

**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 2021**

**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 2021**

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 on page 7.

## Church Electoral Rolls

Following the annual meetings in 2021 the Electoral Roll figures are as follows:

St Nicholas' Church	78
St Stephen's Church	15
St John's Church	18

## 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
- 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 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 continuing coronavirus pandemic, worship and other activities were again severely curtailed for the first half of the year. Weddings and funerals continued to be impacted and there were limited study groups, junior church and social functions or community events.

The churches celebrated major festivals and events such as Easter, Whitsun, harvest, remembrance day, Christingle and Christmas with the latter celebrations almost back to normal.

An on-line service continued to be streamed each week but normal services at all three churches resumed in the second half of the year subject to appropriate restrictions.

The involvement of clergy and parishioners with St Stephen's Church School as governors has continued although the school was not able to attend St Stephen's Church on all the occasions when it usually would but normality was resumed towards the end of the 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 buildings were not used as much in 2021 as would normally be the case, 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.

St Nicholas and St Stephen's were subject to a Quinquennial Inspection during 2021. The reports confirmed that the churches remain in generally good condition. Any urgent matters have already been dealt with and some minor items requiring attention in due course. The inspection for St John's will be carried out in 2022.

Little progress on the building projects at St Nicholas and St John's has been made in the last two years but it is hoped that these can now be moved forward subject to sufficient funds.

We also continued to share our witness with Godstone Baptist Church, although still much curtailed, during 2021.

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

Although still not used as much as usual in 2021, 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 that recommenced in the latter part of 2021 and will now continue into 2022.

Socially we are normally an active Benefice but these were limited in the year. Monthly Café Connect in Godstone and coffee mornings in South Godstone started again in the summer and there was a craft fair and a Christmas tree fair at St Nicholas. It is hoped that more activities will take place in 2022, including celebrations for the Queen's jubilee.

St Nicholas is grateful for the support of the Friends of St Nicholas which funds many of the fabric projects either directly or via donations.

We are grateful for the ministry and support provided by Revd Peter O'Connell and the assistance of our Assistant Priest, Revd Evelyn Randall, reader Liz Windridge and Wendy Hewitt from Hurst Green during this, again, difficult year. 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 are lifted. Services are much more like normal and many of our activities have resumed. 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 increased by £1,451 prior to the revaluation of investments, however, the value of the investment portfolio also increased by £12,079 following more positive economic conditions after the covid pandemic. This has resulted in an overall increase in reserves of £13,530. The level of donations, which included £10,174 from the Friends of St Nicholas (registered charity no. 278948), showed an overall increase. A grant of £5,000 was received from The Gold Bottle Trust (Hoare Trustees) during the year which was shared between ST Nicholas and St John for their refurbishment works. The covid pandemic continued to have a severe impact on the amount of income received at all three churches, particularly in the first half of the year when weddings and fundraising events were curtailed.

The Forman's Fund is administered by St John's Church DCC and has received income of £115 in this capacity which will be paid out as donations.

Only one of the churches increased its pledge to the Diocesan Parish Support Fund for 2021 but even so this resulted in an overall increase of 2% over the benefice. All the churches continue to seek savings on their day-to-day running expenses, even so these still increased during the year. The level of external giving, which includes donations to both secular and non-secular charities, increased after the reduced levels of 2020.

The planned internal refurbishment at both St John's and St Nicholas has not yet commenced but funds are continuing to be set aside.

Quinquennial inspections at St Nicholas and St Stephen were carried out in resulting in additional expenditure. The next inspection at St John's will be carried out in 2022.

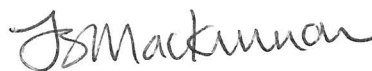
Our net assets of £197,331 at the end of the year include investments of £100,207 which are funds restricted for use at St. Stephen's Church. The investments are currently held under the custody of the Diocese of Southwark but the responsibility for the management of all investments rest with the PCC as Trustees. Although there are cumulative cash balances of £107,811 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 continued to have a significant impact on the financial position of all three churches in 2021 but it is hoped things will improve in 2022.

Approved by the PCC on 3 October 2022 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 2021**

**Chair:** Peter O'Connell

**Vice Chair:** Karen Jackson

## **Co-opted Members**

Revd Evelyn Randall

Liz Windridge

## **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**

Margaret Shelley  
Vacant

Eileen Bourne  
Carol Cryer

Christine McPhail  
Patricia Rose

## **DISTRICT CHURCH COUNCILS**

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

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

**Rector**  
**Churchwardens**  
**Vice Chair**  
Lay: Vacant  
**Treasurer**  
Vacant  
**Secretary**  
Patricia Rose

Miranda Bass  
Jenny Bull  
Di Grose  
Rita Hale  
Lyn Jones  
Margaret Shelley  
Jenny West  
Philippa Woods

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

Annabell Askew  
Ann Bell  
Pauline Ginner  
Christine McPhail  
Trevor Nightingale  
Joan Wall

Di Grose

**Electoral Roll Officers**  
Janet MacKinnon

Patricia Rose

Vacant

**Gift Aid Recorders**  
Janet MacKinnon

Vacant

**United Benefice of Godstone and Blindley Heath**

**Full BALANCE SHEET  
as at 31 December 2021**

<u>2020</u>		<u>2021</u>
85,078	Investments	100,207
	Current Assets	
1,738	Debtors	1,588
103,899	Cash At Bank and In Hand	107,811
<u>105,637</u>		<u>109,399</u>
	Current Liabilities	
6,914	Creditors Due Within One Year	12,275
98,723	Net Current Assets	97,124
183,801	Total Assets less Current Liabilities	197,331
<u><b>183,801</b></u>	<b>NET ASSETS</b>	<u><b>197,331</b></u>
<b>Represented by Funds</b>		
Unrestricted Funds		
52,488	St Nicholas' funds	44,023
10,574	St Stephen's funds	9,425
31,226	St John's funds	34,610
4,435	United Benefice funds	9,066
<u>98,723</u>	Total Unrestricted funds	<u>97,124</u>
Restricted Funds		
85,078	St Stephens investment account	100,207
<u>85,078</u>	Total restricted funds	<u>100,207</u>
<u><b>183,801</b></u>	<b>TOTAL FUNDS</b>	<u><b>197,331</b></u>

Approved by the PCC on 3 October 2022 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 2021**

2020		2021		
Total Funds		Unrestricted Funds	Restricted Funds	Total Funds
<b>Incoming resources</b>				
53,124	Donated income	62,370		62,370
0	Recurring grant	0		0
1,967	Investment income	158	3,050	3,208
16,784	Activities for generating funds	23,596		23,596
1,123	Non-Recurring Income	5,100		5,100
<u>72,998</u>	Total incoming resources	<u>91,224</u>	<u>3,050</u>	<u>94,274</u>
<b>Resources expended</b>				
37,980	Diocesan pledge	38,745		38,745
528	Clergy expenses	376		376
6,570	Assignment of fees	11,183		11,183
19,385	Church running expenses	27,487		27,487
0	Costs Related to Trading	0		0
3,705	Salaries and support costs	4,420		4,420
2,943	Management and administration	2,147		2,147
9,977	Major capital expenditure	3,600		3,600
2,845	Donations to charities	4,865		4,865
<u>83,933</u>	Total resources used	<u>92,823</u>	<u>0</u>	<u>92,823</u>
(10,935)	NET RESOURCES BEFORE TRANSFERS	(1,599)	3,050	1,451
0	Transfers between funds	0	0	0
(10,935)	NET INCOMING/OUTGOING RESOURCES	(1,599)	3,050	1,451
106	Gains and losses on sale of fixed assets	0	0	0
(1,347)	Revaluation of investments	0	12,079	12,079
(12,176)	NET MOVEMENT IN FUNDS	(1,599)	15,129	13,530
195,977	Fund balances at 1 January 2021	98,723	85,078	183,801
<b>183,801</b>	<b>FUND BALANCES at 31 DECEMBER 2021</b>	<u><b>97,124</b></u>	<u><b>100,207</b></u>	<u><b>197,331</b></u>

**United Benefice of Godstone and Blindley Heath**  
**Accounts for the year ending 31 December 2021**  
**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 2021.

## 2. Investments

	2021 £	2020 £
St Stephen – Trust fund (income)	5,315	758
St Stephen – Trust fund (capital)	<u>94,892</u>	<u>84,320</u>
	<u>100,207</u>	<u>89,763</u>

These are invested as follows:

M&G Charifund Accumulation Units	38,016	31,952
CBF Investment Fund Income shares	59,852	52,328
CBF Deposit Account	<u>2,339</u>	<u>818</u>
	<u>100,207</u>	<u>89,763</u>

## 3. Debtors

	2021 £	2020 £
Sundry debtors	<u>1,588</u>	<u>1,738</u>
	<u>1,588</u>	<u>1,738</u>

## 4. Current Liabilities

	2021 £	2020 £
Assignment of fees	7,243	1,202
Accruals	3,692	4,052
Prepaid wedding and funeral fees	1,150	1,500
Other prepayments	<u>190</u>	<u>160</u>
	<u>12,275</u>	<u>6,914</u>

## **5. Unrestricted funds**

St Nicholas' funds include £6,146 set aside towards new hospitality facilities.

St John's funds represent £23,950 in respect of the church, which includes funds for toilet facilities, the organ and the car park, and £10,210 in respect of the church hall.

St Stephen's funds include £213 carried forwards in respect of the defibrillator.

## **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.

**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 2021 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:

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

Date: October 2022