

**St Nicholas' Church, Godstone**

**St Stephen's Church, South Godstone**

**St John's Church, Blindley Heath**

**ANNUAL REPORT  
and  
FINANCIAL STATEMENTS  
of the  
UNITED BENEFICE  
PAROCHIAL CHURCH  
COUNCIL**

**For the year ended 31<sup>st</sup> December 2020**

**INCUMBENT  
Revd Peter O'Connell  
The Rectory, 17 Ivy Mill Lane,  
Godstone, Surrey**

Registered Charity - 1143975

**ANNUAL REPORT**  
**THE BENEFICE AND PARISH OF GODSTONE & BLINDLEY HEATH**  
**For the year ended 31<sup>st</sup> December 2020**

The Parish Church of St Nicholas serving the community of Godstone.  
St Stephen's Church serving the community of South Godstone as a Parish Centre of Worship  
The Parish Church of St John serving the community of Blindley Heath

Parochial boundaries are compatible with the civic authority of Godstone Parish Council and within the Tandridge District Council responsible for East Surrey.

Correspondence addresses for the Benefice are:-

Incumbent	Revd Peter O'Connell The Rectory, 17 Ivy Mill Lane      Godstone, Surrey RH9 8NH
PCC Secretary:	Karen Jackson
Benefice Office:	<u>Email - <a href="mailto:benefice@godstone.net">benefice@godstone.net</a></u> Telephone 07428 348651

#### Benefice Structure and Organisation

As set out in the Pastoral Measure signed by the Bishop of Southwark on the 3 May 1997, the Benefice structure is as follows: An overall PCC is the legal entity for the three churches. This PCC has devolved its powers, as appropriate, for the running of the individual churches to an elected body known as a District Church Council (DCC). These councils are, however, responsible to the overall PCC. Each DCC and the PCC to form such sub-committees, and a standing committee, as are required for the smooth running of the particular church. The PCC membership is elected by the DCC members, themselves elected at the Annual General Meeting of each church.

#### Ministerial Co-operation

The PCC and each DCC is required, as stated in the Parochial Church Councils (Powers) Measure 1956, to co-operate with the Incumbent and the ministry team, in promoting in the Benefice and parish the whole ministry of the church, pastoral, evangelistic, social and ecumenical.

#### Members of the PCC and DCCs

These are as set out in the attached sheet.

## Church Electoral Rolls

Following the annual meetings in 2020 the Electoral Roll figures are as follows:

St Nicholas' Church	70
St Stephen's Church	16
St John's Church	16

## Mission Aims and Objectives

The following summarises our Mission Statement and these are to be achieved through church services, the occasional children's, youth and general outreach and the community involvement of the ministerial team and congregation members. Each church belongs to and serves its respective village.

### STATEMENT OF MISSION

We seek to fulfill Christ's challenging commandment that we love God and our fellow human beings as ourselves, through:

Commitment to the nurture of our spiritual life by:

- regular private prayer
- nurture of healing ministry
- being receptive to the Word of God
- sharing in corporate worship
- using opportunities to learn from each other
- an openness in worship, embracing both the formal and informal.

Being a Christian presence and engaging with our local and wider communities by:

- being a welcoming church family serving all ages within our community
- accepting and valuing the diverse gifts and traditions of others
- valuing opportunities for outreach, including recognizing the significance of our church school and aiming to ensure that our buildings are welcoming environments for use by others
- widespread and effective communication
- witnessing and sharing our faith
- being aware of opportunities for prayerful and practical responses to challenges in the community, world and church
- valuing opportunities for growth and being willing to embrace change.



# Activities in the Year

During the last year the three Churches of the Parish, St Nicholas' in Godstone, St Stephen's in South Godstone and St John's in Blindley Heath have continued with their primary function of providing a faith and worship centre in each community. This is in accordance with the traditional parochial and pastoral ministry of the Church of England.

However, due to the coronavirus pandemic, worship and other activities were severely curtailed from mid-March and throughout the rest of the year. Weddings and funerals bore significant impact and there were no study groups, junior church or social functions and very limited community events.

The churches celebrated major festivals and events such as Christmas, Christingle, Easter, Whitsun and harvest and remembrance day as best they could via on-line services with attendance at the churches subject to the restrictions in place at the time. For Christmas the choir and other parishioners recorded a service of 'Nine lessons and carols' which was made available on a CD.

From March an on-line service was streamed each week and once restrictions after the first lock down were eased services, where people could attend, were re-introduced at all three churches subject to the appropriate restrictions. The rector also streamed a daily evening prayer and organised an interesting series of talks by guest speakers on 'Why am I an Anglican' during lent

The involvement of clergy and parishioners with St Stephen's Church School as governors has continued although the school was unable to attend St Stephen's Church on the occasions when it would in any normal year.

Maintenance of our ancient but beautiful buildings is an important part of ministry and our ability just visibly to 'be' the church in each community is very relevant to people who live here. Although the building were not used very much in 2020, many people continued to play their part in the looking after of each church, notably in the cleaning and decoration and a sense of loving care is evident which is complemented by the welcome and friendly atmospheres which prevail.

All three churches were last subject to a Quinquennial Inspection during 2016. Although the reports confirmed that the churches remain in generally good condition some minor items requiring attention were identified. The next inspection will take place in 2021.

During the year a new floor was laid in the back rooms at St Stephen's but we still await progress on the building projects at St Nicholas and St John's.

We also continued to share our witness with Godstone Baptist Church, although very much curtailed, during 2020.

The link that was set up in 2016 with the parish of St John's in Rutendo in Zimbabwe continued throughout the year.

Although hardly used in 2020, the Youth Centre in Godstone, St Stephen's Jubilee Rooms and St John's Church Hall are available for church and non-church organisations in each village. They are much appreciated meeting places and it is hoped that most of the activities they are used for can recommence in 2021.

Socially we are normally an active Benefice but, other than a couple of village coffee mornings in

Godstone and South Godstone when restrictions allowed, none of our usual activities took place during the year:

We are grateful for the ministry and support provided by Revd Peter O'Connell and the assistance of our Assistant Priest, Revd Evelyn Randall during this particularly difficult year. In order for people to join in a weekly Sunday Service, and other types of service, services were live streamed from St Stephen's church via facebook or youtube and our thanks go to Caleb O'Connell for his technical input. During the year we welcomed Liz Windridge as a reader who is licensed to the Benefice. We also extend our thanks to the Churchwardens, officers and members of the DCC's and PCC who continued to work hard over the last year to ensure that we continued to promote God's Kingdom in this place.

We are optimistic about the coming year and, as restrictions start to lift, we are hoping that services will be able revert to something more normal and that many of our activities will be able to resume. It is hoped that some of the big projects to upgrade the facilities within St Nicholas and St John each building will come to fruition. We are hopeful of a good and progressive year and thank everyone for their faithful support.

We ask for God's blessing on us, and our work undertaken in his name.



## Finance Report

Net funds of the whole Benefice decreased by £10,936 prior to the revaluation of investments, however, the value of the investment portfolio also decreased by £1,347 following a decline in economic conditions due to the covid pandemic. This has resulted in an overall decrease in reserves of £12,177. The level of donations, which included £4,159 from the Friends of St Nicholas (registered charity no. 278948), showed an overall decrease. A grant of £1,000 was received from Ecclesiastical during the year which was shared between the three churches for their refurbishment works. The covid pandemic has had a severe impact on the amount of income received at all three churches. As well as the level of general giving and donations being reduced it was not possible for any weddings to take place or to hold fundraising events and the use of the churches facilities was substantially reduced.

The Forman's Fund is administered by St John's Church DCC and has received income of £113 in this capacity which will be paid out as donations.

Although two churches increased their pledges to the Diocesan Parish Support Fund for 2020 one church found it necessary to reduce theirs so across the Benefice there was an overall 1.3% decrease in this. All the churches continue to seek savings on their day-to-day running expenses and some costs fell due to the lower number of services. The level of external giving, which includes donations to both secular and non-secular charities, was much reduced, as for much of the year it was not possible to hold the monthly coffee mornings at either St Nicholas' (where all the money raised is used to support a number of charities, many of them local) or St Stephen's.

At Stephen's church it was found necessary to carry out some immediate repairs to the floor in the Jubilee rooms which meant using £5,000 from the investment fund and also deleted its general reserves by £4,000. The planned internal refurbishment at both St John's and St Nicholas has not yet commenced.

The last quinquennial inspections at each of the three churches were in 2016 and, although nothing major was identified, expenditure is still required on an ongoing basis to keep the churches in good order. The next inspection will be carried out in 2021.

Our net assets of £183,801 at the end of the year include investments of £85,078 which are funds restricted for use at St. Stephen's Church. The investments are currently held under the custody of the Diocese of Southwark but the responsibility for the management of all investments rest with the PCC as Trustees. Although there are cumulative cash balances of £103,899 across the Benefice cash flow continues to be a key concern with each church endeavouring to increase income from both donations and fund raising and to keep costs under control, both of which have been particularly difficult this year.

The covid pandemic has had a significant impact on the financial position of all three churches and this will continue into 2021.

Approved by the PCC on 27 May 2021 and signed on its behalf by



Revd Peter O'Connell (PCC Chairman)



Janet MacKinnon (PCC Treasurer)

# **UNITED BENEFICE PCC and DCC STRUCTURE at 31 December 2020**

**Chair:** Peter O'Connell

**Vice Chair:** Karen Jackson

**Co-opted Members**  
Revd Evelyn Randall

## **Church Wardens**

**St Nicholas**  
Louise Case  
Graham Millar

**St Stephens**  
Karen Jackson  
Vacant

**St Johns**  
Vacant  
Vacant

**Treasurer** Janet MacKinnon    **Secretary** Karen Jackson

## **ST NICHOLAS**

## **ST STEPHENS**

## **ST JOHNS**

### **Deanery Synod Members: also Ex-Officio DCC's**

Louise Case  
Vacant  
Vacant

Karen Jackson

Vacant

### **Elected Members from DCCs**

Ruth Shearing  
Margaret Shelley

Eileen Bourne  
Carol Cryer

Christine McPhail  
Patricia Rose

## **DISTRICT CHURCH COUNCILS**

**Rector**  
**Churchwardens**  
**Vice Chair**  
Lay: Louise Case  
**Treasurer**  
Margaret Dupre  
**Secretary**  
Alison McCormick

**Rector**  
**Churchwardens**  
**Vice Chair**  
Lay: Karen Jackson  
**Treasurer**  
Janet MacKinnon  
**Secretary**  
Karen Jackson

**Rector**  
**Churchwardens**  
**Vice Chair**  
Lay: Vacancy  
**Treasurer**  
Keith Rose  
**Secretary**  
Patricia Rose

Miranda Bass  
Felicity Gresser  
Di Grose  
Rita Hale  
Lyn Jones  
Ruth Shearing  
Margaret Shelley  
Jenny West  
Philippa Woods

Eileen Bourne  
Joyce Brown  
Carol Carey  
Elaine Childs  
Carol Cryer  
Janet MacKinnon  
Cathy Snell

Annabell Askew  
Pauline Ginner  
Christine McPhail  
Trevor Nightingale  
Joan Wall

Di Grose

**Electoral Roll Officers**  
Janet MacKinnon

Patricia Rose

Margaret Dupre

**Gift Aid Recorders**  
Janet MacKinnon

Keith Rose

**United Benefice of Godstone and Blindley Heath**  
**BALANCE SHEET**  
**as at 31 December 2020**

<u>2019</u>		<u>2020</u>
89,763	Investments	85,078
	Current Assets	
0	Debtors	1,738
<u>110,437</u>	Cash At Bank and In Hand	<u>103,899</u>
110,437		105,637
	Current Liabilities	
4,223	Creditors Due Within One Year	6,914
106,214	Net Current Assets	98,723
195,977	Total Assets less Current Liabilities	183,801
<u><u>195,977</u></u>	<b>NET ASSETS</b>	<u><u>183,801</u></u>
	<b>Represented by Funds</b>	
	Unrestricted Funds	
61,109	St Nicholas' funds	52,488
15,609	St Stephen's funds	10,574
28,808	St John's funds	31,226
<u>688</u>	United Benefice fund	<u>4,435</u>
<u>106,214</u>	Total Unrestricted funds	<u>98,723</u>
	Restricted Funds	
<u>89,763</u>	St Stephens investment account	<u>85,078</u>
<u>89,763</u>	Total restricted funds	<u>85,078</u>
<u><u>195,977</u></u>	<b>TOTAL FUNDS</b>	<u><u>183,801</u></u>

Approved by the PCC on 27 May 2021 and signed on its behalf by



Revd Peter O'Connell (PCC Chairman)



Janet MacKinnon (PCC Treasurer)



**United Benefice of Godstone and Blindley Heath**  
**Statement of Financial Activities**  
**For the year ended 31 December 2020**

2019		2020		
Total Funds		Unrestricted Funds	Restricted Funds	Total Funds
<b>Incoming resources</b>				
67,326	Donated income	53,124		53,124
0	Recurring grant	0		0
4,185	Investment income	411	1,556	1,967
29,543	Activities for generating funds	16,784		16,784
4,570	Non-Recurring Income	1,123		1,123
105,624	Total incoming resources	71,442	1,556	72,998
<b>Resources expended</b>				
38,460	Diocesan pledge	37,980		37,980
1,169	Clergy expenses	528		528
10,516	Assignment of fees	6,570		6,570
28,965	Church running expenses	19,385		19,385
0	Costs Related to Trading	0		0
6,765	Salaries and support costs	3,705		3,705
6,680	Management and administration	2,943		2,943
47,089	Major capital expenditure	9,977		9,977
8,722	Donations to charities	2,845		2,845
148,366	Total resources used	83,933	0	83,933
(42,742)	NET RESOURCES BEFORE TRANSFERS	(12,492)	1,556	(10,936)
0	Transfers between funds	5,000	(5,000)	0
(42,742)	NET INCOMING/OUTGOING RESOURCES	(7,492)	(3,444)	(10,936)
0	Gains and losses on sale of fixed assets	0	106	106
13,500	Revaluation of investments	0	(1,347)	(1,347)
(29,242)	NET MOVEMENT IN FUNDS	(7,492)	(4,685)	(12,177)
225,219	Fund balances at 1 January 2020	106,215	89,763	195,977
195,977	FUND BALANCES at 31 DECEMBER 2020	98,723	85,078	183,801

**United Benefice of Godstone and Blindley Heath**  
**Accounts for the year ending 31 December 2020**  
**Notes to the Accounts**

## **1. Accounting Policies**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

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 statement includes 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. Any balance remaining unspent at the end of each year must be carried forward as a balance on the fund.

*Unrestricted Funds* are general funds which can be used for PCC ordinary purposes.

There is one trust fund held for the churches which relates to St Stephen's. The capital of St Stephen's trust fund is restricted and can be applied for the maintenance of the church building. The dividends and interest from the fund are accumulated in a separate fund and is unrestricted.

### **Resources and Expenditure**

Planned giving, interest, collections, legacies and donations are recognized when received. Tax refunds submitted as annual claims are recognized in the year in which the claim is made.

The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

### **Fixed Assets**

Moveable church furnishings held by the rector and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Any furnishing or equipment used within the church premises of less than £5,000 is written off when acquired. The PCC has not acquired any asset in excess of £5,000 since moving from a receipts and payments basis.

Investments are valued at market value as at 31 December 2020.

## 2. Investments

	2020 £	2019 £
St Stephen – Trust fund (income)	758	4,203
St Stephen – Trust fund (capital)	<u>84,320</u>	<u>85,560</u>
	<u>85,078</u>	<u>89,763</u>

These are invested as follows:

M&G Charifund Accumulation Units	31,932	36,659
CBF Investment Fund Income shares	52,328	50,856
CBF Fixed Interest shares	0	654
CBF Deposit Account	<u>818</u>	<u>1,594</u>
	<u>85,078</u>	<u>89,763</u>

## 3. Debtors

	2020 £	2019 £
Sundry debtors	<u>1,738</u>	<u>0</u>
	<u>1,738</u>	<u>0</u>

## 4. Current Liabilities

	2020 £	2019 £
Assignment of fees	1,202	675
Accruals	4,052	2,923
Prepaid wedding and funeral fees	1,500	625
Other prepayments	<u>160</u>	<u>0</u>
	<u>6,914</u>	<u>4,223</u>

## 5. Unrestricted funds

St John's funds represent £21,578 in respect of the church, which includes funds for toilet facilities, the organ and the car park, and £9,648 in respect of the church hall.



## **6. Staff Costs**

The Benefice has one employee who is the parish administrator. Payments to individuals were made at two churches for organists and at one church for cleaning and grass cutting.

**Independent Examiner's Report  
To the United Benefice of Godstone and Blindley Heath PCC**

I report on the financial statements of the PCC for the year ended 31 December 2020 as set out on pages 1 to 12.

**Respective responsibilities of trustees and examiner**

The members of the PCC are responsible for the preparation of the financial statements. They 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 financial statements under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention

**Basis of independent examiner's report**

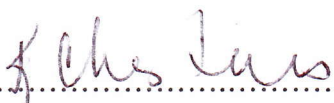
My examination was carried out in accordance with the General Directions given by the Charity Commissioners. My examination included a review of the accounting records kept by the PCC, covering St Nicholas' church, St Stephen's Church and St John's church, and a comparison of those accounts with the records. It also included considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to the matters set out on the next statement.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives 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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed: .....



Name: K Christmas  
Qualification: ACA  
Address: White Cottage  
The Enterdent  
Godstone  
Surrey RH9 8EG

Date: 28 March 2022