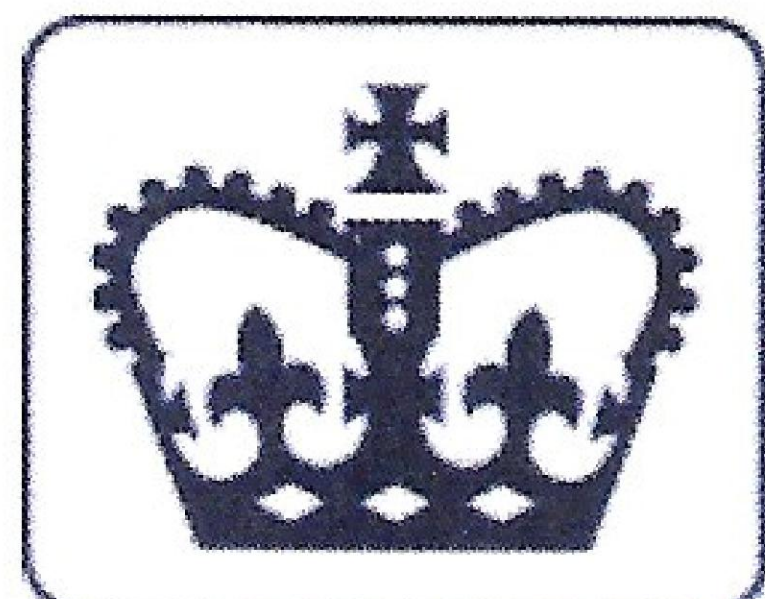
**Position (eg Secretary, Chair, etc)**

Chair

**Date**

MARCH 14 2022





**Section A**

**Independent Examiner's Report**

The Parochial Church  
Council of the  
Ecclesiastical Parish  
Church of St Paul Woking

The Parochial Church Council of the Ecclesiastical Parish Church of St Paul  
Woking

**On accounts for the year  
ended**

31 December 2021

**Charity no  
(if any)**

1139487

**Set out on pages**

3-4

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 31 December 2021.

**Responsibilities and  
basis of report**

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

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

**Independent  
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of  
the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

26 April 2022

**Name:**

PHILIP COURTNEY

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

30 LATCHMERE ROAD

KINGSTON . UPON . THAMES

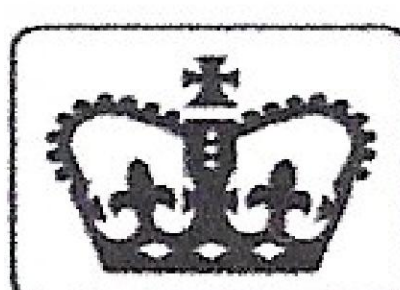
SURREY KT2 5TW



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Parochial Church Council of the Ecclesiastical  
Parish Church of St Paul Woking

1139487

CC16a

## Receipts and payments accounts

For the period  
from

01 January 2021

To

31 December 2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Regular giving from the congregation	68,537		-	68,537	64,873
Gift Aid	20,232		-	20,232	17,113
Flat rental	8,470		-	8,470	7,315
Hall hire	14,673		-	14,673	5,994
Other donations	1,971	366	-	2,337	6,837
Other income	2,630		-	2,630	2,944
<b>Sub total (Gross income for AR)</b>	<b>116,513</b>	<b>366</b>	<b>-</b>	<b>116,879</b>	<b>105,076</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>116,513</b>	<b>366</b>	<b>-</b>	<b>116,879</b>	<b>105,076</b>
<b>A3 Payments</b>					
Parish share	64,347			64,347	59,191
Staff costs	18,231			18,231	12,214
Mission donations	14,007	165		14,172	10,480
Building costs	3,014			3,014	2,576
Utility and insurance costs	11,139			11,139	8,564
Office and other costs	5,236	40		5,276	6,915
<b>Sub total</b>	<b>115,974</b>	<b>205</b>	<b>-</b>	<b>116,179</b>	<b>99,940</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>115,974</b>	<b>205</b>	<b>-</b>	<b>116,179</b>	<b>99,940</b>
<b>Net of receipts/(payments)</b>	<b>539</b>	<b>161</b>	<b>-</b>	<b>700</b>	<b>5,136</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,037	7,593	-	33,630	28,494
<b>Cash funds this year end</b>	<b>26,576</b>	<b>7,754</b>	<b>-</b>	<b>34,330</b>	<b>33,630</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank and in hand	26,576	7,754	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>26,576</b>	<b>7,754</b>	<b>-</b>

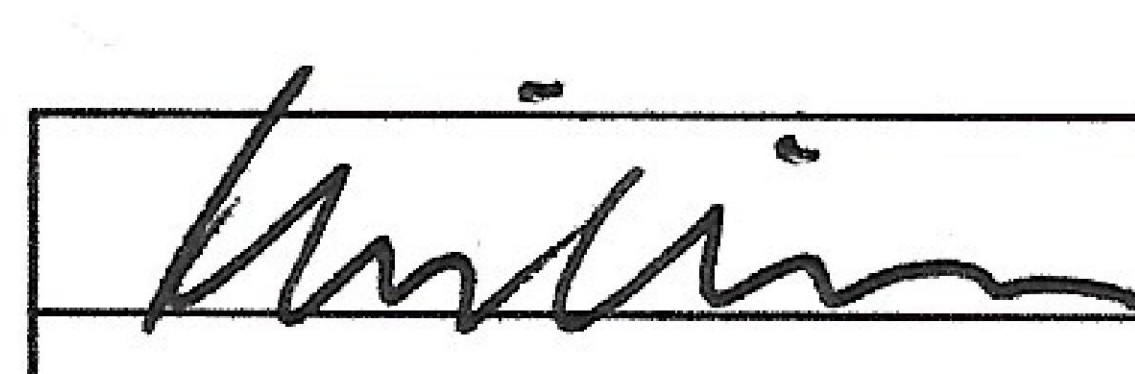
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	N. Hutchinson	14.3.22