THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST WEST BYFLEET

England & Wales · Charity number 1149648

Details

Other names	WEST BYFLEET PCC
Status	Registered
Legal form	Previously excepted
Registered	2012-11-07
Register	View on the Charity Commission register

Contact

Address	St. Johns Church Camphill Road West Byfleet KT14 6EH
Phone	01932342629
Website	www.stjohnswestbyfleet.org.uk

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. John's.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Surrey

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Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£170,528	£166,096	-	-
2024-12-31	£150,201	£151,800	-	-
2023-12-31	£142,597	£151,017	-	-
2022-12-31	£126,471	£139,092	-	-
2021-12-31	£123,414	£131,481	-	-

Trustees

Name	Role	Appointed
AMANDA LORRAINE HODSON		2012-11-05
Angela Mary Dedman		2019-04-14
Christine Clare Adamson RN RM Msc		2022-05-29
David Randolph Roberts		2024-04-28
Fiona Mary Johnson		2026-04-19
Grace Alicia Gray		2021-05-16
Hugh Jones		2026-03-09
Jennifer Mary Blamey		2015-04-26
Louisa Victoria Cameron Morgan		2024-04-28
Neil Humphrey Hatton		2023-07-10
ROSALIND ANTONIA CYPHUS		2012-11-05
Rev Keith Anthony Elford		2021-02-01
Richard Stanley Cartledge		2022-05-29
Susan Frances Hatton Mrs		2025-05-11

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST W

England & Wales - Charity number 1149648

Accounts

THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST
WEST BYFLEET

REPORT AND ACCOUNTS
FOR THE YEAR
1st JANUARY 2025 TO 31st DECEMBER 2025

Registered Charity number 1149648

Trustees Annual Report
2025 Report and Accounts for the Parochial Church Council of St. John the Baptist Church, West Byfleet

Aim and Purpose
St. John's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Keith Elford, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibilities for the Church and Cornerstone Centre and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the PCC has achieved this are provided in this report. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

Objectives and activities
Our purpose is to 'Walk the Way of Life in Christ': living in God's abundance, centred on Christ and living that life in and for the world. We understand the world to be the arena of God's creative and redeeming activity.

As a moderately catholic, broad church, Church of England parish:
We value order, ritual, choral singing and, especially, the Eucharist, in our worship and the Word of God; that is, learning and preaching. We understand ourselves to be on a journey with the Holy Spirit through history in which truth is continually being revealed.
We are critical as well as faithful and we aim to be open to the world and its concerns and wisdom, and generous and compassionate in our outlook.

We aim to:
Welcome all-comers, help people find their way in.
Serve our parish, that is, its individuals and families and the common good.
Celebrate all that God gives us as a church and wider community.
Grow as a community of faith and love.
Engage with the world and its issues.
Share our faith in Christ

To facilitate all of this it is of course important that we maintain the fabric of the Church of St. John's and the Cornerstone Centre.

Achievements and Performance
A perspective from the Vicar.

Early in 2025 we agreed a Church Development Plan (CDP) for 2025-26 for St John's and a Benefice Development Plan for our two parishes acting together. The CDP for St John's was approved by the PCC in March 2025 and is an extension of the strategy adopted by the PCC in 2022.

The CDP covers a number of specific objectives but its principal concern is to 'strengthen the core'. The idea is that by increasing the number of those offering spiritual leadership and service we are better equipped to reach those on the edge of, or altogether outside our church life.
In particular then, we set out to:

- Identify and work with those seeking vocations/potential leaders
- Set up regular learning/ small group activity for congregation members

In September we launched a programme entitled 'What is God calling you to?' This gathered people with a desire to deepen their discipleship or to consider what vocation God might have for them. An initial meeting was followed by a mentoring programme for individuals. This is a programme which will reveal its benefits over time but already a number of individuals have begun to take on new responsibilities.

The Benefice Development Plan focused on the development of a coordinated strategy for families and children. We also committed to maximise our coordination and use to our mutual benefit the resources available in both churches.

One of the joint projects has been the establishment of a shared 'Open the Book' team which takes assemblies (telling Bible stories dramatically) in three of the four primary schools in the two parishes. Launched in the summer term of 2025 we have since developed a pattern of doing two assemblies twice a term in each school. These assemblies have proved very popular.

We continue to hold at least one benefice service per term and these have been well-attended in both churches.

We have also continued to work closely with our partners in Churches Together on Lent Groups, Holy Week and Easter services and on Advent Groups.

In June Revd Jean Robinson moved away from the area and later in the year Revd Clive Kirk announced his intention of relinquishing his permission to officiate in January 2026. This means that we have only one priest in the parish. We made an application as a benefice for a curate (to join us in 2026) but we were not successful. As a result we resolved (with the support of the Bishop) to appoint an associate priest on a house for duty basis, using the West Byfleet vicarage. Unfortunately the initial round of advertising did not result in an application.

We have for some time wished to ensure the future of the junior choir by adding to the paid staff in the music department: Director of Music Ian Church formed and led the junior choir on a voluntary basis. After discussion we decided to seek a new DoM with Ian concentrating on organ playing and directing the junior choir. We have had two rounds of advertising but on both occasions the preferred candidate did not accept the job offered.

The life of St John's is sustained by its wardens, PCC, ministers, officers, verger, teams and many volunteers. We are grateful for their dedicated work. At the end of the year our treasurer, John Dedman, announced his intention to retire from the role. We are most grateful to him for many years of exemplary and vital service.

Worship and Prayer

The Parochial Church Council (PCC), in partnership with the Vicar and Ministry Team, endeavours to offer services of worship which are open to all, and which enable everyone attending to enter into, and express, worship as fully as possible.

Over the year we have had congregations of between 60 and 70 or more at the Sunday 10.00am Eucharist, around 7-10 at most Sunday 8.00am Eucharists (an increase on the year before), and between 4-5 at the Wednesday Eucharist (a decrease on recent years). The Sunday 8.00am service shows signs of being an interesting area of growth!

Our pattern continues to centre on eucharistic worship, with all Sunday 10.00am services eucharistic, with the exception of Remembrance and Mothering Sunday which are designated 'Community' services. Sunday mornings on the third Sunday of the month are designated 'Family Eucharists' with a standard eucharistic structure combined with content more suitable for families and children. The junior choir helps to lead the liturgy

as well as the singing at these services. Family eucharists are frequently also baptisms. Increasingly we are finding that baptism families continue to come to services at St John's after the baptisms have taken place.

We offer regular, termly services for families and children on Sunday afternoons at 4.00pm, combined with tea. There is now a well-established pattern one of these services per 'term'. These are well supported by Guides, Brownies and Rainbows.

We continue to offer evensong or services of music and readings once a month. 'Talk, Think, Pray' continues to provide an opportunity for those of an enquiring disposition on third Sundays evenings of the month.

Morning prayer takes place on Mondays at 9.30 am and is shared with Our Lady RC Church every second Monday of the month.

We continue to be grateful to our ministers, to our skilled and dedicated musicians and singers and to our servers, readers and intercessors, for sustaining and greatly enriching our worshipping life.

Pastoral Care
The Pastoral Team continues to serve the parish by being available to the congregation and others in the community and is made up of three trained Pastoral Assistants, one trained Pastoral Visitor, an LLM and a couple of extremely hard-working members of the congregation who we rely on for support. We also offer support to one trained Pastoral Assistant from our sister church at New Haw.

We continue to offer a monthly Communion Service to three Care Homes in the Parish - West Hall, Charrington Manor and Oakcroft- and to those of our congregation who are unable to get to church.

One of our Pastoral Assistants continues to look after the Baptism preparation and this has led to an increase in the number of young families attending church on a more regular basis.

A member of the team is available in the Prayer Corner after each Sunday morning service to offer prayer or just to listen and this is used regularly by members of the congregation who appreciate this private space.

The Team is getting older! It would be lovely to find others who felt able to join us in this very rewarding ministry. We could do so much more.
We try to meet regularly to support each other and to review our work together.

All Pastoral Assistants and those assisting them are fully up to date with all necessary Safeguarding Training.

Mission and Evangelism
We aim to be clear and intentional in reaching out to the parish with the Good News of Jesus Christ.

Besides our regular worship, extra people came to St John's for such occasions as baptisms and funerals. Attendance at Remembrance and Christmas services was excellent and up on 2024. The Summer and Christmas Fairs and the Christmas Tree Festival attracted large numbers of visitors. Regular activities such as Baby and Toddler Group, Pain Support Group and New Horizons (a social group for the over 55s) continue to meet and enjoy good attendances. Communication with the wider community continues to be critical. This is enacted through on-site signage, our website and Facebook page and the delivery of a Christmas leaflet to every home in the parish.

We are pleased that we continue to see more families and children and even single young men at our Sunday 10.00am service. It seems there may well be something in the claim made by the Bible Society that we are seeing a 'quiet revival' among the young.

We are exploring where we can add more explicitly spiritual content to our regular activities in the hope of building the basis of mini congregations – the Community Fridge is an obvious candidate.

Voluntary Work at St. John's

This year has been another challenging one and the church would not have been able to continue in its ministry without the dedication of members of the congregation giving their time freely and with love. The PCC would like to thank all the volunteers who work so hard to make our church lively and vibrant, and to name people individually would be impossible. However, the volunteers cover all aspects of church life from the Spiritual to the practical – recording services, welcoming, cleaning, flowers, Junior Choir Assistants, catering, buildings maintenance and social teams to name a few. In addition to the benefit to the church, everyone who takes part in these activities has a sense of belonging and achievement.

'Volunteers' is an accepted term. However, it is helpful to note that in Christian churches, unpaid work is frequently an act of loving service and, at St John's, supports our desire to welcome, worship and serve.

Church Centre Complex

Churchwarden's report on the Church Building and Fabric

The exterior and interior of the Church have continued to be maintained in very good order during 2025. This has been due, in no small part, to the continued commitment and skill of volunteers, such as Terry and Hazel Craig, David Roberts and the Cleaning Team. Our sincere thanks go to these individuals who continue to give freely of their time, energy and expertise. Their dedication and expertise significantly reduce our reliance on external contractors and also ensures any work is carried out to a very high standard, with the appropriate governance.

Beautiful floral arrangements have filled the Church each week, and we remain indebted to the team for their creative skills and time during the last year under the leadership of Angie Dedman.

We are also very grateful for the renewed commitment and additional volunteers from our Sides people team and Coffee team, who ensure that the Church is a welcoming place for visitors and regular members of the congregation.

The church grounds have continued to be regularly maintained to a good standard. County Garden Services, now managed by Andrew and Steven, have continued to keep the lawns in good order free of charge. Plus, the Eco Team have been very active, with wildflower planting and bee hotels. Our Church grounds offer a sanctuary of outdoor space for any in the community, which would not be possible without these contributions.

In late 2024 we had our Quinquennial inspection, carried out by our new architect, Daniel Burton. Reassuringly, there were no critical items, and we are pleased to share that most non-critical items were actioned in 2025, leaving us in a good place for future years.

The management support team continued to meet in 2025 to discuss and action the day-to-day operational items for the Church and Cornerstone building, reporting back to PCC. The team for 2025 consisted of Terry and Hazel Craig, Dave Roberts, Jo Pritchard and the Churchwardens. There is usually a long list of items which are covered in these meetings, ranging from boiler repairs and leaking roofs to policy and preparing for larger

services. The group work together well and it is undoubtedly a success story in improving how we manage the maintenance of our buildings. Thank you to the team for your ongoing support.

Cornerstone Centre
The Cornerstone Centre income increased versus prior year and was circa £2,000 above budget which was welcome news.
The Langsmead room has been let in late 2025, after a long period of being empty. The tenant is Emerge, a local charity who support young people following a crisis in their lives. It is wonderful to not only let the Langsmead room for the income it brings to St Johns but also support a local charity doing good work in our community.

There are planned works for the Cornerstone Centre in 2026, as we look to improve the kitchen and bring it up to modern standards. This includes a new dishwasher and oven, funded through a legacy donation and a grant. Amanda and Jo are leading on this work, with timing to be determined so as not to interrupt our hall hirers, bookings and income.

Deanery Synod
St John's is entitled to 2 lay representatives on Woking Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Safeguarding
Safeguarding vulnerable adults and children
The PCC has complied with the duty under section 5 of the Safeguarding and Clergy
Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Culture
We have taken several steps this year to improve the awareness of safeguarding risks and that safeguarding is everyone's business.

- Revd Dr Keith Elford has preached about safeguarding on a couple of occasions: the 10 am joint benefice service on Nov 23rd had a Safeguarding focus.
- The PCC held a meeting solely on safeguarding on 25th November. Discussions included the risk of complacency - from "not an issue for us at St John's" to "we have ticked all the boxes on the Safeguarding Dashboard". The PCC was asked to consider specific actions that will better promote a safe, compassionate and healthy culture within the church.
- Regular meetings are to be held between the vicar, Health and Safety lead, PSO and DBS lead.
- All church groups to have an annual review looking at risk assessments, job descriptions, training, DBS requirements.
- Information on notice boards and via leaflets.

Training on Safeguarding
During the summer we discovered a gap in our training records. This gap was in part due to a failure in our internal processes to identify, notify and record training as well as a failure from the company that oversees the Dashboard to notify us of lapses in refreshing previously taken courses. An audit identified 34 people with a total of 63 overdue safeguarding courses

There was a big drive to complete all outstanding training which was achieved by January.
We are now 100% compliant with the training required for different roles. My thanks to all those involved.

Communication
A report on our Safeguarding activities is provided to all PCC meetings. The PCC has reviewed and adopted the House of Bishops' Safeguarding Policy together with the supporting safeguarding practice guidance and signed the Statement of Safeguarding Policy: this is displayed in the church and on our website. Our website and our notice boards include policies, contact details and information on keeping adults and children safe.

DBS breach
Our then DBS lead, Angie Dedman, was notified of a data breach by the company that was used for DBS validation checks, APCS. She was informed that approximately 20 people at St John's data had been breached. Angie notified all who might be affected and notified the Information Commissioner's Office. She provided each person with links and individual access codes to Experian, a credit and web monitoring service. The Experian Identity Plus account helps detect possible misuse of personal data and provides people with identity monitoring support, focused on the identification and resolution of identity theft.
Angie's support was much appreciated at what is a worrying time for individuals.

Safeguarding Dashboard
The Church of England requires churches to assess their actions to ensure safeguarding with a Safeguarding Dashboard. The Church of England's safeguarding policy statement, 'Promoting a Safer Church', says: "All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."
Our Dashboard is completed by several nominated people at St Johns, including the churchwardens, Vicar, PCC secretary, DBS lead and Safeguarding Officer. It gives a broad picture of all that is in place in the church as well as those areas that require further action and is reviewed at every PCC meeting. We are at Level 3 on the Dashboard. The Safeguarding Hub area, is where St John's can specify the safeguarding training requirements and DBS levels by role, and therefore by individuals undertaking the roles. At the moment our DBS lead, with support from the PCC secretary, is updating the information on requirements by roles.
The system will automatically show renewal dates and provide the PCC with an overview as to compliance and areas of risk.

Financial Review
In 2025 income exceeded expenditure by £18,175. It should be noted that this includes the receipt of a grant of £24,473 towards the cost of a new piano which was not purchased until 2026. Excluding this receipt, expenditure exceeded income by £6,298.

Incoming and Outgoing resources.
The total income in 2025 was £170,528 compared with £150,201 in 2024. This includes investment income of £4,940 which is re-invested for future requirements. The Financial Report gives a breakdown of these amounts.

Planned giving through envelopes, banker's orders, the Parish Giving Scheme and the related income tax recovery at £63,108 was almost the same as in 2024.

Income from the Cornerstone Centre, events and other fund-raising activities was £49,291 which is 7.6% more than in 2024. Cornerstone in particular had a good year. The Langsmead room was rented out from October. Excluding this, Cornerstone income was 10.4% ahead of 2024.

During the year we received grants from Surrey County Council of £24,473 towards a new piano and £5,587 for a new oven and dishwasher for the Cornerstone kitchen. We also received a legacy of £1,970.

The market value of investments at 31st December 2025 was £217,545 including cash held of £5,792. The investments are viewed as long term investments and are liable to short term volatility. Net profits on investments in 2025 amounted to £13,743 which is the main reason for the improvement in the general reserve. During the year £15,000 was withdrawn from our investments with Brewin Dolphin to help fund day to day costs. The total withdrawal to date is £239,500.

Expenditure
The total expenditure in 2025 was £166,096 compared with £151,800 in 2024.

Our largest expenditure is the amount paid to the diocese for our share of all churches' parish ministry costs. This amount covers housing, stipend and pension costs of clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This amounted to £60,092 in 2025 compared with £56,646 in 2024.

Staff Costs.
The PCC employs a Parish Co-Ordinator, who assists with the administration of the parish, and also acts as the Publicity Officer and a cleaner for the Cornerstone Centre. Both roles are part time. Further details are provided in the notes to the accounts.

Trustee payments and expenses.
The PCC meets the associated costs of having a clergy presence in the parish by paying a share of water charges for the All Saints vicarage plus reimbursement of expenses of office (travel, hospitality, telephone, postage and broadband costs) amounting to £1,459 in the year. The St John's vicarage is currently rented. The rental income is received by the diocese.

Payments to PCC members and to persons related to or connected to the trustees are given in note 4b.

Reserves Policy
The reserves policy is regularly reviewed by the Finance Group. Reserves are held to support the current and future activities of St John's. Total reserves amount to £194,817 including £123,528 held in Designated Funds.

The principal reason for maintaining reserves is to provide for:

a) £123,528 in respect of the short and long term maintenance needs of the St John's estate, comprising the church building itself, associated plant including the organ, and the attached Cornerstone Centre. The maintenance needs are assessed by the architect and churchwardens during regular inspections but particularly following the quinquennial cycle.

b) The PCC policy is to maintain approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations. This amounts to approximately £73,800. The total of the unrestricted general fund reserve was £71,289 which is 92% of the required amount. The reserves policy has therefore been met. Income versus expenditure will continue to be regularly monitored by the Treasurer, the PCC and Finance Group.

Investment policy
The reserves are held in a nominee account managed by Brewin Dolphin. Reports are sent to the trustees every three months, and an annual meeting is held with Brewin Dolphin to discuss progress of the investments against the agreed benchmark (APCIMS Balanced; a benchmark that is classified as 'diversified risk' with an emphasis on both income and growth)

Structure and Governance

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity. The method of appointment of PCC members set out in the Church Representation Rules. All who attend our services and/or are members of the congregation 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.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent; it met six times during the year with an average level of over 80% attendance. The PCC operates through a number of committees and action groups, which meet between the full meetings of the Council; reports from these are issued to PCC members and held with the PCC minutes.

Standing, Property and Finance Committee:

The Standing Committee is required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Committee oversees the general financial dimension of the work of the PCC, monitoring income and expenditure and maintaining the appropriate financial controls. It attends to the maintenance and necessary repair of church properties and plant.

Finance Group

This group regularly reviews financial matters, including budgets, forecasts and investments, and advises the PCC accordingly.

Action Groups:

Buildings Action Group and Management Support

Administrative Information

St. John's Church is situated on Camphill Road, West Byfleet. It is part of the Diocese of Guildford within the Church of England. The correspondence address is St. John the Baptist Church, Camphill Road, West Byfleet KT14 6EH. The registered charity number is 1149648 .

Incumbent:	Revd Keith Elford
Churchwardens:	Mrs Jenny Blamey Mr Neil Hatton
Licenced Clergy with permission to officiate	Revd Clive Kirk
Licenced Lay Minister With permission to officiate	Mrs Di Manthorpe
Licensed Lay Minister	Ms Rosalind Cyphus
Representatives on the Deanery Synod:	Mrs Jenny Blamey Mr Richard Cartledge

Elected members since 2023 - Angie Dedman, Geoff Jones (resigned October)

Elected members since 2024 – Grace Gray, Amanda Hodson, Louise Morgan. Dave Roberts took on the 2 year vacancy so will retire in 2026.

Elected members since 2025 – Chris Adamson, Richard Cartledge*. Sue Hatton took on a 1 year vacancy so will retire in 2026

*Richard became Deanery Synod Rep after the APCM and is entitled to be on PCC with election.

PCC Officers and Appointments for year 2025-2026

Chair of PCC:	Revd Keith Elford
Lay Vice Chair of PCC:	Mrs Jenny Blamey
PCC Secretary	Mrs Amanda Hodson
PCC Treasurer	Mr John Dedman
Safeguarding Officer	Mrs Jo Pritchard
Electoral Roll Officer	Mrs Angie Dedman
Independent Examiner	Mr Steve Brentnall

Signed on behalf of the PCC

Keith Elford 22/03/2026

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
St. John the Baptist Church Parochial Church Council [Registered Charity No. 1149648]

I report on the accounts of St. John the Baptist Church, West Byfleet for the year ended 31st December 2025 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church'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.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 you as trustees concerning any 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 those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed by :-
Steve Brentnall
I Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

Date: 26th March 2026

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2025

	Note	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Income and Endowments					
Donations and legacies	**2a**	86,756	27,610	114,366	96,085
Charitable Activities	**2b**	1,931	0	1,931	2,806
Other Trading Activities	**2c**	49,291	0	49,291	46,110
Investments	**2d**	4,940	0	4,940	5,200
TOTAL		142,918	27,610	170,528	150,201
Expenditure					
Raising funds	**3a**	3,307	0	3,307	5,543
Charitable Activities	**3b**	159,869	2,920	162,789	146,257
TOTAL		163,176	2,920	166,096	151,800
Net gains / (losses) on investments	**3c**	13,743	0	13,743	14,621
Net (expenditure) / income		(6,515)	24,690	18,175	13,022
Transfers between funds	**11**	0	0	0	0
Net Movements in Funds		(6,515)	**24,690**	**18,175**	**13,022**
Reconciliation of funds					
Total funds brought forward	**12**	201,332	16,054	217,386	204,364
Total funds carried forward		194,817	40,744	235,561	217,386

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

BALANCE SHEET AS AT 31ST DECEMBER 2025

	Total Funds 2025 £	Total Funds 2024 £	Further details
Fixed Assets			
Investments	211,753	210,984	5
Total Fixed Assets	211,753	210,984	
Current Assets			
Debtors	2,455	1,755	6
Cash at bank and in hand	36,511	20,495	
Total Current Assets	38,966	22,250	
Current Liabilities			
Creditors : Amounts falling due within one year	(15,158)	(15,848)	7
Net Current Assets or (Liabilities)	23,808	6,402	
Total Assets less Current Liabilities	235,561	217,386	
Net asset or liabilities excluding pension asset or liability	235,561	217,386	
Total net assets	235,561	217,386	
Funds			
Restricted income funds	40,744	16,054	9
Unrestricted funds	194,817	201,332	9
Total charity funds	235,561	217,386	10

This Financial report for the year ended 31st December 2025, including the notes following, was approved by the Parochial Church Council and signed on its behalf by :-

Keith E Fox (Chair)

JNI (Treasurer)

Date 22 March 2026

The notes on pages 13 to 18 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST
WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2019) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

The financial statements have been prepared under the historic cost convention as modified by inclusion of investments 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Incoming Resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Dividends are reinvested in the investment and accounted for at the year end. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is paid over monthly and accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

Equipment used within the Church premises would normally be depreciated on a straight line basis over four years. Our policy is to write individual items of equipment off when the asset is acquired

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
2a Donations and Legacies				
Giving	47,780	0	47,780	46,544
Tax Recoverable	15,328	0	15,328	16,901
Cash Collections	5,524	0	5,524	5,015
Donations	10,567	3,137	13,704	26,125
Grants	5,587	24,473	30,060	1,500
Legacies	1,970		1,970	0
	86,756	27,610	114,366	96,085
2b Charitable Activities				
PCC Fees etc.	1,931	0	1,931	2,806
	1,931	0	1,931	2,806
2c Other Trading Activities				
Rent	36,660	0	36,660	31,743
Hire of Church	1,841	0	1,841	1,506
Events	10,102	0	10,102	12,352
Sundry	688	0	688	509
	49,291	0	49,291	46,110
Dividends - Brewin Dolphin	4,940	0	4,940	5,200
	4,940	0	4,940	5,200
Total Incoming Resources	**142,918**	**27,610**	**170,528**	**150,201**

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
3a Raising Funds				
Investment Management Costs	1,989	0	1,989	1,966
Events Costs	1,318	0	1,318	3,577
	3,307	0	3,307	5,543
3b Charitable Activities				
Poppy Appeal	460	0	460	173
Overseas aid	200	0	200	519
Home Mission	5,380	0	5,380	3,313
Parish Share	60,092	0	60,092	56,646
Ministry	1,195	0	1,195	1,190
Worship	0	0	0	0
Running Costs	21,573	0	21,573	21,241
Insurance	7,656	0	7,656	7,244
Cornerstone Running Costs	18,631	0	18,631	22,225
Maintenance & Replacements	22,437	0	22,437	6,888
Vicarage	796	0	796	0
Church Grounds	3,191	0	3,191	360
Music, Organists, Choir	12,085	0	12,085	14,593
Organ & Piano	1,719	0	1,719	4,937
Other	1,998	2,920	4,918	4,073
Printing & Stationery	1,486	0	1,486	2,015
Independent Examination	970	0	970	840
Total Resources Used	**159,869**	**2,920**	**162,789**	**146,257**

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
3c Net gains / (losses) on investments				
On disposal	735	0	735	1,955
On revaluation	13,008	0	13,008	12,666
	13,743	0	13,743	14,621

4(a) STAFF COSTS

	2025	2024
	£	£
Wages and salaries	11,129	10,498
Social security costs	0	0
Defined contribution pension costs	0	0
	11,129	10,498
	Number	Number
The average number of employees during the year was	2	2

During the year the PCC employed a parish co-ordinator and publicity officer and a cleaner for the Cornerstone Centre. Both positions were part time.

4(b) PAYMENTS TO PCC MEMBERS

Mr M Cyphus, who is the brother of a PCC member was paid £360 (2024 £305) for playing at services during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5. FIXED ASSETS

Investments

Investments with Brewin Dolphin

	2025	2024
	£	£
Market Value at 1st January 2025	210,984	199,636
Disposals	(40,656)	(49,546)
Purchases at cost	27,682	46,273
Net gains / (losses) on disposal	735	1,955
Net gains on revaluation	13,008	12,666
Market Value at 31st December 2025	211,753	210,984

6. CURRENT ASSETS

	2025	2024
Debtors	£	£
Other debtors (unrestricted funds)	2,318	1,618
Prepayments	137	137
	2,455	1,755

7. Current Liabilities

	2025	2024
	£	£
Amounts falling due in one year		
(Unrestricted funds)		
Accruals and other costs	11,739	13,949
Other creditors	3,419	1,899
	15,158	15,848

8. Long Term Liabilities

There are no long term liabilities.

9. Funds

UNRESTRICTED FUNDS

	Balance 1st January 2025	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2025
	£	£	£	£	£	£
General Fund	67,772	135,361	13,743	(141,787)	(3,800)	71,289
Designated long term maintenance	126,895			(15,497)	3,000	114,398
Designated short term maintenance	865					865
Cornerstone improvements	0	7,557		(5,892)		1,665
Cornerstone redecoration	3,500				500	4,000
Replacement chairs	2,300				300	2,600
Total Unrestricted Funds	201,332	142,918	13,743	(163,176)	0	194,817

RESTRICTED FUNDS

	Balance 1st January 2025	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2025
	£	£	£	£	£	£
Organ Training Fund	384	0		(125)		259
Organ Fund	6,003	405		0		6,408
Community Fridge	590	50		(83)		557
Youth Fellowship Fund	93	0		0		93
Choir fund	3,298	350		(450)		3,198
Flower Fund	197	1,092		(1,176)		113
Crisis	15	0		0		15
Christmas Lunch	666	0		(150)		516
Choir scholarship fund	249	0		0		249
New piano fund	4,036	24,548		0		28,584
Ukrainian Group	232	0		0		232
Others	291	1,165		(936)	0	521
Total Restricted Funds	16,054	27,610	0	(2,920)	0	40,744
Total Funds	217,386	170,528	13,743	(166,096)	0	235,561

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS

10. Analysis of Net Assets by Fund

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
Investment Assets	171,009	40,744	211,753	210,984
Current Assets	38,966	0	38,966	22,250
Current Liabilities	(15,158)	0	(15,158)	(15,848)
	194,817	40,744	235,561	217,386

11. Transfers between funds

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
General Fund	(3,800)	0	(3,800)	(800)
Designated Long Term Maintenance	3,000	0	3,000	0
Cornerstone redecoration	500	0	500	500
Replacement Chairs	300	0	300	300
Total	0	0	0	0

12. Comparatives for the statement of financial activities.

	Unrestricted Funds	Restricted Funds	Total 2024
	£	£	£
Income and Endowments			
Donations and legacies	91,634	4,451	96,085
Charitable Activities	2,806	0	2,806
Other Trading Activities	46,110	0	46,110
Investments	5,200	0	5,200
Other	0	0	0
TOTAL	145,750	4,451	150,201
Expenditure			
Raising funds	5,543	0	5,543
Charitable Activities	141,153	5,104	146,257
Other expenditure	0	0	0
TOTAL	146,696	5,104	151,800
Net gains/(losses) on investments	14,621	0	14,621
Net income/(expenditure)	13,675	(653)	13,022
Transfers between funds	0	0	0
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	**13,675**	(653)	**13,022**
Reconciliation of funds			
Total funds brought forward	187,657	16,707	204,364
Total funds carried forward	201,332	16,054	217,386

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST W

England & Wales - Charity number 1149648

Accounts

THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST
WEST BYFLEET

REPORT AND ACCOUNTS
FOR THE YEAR
1st JANUARY 2024 TO 31st DECEMBER 2024

Registered Charity number 1149648

Trustees Annual Report
2024 Report and Accounts for the Parochial Church Council of St. John the Baptist Church, West Byfleet

Aim and Purpose
St. John's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Keith Elford, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibilities for the Church and Cornerstone Centre and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the PCC has achieved this are provided in this report. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

Objectives and activities
Our purpose is to 'Walk the Way of Life in Christ': living in God's abundance, centred on Christ and living that life in and for the world. We understand the world to be the arena of God's creative and redeeming activity.

As a moderately catholic, broad church, Church of England parish:
We value order, ritual, choral singing and, especially, the Eucharist, in our worship and the Word of God; that is, learning and preaching. We understand ourselves to be on a journey with the Holy Spirit through history in which truth is continually being revealed.
We are critical as well as faithful and we aim to be open to the world and its concerns and wisdom, and generous and compassionate in our outlook.

We aim to:
Welcome all-comers, help people find their way in.
Serve our parish, that is, its individuals and families and the common good.
Celebrate all that God gives us as a church and wider community.
Grow as a community of faith and love.
Engage with the world and its issues.
Share our faith in Christ

To facilitate all of this it is of course important that we maintain the fabric of the Church of St. John's and the Cornerstone Centre.

Achievements and Performance
A perspective from the Vicar.

We continued to implement the vision and strategy adopted in 2022. We set several specific goals for 2024. These were:

a. Eco church – form Eco Team, develop plan and seek A Rocha Bronze Award. Specifically create a plan to make more of our extensive grounds
b. WiFi –create Wifi access to internet across the site
c. Maximise the Community Fridge – add to the once-a-month coffee morning including a more explicitly spiritual element
d. Signage – review and update our signage externally to make the church and grounds more accessible

e. In the short term, we need to sort all the signage in the grounds to make sure they are all up to date and relevant.
f. Partnership with All Saints – develop the partnership and joint projects

The Eco Church Team developed through the year under the leadership of Anthony Hopkins and Neil Hatton. Thanks to the team's hard work St John's was given the A Rocha Bronze Award at the end of the year. This is only the beginning of what will be a long journey to improve our stewardship of God's creation. The team also prepared a land management plan which will be going to PCC in March 2025. The aim is to ensure our grounds are used in ways that engage the community and improve biodiversity without compromising their existing appeal or usefulness. We celebrated the season of Creationtide again in 2024 to ensure that the importance of eco work was understood theologically.

Wifi internet connection was made available across the site thanks to the dedicated project management provided by Stuart Evans. This has also allowed us to make a card reader for donations permanently available in church.

The Community Fridge continues to be very well supported both by the supermarkets, volunteers and visitors. A very large amount of food has been diverted from landfill. We have not yet actioned the proposal to add a spiritual dimension to the Saturday morning routine of the fridge but hope to do so soon. This will be in conjunction with the coffee mornings which are proving increasingly popular; free coffee and pastries are provided and there is always lots of chat and fellowship.

Martin Gwilliams has offered to provide a review of our external signage and suggest improvements. This is Martin's professional expertise provided free, so we are most grateful. This will happen in 2025. Meanwhile we have improved the provision of signage by providing posters in a more consistent and timely fashion for forthcoming events and services in the grounds, on the Junior School noticeboard and on the website.

Throughout the year we have worked on developing the partnership with All Saints'. Plans include the provision of 'Open the Book' assemblies to schools in West Byfleet and New Haw. The partnership extends to Heathervale Baptist Church and it is intended to include also St Michael's Sheerwater and All Saints' Woodham in due course. Open the Book is a way of telling bible stories at primary school assemblies and the scheme is managed by the Bible Society. The team is being formed and trained in early 2025 with a view to starting assemblies in the summer term.

We continue to hold at least one benefice service per term and these have been well-attended in both churches.

We have also continued to work closely with our partners in Churches Together on Lent Groups, Holy Week and Easter services and on Advent Groups. We intend to work as closely as possible with St Michael's Sheerwater and All Saints' Woodham in particular in order to be 'stronger together'.

Finally, the diocesan parish needs process launched in our deanery in September. This requires us to update our strategy at St John's and develop further our approach as a benefice, specifically to offer development plans for 2025-2026. Work has commenced and draft will be presented to PCCs in March 2025 and to the congregation at the May APCM.

Worship and Prayer
The Parochial Church Council (PCC), in partnership with the Vicar and Ministry Team, endeavours to offer services of worship which are open to all, and which enable everyone attending to enter into, and express, worship as fully as possible.

Over the year we have had congregations of between 60 and 70 or more at the Sunday 10.00am Eucharist, around 4-5 at most Sunday 8.00am Eucharists, and between 8-10 at the Wednesday Eucharist. The numbers at the said eucharists on Sundays and Wednesdays remains a source of some concern despite attempts to give the services more publicity.

Our pattern continues to centre on eucharistic worship, with all Sunday 10.00am services eucharistic, with the exception of Remembrance and Mothering Sunday which are designated "Community" services. Sunday mornings on the third Sunday of the month are designated "Family Eucharists" with a standard eucharistic structure combined with content more suitable for families and children. The junior choir helps to lead the liturgy as well as the singing at these services. Family eucharists are frequently also baptisms. Increasingly we are finding that baptism families continue to come to services at St John's after the baptisms have taken place and attend the annual Teddy Bears Picnic which is arranged by the Baptism team.

We offer regular, termly services for families and children on Sunday afternoons at 4.00pm, combined with tea. There is now a pattern one of these services per 'term'. These are well supported by Guides, Brownies and Rainbows.

We continue to offer evensong or services of music and readings once a month. 'Talk, Think, Pray' continues to provide an opportunity for those of an enquiring disposition on third Sundays evenings of the month.

Morning prayer takes place on Mondays at 9.30 am and is shared with Our Lady RC Church every second Monday of the month.

Pastoral Care

The Pastoral Care Team is made up of three fully trained and experienced Pastoral Assistants and a newly trained Pastoral Visitor along with one or two experienced members of the congregation. The Pastoral Visitors very kindly assist them in their tasks, often working on long term frailty within the congregation. This team along with the Vicar – Rev. Dr. Keith Elford, has met regularly during the year to review its work both with members of our congregation and within the parish as a whole.

All Pastoral Assistants and those assisting them are fully up to date with all necessary Safeguarding Training.

Baptism families are still prepared by one of our PAs and we are pleased to report that several of these families are now regular worshippers with us. This year we have continued to provide monthly Communion Services to three nursing homes in the parish, West Hall, Charrington Manor and Oakcroft. Between us we have offered "end of life" prayer in all homes if requested.
We also form the main part of after worship prayer on rota basis.
One of our Pastoral Assistants continued to act as a tutor on the Pastoral Visitors Course for the Diocese., although he has now stepped down.

Geoff Jones continues to act as Pastoral lead in the parish, working directly with the Vicar and the Safeguarding Officer.

Mission and Evangelism

We aim to be clear and intentional in reaching out to the parish with the Good News of Jesus Christ.

Besides our regular worship, extra people came to St John's for such occasions as baptisms and funerals. Attendance at Remembrance and Christmas services was excellent and up on 2023. The Summer and Christmas Fairs and the Christmas Tree Festival attracted large numbers of visitors. Regular activities such as Baby and Toddler Group, Pain Support Group and New Horizons (a social group for the over 55s) continue to meet and enjoy good attendances. Communication with the wider community continues to be critical. This is enacted through provision of online recordings of our services, Spotlight magazine, increased on-site signage, our website and Facebook page.

We are pleased that we continue to see more families and children at our Sunday 10.00am service.

We are exploring where we can add more explicitly spiritual content to our regular activities in the hope of building the basis of mini congregations – the Community Fridge is an obvious candidate.

We also continue to value our relationship with West Byfleet Junior and Infant Schools. The junior school held Easter and Christmas services in church and the Vicar visited the infant school several times. We hope to launch 'Open the Book' assemblies in both schools in 2025 and gathered an Open the Book team late in 2024 for that purpose. This will work across both parishes in the benefice.

Voluntary Work at St. John's

This year has been another challenging one and the church would not have been able to continue in its ministry without the dedication of members of the congregation giving their time freely and with love. The PCC would like to thank all the volunteers who work so hard to make our church lively and vibrant, and to name people individually would be impossible. However, the volunteers cover all aspects of church life from the Spiritual to the practical – recording services, welcoming, cleaning, flowers, Junior Choir Assistants, catering, buildings maintenance and social teams to name a few. In addition to the benefit to the church, everyone who takes part in these activities has a sense of belonging and achievement.

'Volunteers' is an accepted term. However, it is helpful to note that in Christian churches, unpaid work is frequently an act of loving service and, at St John's, supports our desire to welcome, worship and serve.

Church Centre Complex

Churchwarden's report on the Church Building and Fabric

The exterior and interior of the Church have continued to be maintained in very good order during 2024. This has been due, in no small part, to the continued commitment and skill of volunteers, such as Terry and Hazel Craig and the Cleaning Team. Our sincere thanks go to these individuals who continue to give freely of their time, energy and expertise. Their efforts significantly reduce our reliance on external contractors, which under challenging economic circumstances is very welcome.

Beautiful floral arrangements have filled the Church each week, and we remain indebted to the team for their creative skills and time during the last year. We especially want to thank Geoff Jones who has led the flower team for many years, as he decides to step back in 2025.

We are also very grateful for the renewed commitment and additional volunteers from our Sides people team and Coffee team, who ensure that the Church is a welcoming place for visitors and regular members of the congregation.

The church grounds have continued to be regularly maintained to a good standard. County Garden Services, now managed by Andrew and Steven, have continued to keep the lawns in good order free of charge. They have also taken on the leaf clearing and hedge trimming this year, which was charged work. Woking Good Gym Volunteers, a fitness group in the Woking area who offer their services free of charge, have helped in grounds and drain clearance. Their work has been of a high standard. We are immensely grateful to Andrew, Steven and Woking Good Gym for offering their services at no charge. Our Church grounds offer a sanctuary of outdoor space for any in the community, which would not be possible without these contributions. A future project, as part of Eco Church, to review the church grounds and their use, is in the early stages of being discussed.

Alongside the regular maintenance of the church building during 2024, Wi-Fi was installed across the site which allowed for a card machine to be set up at the back of the church. Huge thanks to Stuart Evans for leading on the Wi-Fi project. We have already seen some healthy contributions through the card machine, especially at large services, which demonstrates the return on investment.

In late 2024 we had our Quinquennial inspection, carried out by our new architect, Daniel Burton. Reassuringly, there were no critical items, however there are still several items which will require ongoing expense to rectify. Our thanks to Terry and Hazel for being in attendance and for maintaining the log and maintenance book for 2024.

Newly formed in 2024, was a management support team. This team meets six times a year to discuss and action day-to-day operational items, reporting back to PCC. The team consists of Terry and Hazel Craig, Rich Blamey, Dave Roberts, the Churchwardens and the Vicar. This new team has been a resounding success, tackling any operational issues in a timely manner and consolidating all operational items into one place. Thank you to the team for your ongoing support.

Cornerstone Centre

The Cornerstone Centre income decreased versus prior year and was circa £2,000 short of budget. It is unclear why income dropped, especially as we invested in new blinds and acoustics in 2023.
There have also been some significant expenses identified as part of the regular maintenance, some of which were remedied in 2024, with others impacting 2025 budget. Most notably, after a health and safety concern, the Cornerstone floor was re-lacquered and sealed at a cost of £3350.

The Wi-Fi which was installed across the site, covers the Cornerstone centre. We are exploring whether we can create a separate guest Wi-Fi for hirers.

The Langsmead room, which was a good source of income pre-Covid, has continued to remain vacant during 2024. No further action has been taken to address this situation.

We also continue to employ Karen as the part-time cleaner for the Cornerstone Centre. The standards of cleaning have significantly improved as a result, with comments from hall hirers to that effect.

There are no further planned works for the Cornerstone Centre in 2025, although there is a discussion in progress on improving the kitchen further. It is hoped however that the improvements made in 2023 and 2024, will make the Cornerstone Centre a more appealing venue and improve income.

The Dora Honor room steps have remained closed off and it has been agreed at PCC that they are not a priority to resolve.

Deanery Synod
St John's is entitled to 2 lay representatives on Woking Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Safeguarding
Safeguarding vulnerable adults and children
The PCC has complied with the duty under section 5 of the Safeguarding and Clergy
Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Training on Safeguarding
Chris Adamson is the Safeguarding Training Co-ordinator and contacts all those requiring safeguarding training and refresher courses to explain the courses that they need to complete, alerting them to renewal dates and recording the dates and courses of all safeguarding training completed. During the year there has been a focus on improving the numbers of people refreshing their training. Most groups are now over 80% up to date. This is reflected on the dashboard.

Communication
A report on our Safeguarding activities is provided to all PCC meetings. On July 10th, the PCC reviewed and adopted the House of Bishops' Safeguarding Policy together with the supporting safeguarding practice guidance and signed the Statement of Safeguarding Policy: this is displayed in the church and on our website. Our website and our notice boards include policies, contact details and information on keeping adults and children safe.

Safeguarding Dashboard
The Church of England requires churches to assess their actions to ensure safeguarding with a Safeguarding Dashboard. The Church of England's safeguarding policy statement, 'Promoting a Safer Church', says: "All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."
Our Dashboard is completed by several nominated people at St Johns, including the churchwardens, Vicar, PCC secretary and Safeguarding Officer. It gives a broad picture of all that is in place in the church as well as those areas that require further action and is reviewed at every PCC meeting. There are three levels of the Safeguarding Dashboard and at time of writing, we have achieved the highest level, Level 3.
A new area, the Safeguarding Hub, has been added to the Dashboard where St John's can specify the safeguarding training requirements and DBS levels by role, and therefore by individuals undertaking the roles. The system will automatically show renewal dates and provide the PCC with an overview as to compliance and any areas of risk.

Financial Review
In 2024 income exceeded expenditure by £13,022 which is a significant improvement on 2023 when expenditure exceeded income by £458. The general reserve is now £67,772.

Incoming and Outgoing resources.
The total income in 2024 was £150,201, an increase of 6% over 2023 but still 3% below the pre-pandemic income in 2019. This includes investment income of £5,200 which is re-invested for future requirements. The Financial Report gives a breakdown of these amounts.

Planned giving through envelopes, banker's orders, the Parish Giving Scheme and the related income tax recovery increased by 6.0% in 2024.

Income from the Cornerstone Centre, events and other fund-raising activities was £46,110 which was almost the same as in 2023.

The market value of investments at 31st December 2024 was £215,850 including cash held of £4,866. The investments are viewed as long term investments and are liable to short term volatility. Net profits on investments in 2024 amounted to £14,621 which is the main reason for the improvement in the general reserve. During the year £10,000 was withdrawn from our investments with Brewin Dolphin to help fund day to day costs. The total withdrawal to date is £224,500.

Expenditure
The total expenditure in 2024 was £151,800 compared with £151,017 in 2023.

At the start of 2024 there were some exceptionally large one-off maintenance costs including work on the organ blower motor, the Cornerstone boiler and the blower room pump totalling in excess of £10,000. These costs, which are included in the total above, were funded by donations received as a result of an appeal made at the time.

Our largest expenditure is the amount paid to the diocese for our share of all churches' parish ministry costs. This amount covers housing, stipend and pension costs of clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This amounted to £56,646 in 2024 compared with £58,655 in 2023. The small reduction in 2024 reflects the full year benefit of the formation of the united benefice in May 2023. The 2025 charge will be £60,092. These amounts all include a £3,000 per annum payment towards arrears from previous years.

Staff Costs.
The PCC employs a Parish Co-Ordinator, who assists with the administration of the parish, and also acts as the Publicity Officer and a part time cleaner for the Cornerstone Centre. Both roles are part time. Further details are provided in the notes to the accounts.

Trustee payments and expenses.
The PCC meets the associated costs of having a clergy presence in the parish.
Reimbursement of expenses of office (travel, hospitality, telephone, postage and broadband costs) amounting to £685 were paid in the year. The vicarage is currently rented. The rental income is received by the diocese.

Payments to PCC members and to persons related to or connected to the trustees are given in note 4b.

Reserves Policy
The reserves policy is regularly reviewed by the Finance Group.
Reserves are held to support the current and future activities of St Johns'. Total reserves amount to £201,332 including £133,560 held in Designated Funds.
The principal reason for maintaining reserves is to provide for:
a) £133,560 in respect of the short and long term maintenance needs of the St John's estate, comprising the church building itself, associated plant including the organ, and the attached Cornerstone Centre. The maintenance needs are assessed by the architect and churchwardens during regular inspections, but particularly following the quinquennial cycle.

b) The PCC policy is to maintain approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations. This amounts to approximately £68,500. The total of the unrestricted

general fund reserve was £67,772. The reserves policy has therefore been met. Income versus expenditure will continue to be regularly monitored by the Treasurer, the PCC and Finance Group.

Investment policy
The reserves are held in a nominee account managed by Brewin Dolphin. Reports are sent to the trustees every three months, and an annual meeting is held with Brewin Dolphin to discuss progress of the investments against the agreed benchmark (APCIMS Balanced; a benchmark that is classified as 'diversified risk' with an emphasis on both income and growth)

Structure and Governance
The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity. The method of appointment of PCC members set out in the Church Representation Rules. All who attend our services and/or are members of the congregation 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.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent; it met six times during the year with an average level of over 80% attendance. The PCC operates through a number of committees and action groups, which meet between the full meetings of the Council; reports from these are issued to PCC members and held with the PCC minutes.

Standing, Property and Finance Committee:
The Standing Committee is required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Committee oversees the general financial dimension of the work of the PCC, monitoring income and expenditure and maintaining the appropriate financial controls. It attends to the maintenance and necessary repair of church properties and plant.

Finance Group
This group regularly reviews financial matters, including budgets, forecasts and investments, and advises the PCC accordingly.

Action Groups:
Buildings Action Group and the Social EventsTeam

Administrative Information
St. John's Church is situated on Camphill Road, West Byfleet. It is part of the Diocese of Guildford within the Church of England. The correspondence address is St. John the Baptist Church, Camphill Road, West Byfleet KT14 6EH. The registered charity number is 1149648

Incumbent:	Revd Keith Elford
Churchwardens:	Mrs Jenny Blamey Mr Neil Hatton
Licenced Clergy with permission to officiate	Revd Clive Kirk Revd Jean Robinson
Licenced Lay Minister	Mrs Di Manthorpe

With permission to officiate

Licensed Lay Minister Ms Rosalind Cyphus

Representatives on the Deanery Synod: Mrs Jenny Blamey
Ms Rosalind Cyphus

Elected members since 2022 - Chris Adamson, Richard Cartledge, Denise Evans

Elected members since 2023 - Angie Dedman, Geoff Jones (resigned October)

Elected members since 2024 – Grace Gray, Amanda Hodson, Louise Morgan. Dave Roberts took on the 2 year vacancy so will retire in 2026.

PCC Officers and Appointments for year 2023-2024

Chair of PCC:	Revd Keith Elford
Lay Vice Chair of PCC:	Mrs Jenny Blamey
PCC Secretary	Mrs Amanda Hodson
PCC Treasurer	Mr John Dedman
Safeguarding Officer	Mrs Jo Pritchard
Electoral Roll Officer	Mrs Angie Dedman
Independent Examiner	Mr Steve Brentnall

Signed on behalf of the PCC

Keith Elford ..... 14 April 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
St. John the Baptist Church Parochial Church Council [Registered Charity No. 1149648]

I report on the accounts of St. John the Baptist Church, West Byfleet for the year ended 31st December 2024 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church'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.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 you as trustees concerning any 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 those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed by :- .....

Steve Brentnall
I Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

Date: 17th April 2025

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income and Endowments					
Donations and legacies	**2a**	91,634	4,451	96,085	87,122
Charitable Activities	**2b**	2,806	0	2,806	3,441
Other Trading Activities	**2c**	46,110	0	46,110	46,306
Investments	**2d**	5,200	0	5,200	5,728
TOTAL		145,750	4,451	150,201	142,597
Expenditure					
Raising funds	**3a**	5,543	0	5,543	3,957
Charitable Activities	**3b**	141,153	5,104	146,257	147,060
TOTAL		146,696	5,104	151,800	151,017
Net gains / (losses) on investments	**3c**	14,621	0	14,621	7,963
Net (expenditure) / income		13,675	(653)	13,022	(458)
Transfers between funds	**11**	0	0	0	0
Net Movements in Funds		**13,675**	**(653)**	**13,022**	**(458)**
Reconciliation of funds					
Total funds brought forward	**12**	187,657	16,707	204,364	204,822
Total funds carried forward		201,332	16,054	217,386	204,364

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

BALANCE SHEET AS AT 31ST DECEMBER 2024

	Total Funds 2024 £	Total Funds 2023 £	Further details
Fixed Assets			
Investments	210,984	199,636	5
Total Fixed Assets	210,984	199,636	
Current Assets			
Debtors	1,755	1,232	6
Cash at bank and in hand	20,495	21,885	
Total Current Assets	22,250	23,117	
Current Liabilities			
Creditors : Amounts falling due within one year	(15,848)	(18,389)	7
Net Current Assets or (Liabilities)	6,402	4,728	
Total Assets less Current Liabilities	217,386	204,364	
Net asset or liabilities excluding pension asset or liability	217,386	204,364	
Total net assets	217,386	204,364	
Funds			
Restricted income funds	16,054	16,707	9
Unrestricted funds	201,332	187,657	9
Total charity funds	217,386	204,364	10

This Financial report for the year ended 31st December 2024, including the notes following, was approved by the Parochial Church Council and signed on its behalf by :-

..... (Chair)

..... (Treasurer)

Date 14/04/2025

The notes on pages 13 to 18 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST
WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

The financial statements have been prepared under the historic cost convention as modified by inclusion of investments 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Incoming Resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Dividends are reinvested in the investment and accounted for at the year end. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is paid over monthly and accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.I0(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

Equipment used within the Church premises would normally be depreciated on a straight line basis over four years. Our policy is to write individual items of equipment off when the asset is acquired

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
2a Donations and Legacies				
Giving	46,544	0	46,544	46,122
Tax Recoverable	16,901	0	16,901	14,030
Cash Collections	5,015	0	5,015	3,968
Donations	21,674	4,451	26,125	23,002
Grants	1,500	0	1,500	0
	91,634	4,451	96,085	87,122
2b Charitable Activities				
PCC Fees etc.	2,806	0	2,806	3,441
	2,806	0	2,806	3,441
2c Other Trading Activities				
Rent	31,743	0	31,743	33,573
Hire of Church	1,506	0	1,506	2,164
Events	12,352	0	12,352	10,006
Sundry	509	0	509	563
	46,110	0	46,110	46,306
Dividends - Brewin Dolphin	5,200	0	5,200	5,728
	5,200	0	5,200	5,728
Total Incoming Resources	**145,750**	**4,451**	**150,201**	**142,597**

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
3a Raising Funds				
Investment Management Costs	1,966	0	1,966	1,967
Events Costs	3,577	0	3,577	1,990
	5,543	0	5,543	3,957
3b Charitable Activities				
Poppy Appeal	173	0	173	173
Overseas aid	519	0	519	519
Home Mission	3,313	0	3,313	3,733
Parish Share	56,646	0	56,646	58,655
Ministry	1,190	0	1,190	1,404
Worship	0	0	0	0
Running Costs	21,241	0	21,241	23,832
Insurance	7,244	0	7,244	6,966
Cornerstone Running Costs	22,225	0	22,225	23,910
Maintenance & Replacements	6,888	0	6,888	3,945
Church Grounds	360	0	360	2,220
Music, Organists, Choir	11,650	2,943	14,593	13,253
Organ & Piano	4,937	0	4,937	1,165
Other	1,912	2,161	4,073	4,902
Printing & Stationery	2,015	0	2,015	1,558
Independent Examination	840	0	840	825
Total Resources Used	**141,153**	**5,104**	**146,257**	**147,060**

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
3c Net gains / (losses) on investments				
On disposal	1,955	0	1,955	(1,903)
On revaluation	12,666	0	12,666	9,866
	14,621	0	14,621	7,963

4(a) STAFF COSTS

	2024	2023
	£	£
Wages and salaries	10,498	9,829
Social security costs	0	0
Defined contribution pension costs	0	0
	10,498	9,829
	Number	Number
The average number of employees during the year was	2	2

During the year the PCC employed a parish co-ordinator and publicity officer and a cleaner for the Cornerstone Centre. Both positions were part time.

4(b) PAYMENTS TO PCC MEMBERS

The parish director of music, Mr I Church, was a PCC member until 3 March 2024, he was paid £1,764 during this period (2023 year £8,153). Mr Church also received £240 during this period (2023 year £1,730) for playing at weddings and funerals.

Ms R Cyphus, who is a PCC member, received a £200 contribution towards training costs in the year (2023 £nil)

Mr M Cyphus, who is the brother of a PCC member was paid £305 (2023 £390) for playing at services during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5. FIXED ASSETS

Investments

Investments with Brewin Dolphin

	2024	2023
	£	£
Market Value at 1st January 2024	199,636	201,134
Disposals	(49,546)	(50,488)
Purchases at cost	46,273	41,027
Net gains / (losses) on disposal	1,955	(1,903)
Net gains on revaluation	12,666	9,866
Market Value at 31st December 2024	210,984	199,636

6. CURRENT ASSETS

	2024	2023
Debtors	£	£
Other debtors (unrestricted funds)	1,618	1,082
Prepayments	137	150
	1,755	1,232

7. Current Liabilities

	2024	2023
	£	£
Amounts falling due in one year (Unrestricted funds)		
Accruals and other costs	13,949	16,730
Other creditors	1,899	1,659
	15,848	18,389

8. Long Term Liabilities

There are no long term liabilities.

9. Funds

UNRESTRICTED FUNDS

	Balance 1st January 2024	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2024
	£	£	£	£	£	£
General Fund	54,329	144,250	14,621	(144,628)	(800)	67,772
Designated Long Term Maintenance	127,463	1,500		(2,068)		126,895
Designated Short Term Maintenance	865					865
Cornerstone redecoration	3,000				500	3,500
Replacement Chairs	2,000				300	2,300
Total Unrestricted Funds	187,657	145,750	14,621	(146,696)	0	201,332

RESTRICTED FUNDS

	Balance 1st January 2024	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2024
	£	£	£	£	£	£
Organ Training Fund	384	0		0		384
Organ Fund	5,603	400		0		6,003
Community Fridge	613	47		(70)		590
Youth Fellowship Fund	93	0		0		93
Choir fund	3,676	363		(741)		3,298
Flower Fund	153	998		(953)		197
Crisis	15					15
Christmas Lunch	666			0		666
Choir scholarship fund	421	0		(172)		249
New piano fund	3,906	130		0		4,036
Ukrainian Group	232	0		0		232
Others	945	2,514		(3,168)	0	291
Total Restricted Funds	16,707	4,451	0	(5,104)	0	16,054
Total Funds	204,364	150,201	14,621	(151,800)	0	217,386

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS

10. Analysis of Net Assets by Fund

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Investment Assets	194,931	16,054	210,984	199,636
Current Assets	22,250	0	22,250	23,117
Current Liabilities	(15,848)	0	(15,848)	(18,389)
	201,333	16,054	217,386	204,364

11. Transfers between funds

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
General Fund	(800)	0	(800)	(800)
Cornerstone redecoration	500	0	500	500
Replacement Chairs	300	0	300	300
Total	0	0	0	0

12. Comparatives for the statement of financial activities.

	Unrestricted Funds	Restricted Funds	Total 2023
	£	£	£
Income and Endowments			
Donations and legacies	78,634	8,488	87,122
Charitable Activities	3,441	0	3,441
Other Trading Activities	46,306	0	46,306
Investments	5,728	0	5,728
Other	0	0	0
TOTAL	134,109	8,488	142,597
Expenditure			
Raising funds	3,957	0	3,957
Charitable Activities	139,527	7,533	147,060
Other expenditure	0	0	0
TOTAL	143,484	7,533	151,017
Net gains/(losses) on investments	7,963	0	7,963
Net income/(expenditure)	(1,412)	954	(458)
Transfers between funds	0	0	0
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	(1,412)	954	(458)
Reconciliation of funds			
Total funds brought forward	189,069	15,753	204,822
Total funds carried forward	187,657	16,707	204,364

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST W

England & Wales - Charity number 1149648

Accounts

THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST
WEST BYFLEET

REPORT AND ACCOUNTS
FOR THE YEAR
1st JANUARY 2023 TO 31st DECEMBER 2023

Registered Charity number 1149648

Trustees Annual Report
2023 Report and Accounts for the Parochial Church Council of St. John the Baptist Church, West Byfleet

Aim and Purpose

St. John's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Keith Elford, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibilities for the Church and Cornerstone Centre and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the PCC has achieved this are provided in this report. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

Objectives and activities

Our purpose is to 'Walk the Way of Life in Christ': living in God's abundance, centred on Christ and living that life in and for the world. We understand the world to be the arena of God's creative and redeeming activity.

As a moderately catholic, broad church, Church of England parish:
We value order, ritual, choral singing and, especially, the Eucharist, in our worship and the Word of God; that is, learning and preaching. We understand ourselves to be on a journey with the Holy Spirit through history in which truth is continually being revealed.
We are critical as well as faithful and we aim to be open to the world and its concerns and wisdom, and generous and compassionate in our outlook.

We aim to:
Welcome all-comers, help people find their way in.
Serve our parish, that is, its individuals and families and the common good.
Celebrate all that God gives us as a church and wider community.
Grow as a community of faith and love.
Engage with the world and its issues.
Share our faith in Christ

To facilitate all of this it is of course important that we maintain the fabric of the Church of St. John's and the Cornerstone Centre.

Achievements and Performance

A perspective from the Vicar.
We continued to implement the vision and strategy adopted in 2022. We set a number of specific goals for 2023. These were:

a) Open and develop use of the Community Fridge
b) Take forward the work with families and children in a new way, following Emma's departure. In particular to make sure we hold termly afternoon services
c) Plan, fundraise and complete the improvements to Cornerstone. This included improving the acoustics and refitting the kitchen, plus installing WiFi across the Church and Cornerstone.
d) Narthex – complete what we had started by developing signage, library, lighting.
e) Reduce the financial deficit; in the short term this will entail a mini stewardship campaign.

The community fridge opened in April 2023 and has proved a great success. A team of volunteers led by Jo Pritchard and Amanda Hodson ensure that surplus food is collected from the Co-Op and other supermarkets every Friday night. These volunteers are a mix of church members and others from the wider community. The fridge is open on Saturday mornings, usually attended by 50-60 people and all the food (an average of 150kg) is taken most weeks. This is a very significant reduction in food waste and a boon to many local people.

We introduced a service aimed at families and children in the Spring and Summer 'terms' to add to the Christingle service that normally takes place in November. A pancake themed service was held on the Sunday before Lent and a Pentecost themed service on Pentecost Sunday. These services are all held at 4.00pm and involve a short service followed by food and refreshments. The 2023 services were all attended by 50-60 parents and children and we intend to repeat the pattern of services in 2024.

In August under the leadership of Ian Church, supported by members of the choir and others, we held a holiday club with a difference. The club was explicitly focused on choral singing and the 18 children who came learned songs and led services every day. Those who attended the holiday club were subsequently invited to join a new junior choir. Fourteen of them accepted the invitation. Since then the junior choir has sung and helped to lead the liturgy at the Family Eucharist, often including baptisms, on the third Sunday of the month. This development has given the third Sunday services a real purpose and distinctiveness. The junior choir also performed a musical nativity play as part of the Sunday service on 10 December. This innovative approach to work with children and their families has been, so far a marvellous and heartening success. Congratulations are absolutely due to Ian, Stephanie and the team.

The Cornerstone improvements have been partially achieved. The blinds in the main hall have been replaced and the DH Room carpet cleaned. The acoustics in the main hall have been radically improved meaning that the room is much quieter and suitable for conversation. Work has been done to investigate the kitchen upgrade but we need to be clearer on how we intend to use the kitchen in order to develop the right specification and to fundraise for what will be an expensive project.

The work on the Narthex has not been taken any further but the space is radically improved as a result of the clear out that took place in 2022.

An appeal for increased financial giving was made to the congregation in May. Many made increases but this was offset to a fair degree by the number of regular givers that died or moved away. Our finances were, however, significantly improved by the biggest development of the year.

In April the parishes of West Byfleet and New Haw agreed to unite as a single benefice with each retaining their status as parishes. In May Keith became Priest-in-charge of All Saints', New Haw as well as St John the Baptist, West Byfleet. In June he and Annabelle moved into the New Haw vicarage. In October Keith was licensed as Vicar of the new benefice. This arrangement ensures that the two parishes (neither of which can fund a full-time incumbent) were freed from uncertainty about the future and given a basis on which to work together and prosper in the future. The new arrangement significantly reduced parish share for both parishes. The new relationship was celebrated at the licensing service in October and a commissioning service (led by the Bishop of Guildford) in December.

Worship and Prayer

The Parochial Church Council (PCC), in partnership with the Vicar and Ministry Team, endeavours to offer services of worship which are open to all, and which enable everyone attending to enter into, and express, worship as fully as possible.

At the time of writing we have between 60 and 70 or more at the Sunday 10.00am Eucharist, around 4-5 at most Sunday 8.00am Eucharists, and between 8-10 at the Wednesday Eucharist. The drop in numbers at the said eucharists on Sundays and Wednesdays is a source of some concern and we have attempted to attract more attendees through publicity posters and posts on Facebook.

Our pattern continues to centre on eucharistic worship, with all Sunday 10.00am services eucharistic, with the exception of Harvest, Remembrance and Mothering Sunday which are designated "Community" services. Sunday mornings on the third Sunday of the month are designated "Family Eucharists" with a standard eucharistic structure combined with content more suitable for families and children. These services have been considerably enlivened since a junior choir was formed. The choir helps to lead the liturgy as well as the singing.

We offer regular, termly services for families and children on Sunday afternoons at 4.00pm, combined with tea. There is now a pattern of one of these services per 'term'.

We continue to offer evensong or other services of music and readings once a month at 6.30pm, with attendance averaging 36; this increases for services such as Advent Sequence or Easter Praise. 'Talk, Think, Pray' continues to provide an opportunity for those of an enquiring disposition on third Sunday evenings of the month.

Morning prayer takes place on Mondays at 9.30 am and is shared with Our Lady RC Church every second Monday of the month

Pastoral Care

We have continued to provide a good level of Pastoral Care within the Parish. We have three Pastoral Assistants in post. They continue to take communion to the homes of members who are unable to get to services, as well as coming alongside a number of the congregation and members of the community who need their services. The Pastoral Assistants have been greatly supported by a number of the Ministry Team, as well as some selected members of the congregation. Communion is also taken monthly into three nursing homes in the parish, Oakcroft, Charrington Manor and West Hall. We are thankful for Terry and Hazel Craig who have supported the Vicar and Pastoral Assistants in this role. The relationship with these establishments has been strengthened during the year by further involvement within these homes including Coffee Mornings, Summer Fetes, Harvest Festivals, Lunches, Wine Tastings, as well as Services of Remembrance, Carol Services and also taking part in our now annual Christmas Community Festival in church during Advent.

We have had a number of the congregation who have required extra support during the year, mostly because of ill health.

We continue to pray for further church members to train as Pastoral Assistants and take up this very rewarding and necessary ministry. This year our prayers have been answered and Gill Ayton-Smith is about to embark on the Diocesan Pastoral Visitors Course. We look forward to having Gill on the Team and wish her well in her training. Since the new Benefice was created we have welcomed Pam Bridger Pastoral Assistant from All Saints New Haw as a valued member of the Pastoral Team. Pam works on her own at New Haw so the opportunity to feel part of a team for her is very important.

One of our Pastoral Assistants continues to work with families bringing children to Baptism. We send an anniversary card to let those who have been baptised know that they continue to be in our prayers. We have also introduced the presentation of a knitted Teddy Bear to each of our candidates; families and their teddies were invited to a "Teddy Bears Picnic" in September - a great time was had by all.

The Living with Pain Group continues to run led by one of our team; although numbers have dropped considerably, the need for the few remains high.

One of our Pastoral Assistants remains a Tutor on the Pastoral Visitors Foundation course for the Diocese.

Mission and Evangelism
We aim to be clear and intentional in reaching out to the parish with the Good News of Jesus Christ.

Besides our regular worship, extra people came to St John's for such occasions as baptisms and funerals. Attendance at Remembrance and Christmas services was excellent. The Summer and Christmas Fairs and the Christmas Wreaths Festival attracted large numbers of visitors. Regular activities such as Baby and Toddler Group, Pain Support Group and New Horizons (a social group for the over 55s) continue to meet. Communication with the wider community continues to be critical. This is enacted through provision of on line recordings of our services, Spotlight magazine, increased on-site signage, our website and Facebook page.

We are pleased to see more families and children at our Sunday 10.00am service and to have had an adult candidate for baptism.

The diocesan mission enabler allotted to us challenged us in 2022 to be more deliberate in our outreach and to consider going to people as well as inviting them here. This is an area which we have done little to pursue directly. We will endeavour to give the matter more attention in 2024.

Voluntary Work at St. John's
This year has been another challenging one and the church would not have been able to continue in its ministry without the dedication of members of the congregation giving their time freely and with love. The PCC would like to thank all the volunteers who work so hard to make our church lively and vibrant, and to name people individually would be impossible. However, the volunteers cover all aspects of church life from the Spiritual to the practical – recording services, welcoming, cleaning, flowers, catering, buildings maintenance and social teams to name a few. In addition to the benefit to the church, everyone who takes part in these activities has a sense of belonging and achievement.

'Volunteers' is an accepted term. However, it is helpful to note that in Christian churches, unpaid work is frequently an act of loving service and, at St John's, supports our desire to welcome, worship and serve.

Church Centre Complex
Churchwarden's report on the Church Building and Fabric
The exterior and interior of the Church have continued to be maintained in very good order during 2023. This has been due, in no small part, to the continued commitment and skill of volunteers, such as Terry and Hazel Craig and the Cleaning Team. Our sincere thanks go to these individuals who continue to give freely of their time, energy and expertise. Their efforts significantly reduce our reliance on external contractors, which under challenging economic circumstances is very welcomed.

Beautiful floral arrangements have filled the Church each week, and we remain indebted to the team for their creative skills and time during the last year.

We are also very grateful for the renewed commitment and additional volunteers from our Sides people team, who ensure that the Church is a welcoming place for visitors and regular members of the congregation.

The church grounds have continued to be regularly maintained to a good standard. Daniel Jackson has continued to keep the lawns in good order, Agnieszka has again cleared the autumn leaves and work has been carried out on the holly bushes and yew trees to enhance them in years to come. We are immensely grateful to Daniel and Agnieszka for freely giving their time, and to Geoff for freely giving his time to manage the other grounds work with the contractors. Our Church grounds offer a sanctuary of outdoor space for any in the community, which would not be possible without the work of volunteers.

Alongside the regular maintenance of the church building during 2023, we have started to explore the installation of Wi-Fi, and this will be picked up as a priority in 2024. There will also be a Quinquennial inspection in 2024, which may require further works to be carried out.

Cornerstone Centre

The Cornerstone Centre income increased by 9% versus prior year. Whilst this has been a welcome return of income, the monies have been offset by boiler replacements, which were required unexpectedly to provide hot water (a legal requirement for public use). The Langsmead room, which was a good source of income, has continued to remain vacant during 2023. It is unclear at this stage what can be done to change this situation, having previously tried a number of different options to encourage a tenant.

The carpet in the Dora Honor room was professionally cleaned for free by Nigel, which has considerably improved the room. We are immensely grateful to him for this work. We also continue to employ Karen, as the part-time cleaner for the Cornerstone Centre. Not only have the standards of cleaning significantly improved as a result, but we have also managed costs by no longer using an external contract cleaning company, reducing them by 50%.

As part of the Strategy the acoustic panels were installed in Cornerstone during 2023 and they have really improved the verb-rate. This has made the Cornerstone centre a more versatile space for mixed use. The kitchen was also given a small makeover; removing an old table and reducing the glasses. There are no further planned works for the Cornerstone Centre in 2024. It is hoped however that the improvements made in 2023, will make the Cornerstone Centre a more appealing venue and improve bookings further.

Following a couple of accidents in 2022, the stairs and doorway into the Dora Honor room have remained closed off in 2023. Finding a new contractor willing to take on the work has been a challenge. Until a new contractor can be found we continue to use the side door for access to the Dora Honor room.

Deanery Synod

St John's is entitled to 2 lay representatives on Woking Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Safeguarding

Safeguarding vulnerable adults and children

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Training on Safeguarding

Chris Adamson is the Safeguarding Training Co-ordinator and contacts all those requiring safeguarding training and refresher courses to explain the courses that they need to complete, alerting them to renewal dates and recording the dates and courses of all safeguarding

training completed. During the year the database of training requirements versus roles has been updated and there has been a good response to requests to undertake or refresh training. Most groups are now over 80% up to date and the dashboard reflects that.

Incidents
In addition to adhoc advice on safeguarding there have been three instances this year where the Parish Safeguarding Officer provided information and sought advice from the Diocesan team.
One issue which did not involve church members, but on information received by the Church office, was deemed of concern. The duty team at Surrey County Council assessed the information and forwarded onto Surrey Police for information and potential action. There has been no further involvement with St John's on this case.

Communication
A report on our Safeguarding activities is provided to all PCC meetings. On July 10th, the PCC reviewed and adopted the House of Bishops' Safeguarding Policy together with the supporting safeguarding practice guidance and signed the Statement of Safeguarding Policy: this is displayed in the church and on our website.
Our website and our notice boards include policies, contact details and information on keeping adults and children safe.

Safeguarding Dashboard
The Church of England requires churches to assess their actions to ensure safeguarding with a Safeguarding Dashboard. The Church of England's safeguarding policy statement, Promoting a Safer Church, says: "All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."
Our Dashboard is completed by several nominated people at St Johns, including the churchwardens, Vicar, PCC secretary and Safeguarding Officer. It gives a broad picture of all that is in place in the church as well as those areas that require further action and is reviewed at every PCC meeting. There are three levels of the Safeguarding Dashboard and at time of writing, we have achieved the highest level (3).

Financial Review
In 2023 expenditure exceed income by £458 which is a significant improvement on 2022 when expenditure exceeded income by £44,764. The general reserve is now £54,329.

Incoming and Outgoing resources.
The total income in 2023 was £142,597, an increase of 12.8% over 2022 but still 7.9% below the pre-pandemic income in 2019. This includes investment income of £5,728 which is re-invested for future requirements. The Financial Report gives a breakdown of these amounts.

Planned giving through envelopes, banker's orders, the Parish Giving Scheme and the related income tax recovery increase by 9.0% in 2023 the first increase for four years.

Income from the Cornerstone Centre, events and other fund-raising activities was £46,306 compared with £41,644 in 2022. This result exceeds the 2019 pre-pandemic income.

The market value of investments at 31st December 2022 was £207,996 including cash held of £8,359. The investments are viewed as long term investments and are liable to short term volatility. Net profits on investments in 2023 amounted to £7,963 compared with losses of £32,144, in the previous year. During the year £7,500 was

withdrawn from our investments with Brewin Dolphin to help fund day to day costs. The total withdrawal to date is £214,500.

Expenditure
The total expenditure in 2023 was £151,017, 8.6% higher than in 2022.
Our largest expenditure is the amount paid to the diocese for our share of all churches' parish ministry costs. This amount covers housing, stipend and pension costs of clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This amounted to £58,655 in 2023 compared with £63,264 in 2022. The reduction results from the charge being reduced from May following the formation of the united benefice.

Charitable Giving
During 2018 the PCC agreed a temporary suspension to our charitable giving due to our inability to meet our own running costs out of income. This situation has continued until this year.
Given the improvement in our financial position it was agreed to reinstate charitable giving and that a total of 5% of annual income from planned giving would be donated to three charities chosen by the PCC. £3,674 has been accrued in these accounts for this purpose.

Staff Costs.
The PCC employs a Parish Co-Ordinator, who assists with the administration of the parish, and also acts as the Publicity Officer. Since September 2022 we have employed a part time cleaner for the Cornerstone Centre rather than using external cleaners. Further details are provided in the notes to the accounts.

Trustee payments and expenses.
The PCC meets the associated costs of having a clergy presence in the parish.
Reimbursement of expenses of office (travel, hospitality, telephone, postage and broadband costs) amounting to £1,560 were paid in the year. The vicarage is currently rented. The rental income is received by the diocese.

Payments to PCC members and to persons related to or connected to the trustees are given in note 4b.
Reserves Policy
The reserves policy is regularly reviewed by the Finance Group.
Reserves are held to support the current and future activities of St Johns'. Total reserves amount to £187,657 including £133,328 held in Designated Funds.
The principle reason for maintaining reserves is to provide for:
a) £133,328 in respect of the short and long term maintenance needs of the St John's estate, comprising the church building itself, associated plant including the organ, and the attached Cornerstone Centre. The maintenance needs are assessed by the architect and churchwardens during regular inspections, but particularly following the quinquennial cycle:

b) The PCC policy is to maintain approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations. This amounts to approximately £64,000. The total of the unrestricted general fund reserve was £54,329. This amounts to 85% of the required amount. The income versus expenditure will continue to be regularly monitored by the Treasurer, the PCC and Finance Group who are aware of the deteriorating financial position.

Investment policy
The reserves are held in a nominee account managed by Brewin Dolphin. Reports are sent to the trustees every three months, and an annual meeting is held with Brewin Dolphin to discuss progress of the investments against

the agreed benchmark (APCIMS Balanced; a benchmark that is classified as 'diversified risk' with an emphasis on both income and growth

Structure and Governance

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity. The method of appointment of PCC members set out in the Church Representation Rules. All who attend our services and/or are members of the congregation 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.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent; it met six times during the year with an average level of over 80% attendance. The PCC operates through a number of committees and action groups, which meet between the full meetings of the Council; reports from these are issued to PCC members and held with the PCC minutes.

Standing, Property and Finance Committee:

The Standing Committee is required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Committee oversees the general financial dimension of the work of the PCC, monitoring income and expenditure and maintaining the appropriate financial controls. It attends to the maintenance and necessary repair of church properties and plant.

Finance Group

This group regularly reviews financial matters, including budgets, forecasts and investments, and advises the PCC accordingly.

Action Groups:

Buildings Action Group and the Social Team

Administrative Information

St. John's Church is situated on Camphill Road, West Byfleet. It is part of the Diocese of Guildford within the Church of England. The correspondence address is St. John the Baptist Church, Camphill Road, West Byfleet KT14 6EH. The registered charity number is 1149648

Incumbent:	Revd Keith Elford
Churchwardens:	Mrs Jenny Blamey Mr Ian Church
Licenced Clergy with permission to officiate	Revd Clive Kirk Revd Jean Robinson
Licenced Lay Minister With permission to officiate	Mrs Di Manthorpe
Licensed Lay Minister	Ms Rosalind Cyphus

Representatives on the Deanery Synod: Mrs Jenny Blamey
Ms Rosalind Cyphus

Elected members since 2021 – Grace Gray, Amanda Hodson

Elected members since 2022 - Chris Adamson, Richard Cartledge, Denise Evans

Elected members since 2023 – Angie Dedman, Geoff Jones, Neil Hatton (from June)

We continue to carry a one year casual vacancy

PCC Officers and Appointments for year 2023-2024

Chair of PCC:	Revd Keith Elford
Lay Vice Chair of PCC:	Mrs Jenny Blamey
PCC Secretary	Mrs Amanda Hodson
PCC Treasurer	Mr John Dedman
Safeguarding Officer	Mrs Jo Pritchard
Electoral Roll Officer	Mrs Angie Dedman
Independent Examiner	Mr Steve Brentnall

Signed on behalf of the PCC Keith Elford. 24/03/24

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
St. John the Baptist Church Parochial Church Council [Registered Charity No. 1149648]

I report on the accounts of St. John the Baptist Church, West Byfleet for the year ended 31st December 2023 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church'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.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 you as trustees concerning any 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 those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed by :- .....
Steve Brentnall
I Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

Date: 24 April 2024

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income and Endowments					
Donations and legacies	2a	78,634	8,488	87,122	76,052
Charitable Activities	2b	3,441	0	3,441	1,978
Other Trading Activities	2c	46,306	0	46,306	41,644
Investments	2d	5,728	0	5,728	6,797
TOTAL		134,109	8,488	142,597	126,471
Expenditure					
Raising funds	3a	3,957	0	3,957	3,225
Charitable Activities	3b	139,527	7,533	147,060	135,867
TOTAL		143,484	7,533	151,017	139,092
Net (losses) / gains on investments	3c	7,963	0	7,963	(32,144)
Net (expenditure) / income		(1,412)	954	(458)	(44,764)
Transfers between funds	11	0	0	0	0
Net Movements in Funds		(1,412)	954	(458)	(44,764)
Reconciliation of funds					
Total funds brought forward	12	189,069	15,753	204,822	249,586
Total funds carried forward		187,657	16,707	204,364	204,822

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

BALANCE SHEET AS AT 31ST DECEMBER 2023

	Total Funds 2023 £	Total Funds 2022 £	Further details
Fixed Assets			
Investments	199,636	201,134	5
Total Fixed Assets	199,636	201,134	
Current Assets			
Debtors	1,232	1,620	6
Cash at bank and in hand	21,885	13,850	
Total Current Assets	23,117	15,470	
Current Liabilities			
Creditors : Amounts falling due within one year	(18,389)	(11,782)	7
Net Current Assets or (Liabilities)	4,728	3,688	
Total Assets less Current Liabilities	204,364	204,822	
Net asset or liabilities excluding pension asset or liability	204,364	204,822	
Total net assets	204,364	204,822	
Funds			
Restricted income funds	16,707	15,753	9
Unrestricted funds	187,657	189,069	9
Total charity funds	204,364	204,822	10

This Financial report for the year ended 31st December 2023, including the notes following, was approved by the Parochial Church Council and signed on its behalf by :-

Keith Ellis

..... (Chair)

JAT

..... (Treasurer)

Date 24/03/24

The notes on pages 13 to 18 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST
WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

The financial statements have been prepared under the historic cost convention as modified by inclusion of investments 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Incoming Resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Dividends are reinvested in the investment and accounted for at the year end. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is paid over monthly and accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

Equipment used within the Church premises would normally be depreciated on a straight line basis over four years. Our policy is to write individual items of equipment off when the asset is acquired

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
2a Donations and Legacies				
Giving	46,122	0	46,122	42,448
Tax Recoverable	14,030	0	14,030	12,754
Cash Collections	3,968	0	3,968	3,639
Donations	14,514	8,488	23,002	17,211
	78,634	8,488	87,122	76,052
2b Charitable Activities				
PCC Fees etc.	3,441	0	3,441	1,978
	3,441	0	3,441	1,978
2c Other Trading Activities				
Rent	33,573	0	33,573	29,361
Hire of Church	2,164	0	2,164	1,517
Events	10,006	0	10,006	10,310
Sundry	563	0	563	456
	46,306	0	46,306	41,644
Dividends - Brewin Dolphin	5,728	0	5,728	6,797
	5,728	0	5,728	6,797
Total Incoming Resources	**134,109**	**8,488**	**142,597**	**126,471**

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
3a Raising Funds				
Investment Management Costs	1,967	0	1,967	2,185
Events Costs	1,990	0	1,990	1,040
	3,957	0	3,957	3,225
3b Charitable Activities				
Poppy Appeal	173	0	173	211
Overseas aid	519	0	519	1,164
Home Mission	3,733	0	3,733	219
Parish Share	58,655	0	58,655	63,264
Ministry	1,404	0	1,404	12,367
Worship	0	0	0	0
Running Costs	23,832	0	23,832	15,060
Insurance	6,966	0	6,966	6,467
Cornerstone Running Costs	23,910	0	23,910	15,020
Maintenance & Replacements	3,945	0	3,945	2,378
Church Grounds	2,220	0	2,220	0
Music, Organists, Choir	9,225	4,028	13,253	9,436
Organ & Piano	1,165	0	1,165	1,207
Other	1,397	3,505	4,902	5,345
Printing & Stationery	1,558	0	1,558	2,944
Independent Examination	825	0	825	785
Total Resources Used	**139,527**	**7,533**	**147,060**	**135,867**

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
3c Net (losses) / gains on investments				
On disposal	(1,903)	0	(1,903)	(11,344)
On revaluation	9,866	0	9,866	(20,800)
	7,963	0	7,963	(32,144)

4(a) STAFF COSTS

	2023 £	2022 £
Wages and salaries	9,829	17,453
Social security costs	0	0
Defined contribution pension costs	0	118
	9,829	17,571
	Number	Number
The average number of employees during the year was	2	2

During the year the PCC employed a parish co-ordinator and publicity officer and a cleaner for the Cornerstone Centre. Both positions were part time.

4(b) PAYMENTS TO PCC MEMBERS

As the parish director of music, Mr I Church, who is also a PCC member, was paid £8,153 during the year (2022 £8,153). Mr Church also received £1,730 (2022 £819) for playing at weddings and funerals during the year.

Mr Mark Cyphus, who is the brother of a PCC member was paid £390 (2022 £710) for playing at services during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5. FIXED ASSETS

Investments

Investments with Brewin Dolphin

	2023 £	2022 £
Market Value at 1st January 2023	201,134	239,032
Disposals	(50,488)	(58,066)
Purchases at cost	41,027	52,312
Net (losses) / gains on disposal	(1,903)	(11,344)
Net gains on revaluation	9,866	(20,800)
Market Value at 31st December 2023	199,636	201,134

6. CURRENT ASSETS

	2023	2022
Debtors	£	£
Other debtors (unrestricted funds)	1,082	1,620
Prepayments	150	0
	1,232	1,620

7. Current Liabilities

	2023	2022
	£	£
Amounts falling due in one year		
(Unrestricted funds)		
Accruals and other costs	16,730	8,042
Other creditors	1,659	3,740
	18,389	11,782

8. Long Term Liabilities

There are no long term liabilities.

9. Funds

UNRESTRICTED FUNDS

	Balance 1st January 2023	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2023
	£	£	£	£	£	£
General Fund	56,002	132,548	7,963	(141,384)	(800)	54,329
Designated Long Term Maintenance	128,002			(539)		127,463
Designated Short Term Maintenance	865					865
Cornerstone improvements	0	1,561		(1,561)		0
Cornerstone redecoration	2,500				500	3,000
Replacement Chairs	1,700				300	2,000
Total Unrestricted Funds	189,069	134,109	7,963	(143,484)	0	187,657

RESTRICTED FUNDS

	Balance 1st January 2023	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2023
	£	£	£	£	£	£
Organ Training Fund	704	0		(320)		384
Organ Fund	5,156	447		0		5,603
Community Fridge	0	2,500		(1,887)		613
Youth Fellowship Fund	93	0		0		93
Choir fund	3,966	1,330		(1,620)		3,676
Flower Fund	199	1,038		(1,084)		153
Crisis	15					15
Christmas Lunch	666			0		666
Choir scholarship fund	479			(58)		421
New piano fund	3,396	510				3,906
Ukrainian Group	427	0		(195)		232
Others	642	2,673		(2,370)	0	945
Total Restricted Funds	15,753	8,488	0	(7,533)	0	16,707
Total Funds	204,822	142,597	7,963	(151,017)	0	204,364

10. Analysis of Net Assets by Fund

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
Investment Assets	182,929	16,707	199,636	201,134
Current Assets	23,117	0	23,117	15,470
Current Liabilities	(18,389)	0	(18,389)	(11,782)
	187,657	16,707	204,364	204,822

11. Transfers between funds

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
General Fund	(800)	0	(800)	(800)
Cornerstone redecoration	500	0	500	500
Replacement Chairs	300	0	300	300
Total	0	0	0	0

12. Comparatives for the statement of financial activities.

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Income and Endowments			
Donations and legacies	72,466	3,586	76,052
Charitable Activities	1,978	0	1,978
Other Trading Activities	41,644	0	41,644
Investments	6,797	0	6,797
Other	0	0	0
TOTAL	122,885	3,586	126,471
Expenditure			
Raising funds	3,225	0	3,225
Charitable Activities	131,485	4,382	135,867
Other expenditure	0	0	0
TOTAL	134,710	4,382	139,092
Net gains/(losses) on investments	(32,144)	0	(32,144)
Net income/(expenditure)	(43,969)	(795)	(44,764)
Transfers between funds	0	0	0
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	(43,969)	(795)	(44,764)
Reconciliation of funds			
Total funds brought forward	233,038	16,548	249,586
Total funds carried forward	189,069	15,753	204,822

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST W

England & Wales - Charity number 1149648

Accounts

THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST
WEST BYFLEET

REPORT AND ACCOUNTS
FOR THE YEAR
1st JANUARY 2022 TO 31st DECEMBER 2022

Registered Charity number 1149648

Trustees Annual Report
2022 Report and Accounts for the Parochial Church Council of St. John the Baptist Church, West Byfleet

Aim and Purpose
St. John's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Keith Elford, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibilities for the Church and Cornerstone Centre and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the PCC has achieved this are provided in this report. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

Objectives and activities
Our purpose is to 'Walk the Way of Life in Christ': living in God's abundance, centred on Christ and living that life in and for the world. We understand the world to be the arena of God's creative and redeeming activity.

As a moderately catholic, broad church, Church of England parish:
We value order, ritual, choral singing and, especially, the Eucharist, in our worship and the Word of God; that is, learning and preaching. We understand ourselves to be on a journey with the Holy Spirit through history in which truth is continually being revealed.
We are critical as well as faithful and we aim to be open to the world and its concerns and wisdom, and generous and compassionate in our outlook.

We aim to:
Welcome all-comers, help people find their way in.
Serve our parish, that is, its individuals and families and the common good.
Celebrate all that God gives us as a church and wider community.
Grow as a community of faith and love.
Engage with the world and its issues.
Share our faith in Christ

To facilitate all of this it is of course important that we maintain the fabric of the Church of St. John's and the Cornerstone Centre.

Achievements and Performance
A perspective from the Priest-in Charge.

In 2022 we launched and began implementing our new vision and strategy. It was also during this year that we more or less returned to normal with most restrictions caused by the Covid pandemic lifted. For example, we discontinued the requirement for mask wearing by ministers and restored the chalice for those who choose to receive communion in both kinds. This was a great relief.

The wardens and I worked on implementing our strategy. There have been two particularly notable developments. The first involves our objective of building new relationships with the community and doing more to engage with community needs. Local councillor Amanda Boote and resident Becky Bradshaw

came to us with the suggestion that we start a community fridge based at St John's. This would reduce food waste by making surplus supermarket food available to parishioners. We embraced this suggestion with some enthusiasm. At the time of writing this report we have a governance group, a project team, volunteers and a plan and hope to open the fridge soon after Easter. This venture is one undertaken in partnership with members of the local community as well as St Mary's Community Centre in Byfleet and West Byfleet Junior School.

In the summer we cleared the narthex, a start on the project of making our own buildings more accessible and attractive. We also focused on using signage, Spotlight, website and social media to emphasise that the church and its grounds are there for all and to invite people to join us at our services and events. In addition we started on the process of planning and costing improvements to the Cornerstone acoustics, the Cornerstone kitchen, and the provision of Wi-fi across the site. It has, nevertheless, become evident that the time available to the wardens and the Priest-in- charge to project manage the implementation of the strategy is insufficient and 2023 began with a decision to draw from the strategy some goals for the year to come and to seek specific leaders for those activities. This we have done, with the result, for example, that Jo Pritchard has taken up the leadership of the Community Fridge project, for which we are most grateful. Our goals for 2023 are:

a) Open and develop use of the Community Fridge
b) Take forward the work with families and children in a new way, following Emma's departure. In particular to make sure we hold termly afternoon services
c) Plan, fundraise and complete the improvements to Cornerstone. This includes improving the acoustics and refitting the kitchen, plus installing WiFi across the Church and Cornerstone.
d) Narthex – complete what we have started by developing signage, library, lighting.
e) Reduce the financial deficit; in the short term this will entail a mini stewardship campaign.

In Lent 2022 we pursued the theme of safeguarding, with two Sundays dedicated to the theme. On one of these, the Diocesan safeguarding officer Jane Huttley preached at the 10.00am service. The emphasis overall was that safeguarding is not merely a priority for legal or even reputational reasons; it is an essential aspect of what is required to build a safe and welcoming space at St John's.

In Lent we also held a series of Lectio Divina group sessions via Zoom in partnership with our Churches Together friends, particularly the people of St Michael's, Sheerwater.

2022 was also the year that saw the return of our Summer and Christmas fairs. These were both extremely successful occasions. This was partly because both raised record amounts of money but more, for me, because they enabled a real community celebration and strengthened valuable relationships with those beyond our congregation. A lot of people worked hard on those events but what an achievement for Bridget who led on both of them!

Emma Mason left her role as Families and Children's Coordinator at the end of October. Emma did so much to build relationships with our schools and to engage with families and young people in a variety of ways, so her departure left quite a hole to fill. We have responded well I think, with a well-attended and well-received Christingle service in November. The crib service was a particular challenge to manage without Emma but we found a way, working with friends from All Saints' New Haw, and had excellent numbers and good feedback for our journey to Bethlehem with Tobit and Judith. We have also maintained our relationship with West Byfleet Junior School, especially through the school carol services and the involvement of the school with the community fridge project. Numbers at the Baby and Toddler group have risen encouragingly. It continues to be a challenge to find sufficient volunteers to support this group and

JAM. We chose not to recruit a direct replacement for Emma but to spend some time working out how best to develop and resource this work in the future. Watch this space.

One of the things that pleased me most in 2022 was to see Maddie Mason confirmed at the Cathedral in April and then to host a confirmation ourselves in December at which we had three candidates. As we drew to the end of the year there were plenty of reasons to feel encouraged. Attendance at our Christmas services was excellent. Our numbers were rising and the trend has continued into 2023. We are seeing new faces and several families with children. This is at least in part because our services are well-planned and led: we are lucky, blessed, to possess such a good team of readers, intercessors, musicians, choir and ministers.

I wish to stress again how grateful I am to be working with such an excellent team including wardens, lay and ordained ministers, administrator, sacristan, PCC members and officers, pastoral assistants, BAG led by Terry, SEAG led by Harry, music director and choir, and the individuals who fill rotas or more informally carry out valuable work in and beyond the church. It is crucial that we continue to understand that we are in this together and that the work is given to all of us by God.

During 2022 year we were sad to say a final farewell to Doug Atkinson and Shirley Palmer.
May they rest in peace and rise in glory.

Worship and Prayer
The Parochial Church Council (PCC), in partnership with the Vicar and Ministry Team, endeavours to offer services of worship which are open to all, and which enable everyone attending to enter into, and express, worship as fully as possible.

The number of worshippers at our services was for some time lower than before the pandemic, but are now rising. At the time of writing we have between 60 and 70 or more at the Sunday 10.00am Eucharist, around 7-8 at most Sunday 8.00am Eucharists, and between 8 and 15 at the Wednesday Eucharist.
Our pattern continues to centre on eucharistic worship, with all Sunday 10.00am services eucharistic, with the exception of Harvest, Remembrance and Mothering Sunday which are designated "Community" services. Sunday mornings on the second Sunday of the month are designated "Family Eucharists" with a standard eucharistic structure combined with content more suitable for families and children. We were not quite satisfied with our first family eucharists and took a break, restoring them in mid-2022 and the current services seem to work better.

We continue with evening services on the first Sunday of the month and have added a different kind of service on the third Sunday. This is entitled Talk, Think, Pray; we discuss a topic chosen usually by those present, keep silence and end with Celtic Evening Prayer or Compline. It is aimed at those who seek a more reflective and discursive engagement with Christian thought. The variety of these services adds greatly to our life and witness. We continue to think about other ways we can offer different opportunities for worship to the wider community at other times of the week. We need to be creative and offer something new as well as the traditional and formal style of Sunday mornings. As an example, we are committed to offering regular, termly services for families and children on Sunday afternoons at 4.00pm, combined with tea. The first service, a Christingle, was extremely well-attended and encouraging.

Morning prayer takes place on Mondays at 9.30 am and is shared with Our Lady RC Church every second Monday of the month.

Pastoral Care

The Pastoral Care Team is made up of three fully trained and experienced Pastoral Assistants and a selected few Pastoral Visitors. The Pastoral Visitors very kindly assist them in their tasks, often working on long term frailty within the congregation. This team along with the Priest in Charge – Keith Elford and Di Manthorpe LLM has met regularly during the year to review its work both with members of our congregation and within the parish as a whole.

All Pastoral Assistants and those assisting them are up to date with all necessary Safeguarding Training.

Baptism families are still prepared by one of our PAs and we are pleased to report that several of these families are now regular worshippers with us.

During this year a new nursing home, Charrington Manor, has opened in the parish. We have already made good contacts with them and are just beginning to provide regular monthly Communion Services at the home. We are also about to return to Oakcroft, another nursing home in the parish, following covid. However we have not returned to West Hall or Stoop Court for regular services. We do and have offered "end of life" prayer in all four homes.

One of our Pastoral Assistants continues to act as a tutor on the Pastoral Visitors Course for the Diocese.

Geoff Jones continues to act as Pastoral lead in the parish, working directly with the Priest in Charge and the Safeguarding Officer.

Mission and Evangelism

We aim to be clear and intentional in reaching out to the parish with the Good News of Jesus Christ.

Besides our regular worship, extra people came to St John's for such occasions as baptisms and funerals. Attendance at Remembrance and Christmas services was excellent. The Summer and Christmas Fairs and the Christmas Traditions Festival attracted large numbers of visitors. Regular activities such as Baby and Toddler Group, Pain Support Group and New Horizons (a social group for the over 55s) have re-started and flourish. Communication with the wider community continues to be critical. This is enacted through provision of on line recordings of our services, videos by the priest-in-charge, Spotlight magazine, increased on- site signage, our website and Facebook page.

We are pleased to see more families and children at our Sunday 10.00am service and to have had four younger people confirmed in 2022.

The diocesan mission enabler allotted to us has challenged us to be more deliberate in our outreach and to consider going to people as well as inviting them here. We will consider what that might mean and how we might do it in the coming months.

Voluntary Work at St. John's

This year has been another challenging one and the church would not have been able to continue in its ministry without the dedication of members of the congregation giving their time freely and with love. The PCC would like to thank all the volunteers who work so hard to make our church lively and vibrant, and to name people individually would be impossible. However, the volunteers cover all aspects of church life from the Spiritual to the practical – recording services, delivering CDs, welcoming, cleaning, flowers, catering, buildings maintenance and social teams to name a few. In addition to the benefit to the church, everyone who takes part in these activities has a sense of belonging and achievement.

'Volunteers' is an accepted term. However, it is helpful to note that in Christian churches, unpaid work is frequently an act of loving service and, at St John's, supports our desire to welcome, worship and serve.

Church Centre Complex
Churchwarden's report on the Church Building and Fabric
With the corona virus pandemic restrictions lifting during 2022, we were able to gradually return to our normal pattern of public worship. Changes were introduced slowly, for example seating distances, to ensure that our congregation could become re-accustomed to being together in closer proximity.
The exterior and interior of the Church have continued to be maintained in very good order during 2022. This has been due, in no small part, to the continued commitment and skill of volunteers from the Building Action Group (BAG) and the Cleaning Team. Our sincere thanks go to these two teams who continue to give freely of their time, energy and expertise. The Flower Team have been able to provide regular floral arrangements and we remain indebted to them for their creative skills in producing beautiful arrangements during the last year. We are also very grateful for the renewed commitment from our Sides people team, who ensure that the Church is a welcoming place for visitors and regular members of the congregation.
The church grounds have continued to be regularly maintained to a good standard through the committed efforts of Daniel Jackson, who freely gives of his time to ensure that the Church grounds offer a sanctuary of outdoor space for any in the community. We have also been immensely grateful for the contribution by Agnieszka who again cleared the autumn leaves.
Alongside the regular maintenance of the church building during 2022, we also carried out the renovation of the Narthex, removing redundant furniture and other items to make the space feel more open and welcoming. We have been discussing a potential new lighting solution for the Narthex, with more on this to follow in 2023. Planned works for 2023 include adding WiFi, budget permitting.

Cornerstone Centre
The Cornerstone Centre bookings increased versus the previous year, and have started to slowly return to pre-pandemic levels. Whilst this has been a welcome return of income, the monies have been offset by higher heating and electricity costs across Cornerstone and the church building. The Langsmead room, which was a good source of income, has remained vacant during 2022, despite working with an agent and advertising the space in Spotlight and with a banner outside the building.
As part of the Strategy the blinds were replaced in Cornerstone during 2022, and they have really improved the look/feel of the hall. Further planned works, including: improving the acoustics and re- fitting the kitchen will be priorities for 2023. It is hoped these improvements will make the Cornerstone Centre a more appealing venue and improve bookings further.
Following a couple of accidents the stairs and doorway into the Dora Honor room have been closed off. We procured a contractor, with a long lead time, to resolve the issue with the stairs, however they withdrew at late notice. Until a new contractor can be found we continue to use the side door for access to the Dora Honor room.
Following a review of the contracted cleaning company for the Cornerstone Centre, we have terminated the contract and employed a part-time cleaner. Not only has this improved the quality of the cleaning, it has also reduced our costs by 50%.

Deanery Synod
St John's is entitled to 3 lay representatives on Woking Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Safeguarding

Safeguarding vulnerable adults and children

Over the last year St John's has slowly re-established the majority of its groups and activities.
The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Training on Safeguarding

Chris Adamson has taken on the role of Safeguarding Training Co-ordinator and is contacting all requiring safeguarding training and refresher courses to explain the courses that they need to complete, alerting them to renewal dates and recording the dates and courses of all safeguarding training completed.

Incidents

In addition to adhoc advice on safeguarding there have been 2 instances which involved the PSO this year. One was referred to the Diocesan team for advice.

Communication

A report on our Safeguarding activities is provided to all PCC meetings. On July 11th, the PCC reviewed and adopted the House of Bishops' Safeguarding Policy together with the supporting safeguarding practice guidance and signed the Statement of Safeguarding Policy: this is displayed in the church and on our website.
Our website and our notice boards include policies, contact details and information on keeping adults and children safe.

PCC Actions

The church had a focus on safeguarding during Lent. It was discussed at services on the 6th and the 13th March 2022. At both services there was an invited speaker: on the 6th the CEO at Your Sanctuary who spoke about domestic abuse, and on the 13th, the Diocesan Safeguarding Manager.

Safeguarding Dashboard

The Church of England requires churches to assess their actions to ensure safeguarding with a Safeguarding Dashboard. The Church of England's safeguarding policy statement, Promoting a Safer Church, says: "All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."
Our Dashboard is completed by several nominated people at St Johns, including the churchwardens, vicar and members of the safeguarding team. It gives a broad picture of all that is in place in the church as well as those areas that require further action. There are three levels of the Safeguarding Dashboard: St John's is at Level 2. In order to reach Level 3 we need to complete further work on:
a) Following Safer Recruitment when appointing volunteer roles
b) Support and information on the activities being run under St John's name
c) Provide further information on the learning and development of all those requiring safeguarding training.

Financial Review

In 2022 expenditure exceed income by £44,764. This result has reduced the general reserve to £56,002.

Incoming and Outgoing resources.

The total income in 2022 was £126,471, an increase of 2.5% over 2021 but still 18.3% below 2019 levels. This includes investment income of £6,797 which is re-invested for future requirements. The Financial Report gives a breakdown of these amounts.
Planned giving through envelopes, banker's orders, the Parish Giving Scheme and the related income tax recovery continued to fall and was 9% less than in 2021 and 23% lower than pre-pandemic levels in 2019. Income from the Cornerstone Centre, events and similar fund-raising activities increased from £26,388 in 2021 to £41,644 this year and is almost back to pre-pandemic levels. Both the summer fair and the Christmas fair generated record amounts.
The market value of investments at 31st December 2022 was £203,771 including cash held of £2,636. The investments are viewed as long term investments and are liable to short term volatility. Losses on investments in 2022 amounted to £32,144, compered with gains of £21,226 the previous year. During the year £17,500 was withdrawn from our investments with Brewin Dolphin to help fund day to day costs. The total withdrawal to date is £207,000.

Expenditure
The total expenditure in 2022 was £139,092, 5.8% higher than in 2021.
Our largest expenditure is the amount paid to the diocese for our share of all churches' parish ministry costs. This amount covers housing, stipend and pension costs of clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This amounted to £63,264 in 2022. This amount includes a reduction of approximately £20,000 to recognise the fact that we have a part-time incumbent.

Staff Costs.
The PCC employs a Parish Co-Ordinator, who assists with the administration of the parish, and also acts as the Publicity Officer. Our Children's and Families Co-ordinator left on 31 October 2022 and has not been replaced at the present time. Since September 2022 we have employed a part time cleaner for the Cornerstone Centre rather than using external cleaners. Further details are provided in the notes to the accounts.

Trustee payments and expenses.
The PCC meets the associated costs of having a clergy presence in the parish.
Reimbursement of expenses of office (travel, hospitality, telephone, postage and broadband costs) amounting to £1,280 were paid in the year. The vicarage is currently rented. The rental income is received by the diocese.

Payments to PCC members and to persons related to or connected to the trustees are given in note 4b.

Reserves Policy
The reserves policy is regularly reviewed by the Finance Group.
Reserves are held to support the current and future activities of St Johns'. Total reserves amount to £189,069 including £133,067 held in Designated Funds.
The principle reason for maintaining reserves is to provide for:
a) £133,067 in respect of the short and long term maintenance needs of the St John's estate, comprising the church building itself, associated plant including the organ, and the attached Cornerstone Centre. The maintenance needs are assessed by the architect and churchwardens during regular inspections, but particularly following the quinquennial cycle;
b) The PCC policy is to maintain approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations. This amounts to approximately £59,000. The total of the

unrestricted general fund reserve was £56,002.This amounts to 95% of the required amount. The income versus expenditure will continue to be regularly monitored by the Treasurer, the PCC and Finance Group are aware of the deteriorating financial position.

Investment policy
The reserves are held in a nominee account managed by Brewin Dolphin. Reports are sent to the trustees every three months, and an annual meeting is held with Brewin Dolphin to discuss progress of the investments against the agreed benchmark (APCIMS Balanced; a benchmark that is classified as 'diversified risk' with an emphasis on both income and growth

Structure and Governance
The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity. The method of appointment of PCC members set out in the Church Representation Rules. All who attend our services and/or are members of the congregation 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.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent; it met seven times during the year with an average level of over 80% attendance. The PCC operates through a number of committees and action groups, which meet between the full meetings of the Council; reports from these are issued to PCC members and held with the PCC minutes.

Standing, Property and Finance Committee:
The Standing Committee is required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Committee oversees the general financial dimension of the work of the PCC, monitoring income and expenditure and maintaining the appropriate financial controls. It attends to the maintenance and necessary repair of church properties and plant.

Finance Group
This group regularly reviews financial matters, including budgets, forecasts and investments, and advises the PCC accordingly.

Action Groups:
Buildings Action Group and the Social and Events Action Group

Administrative Information
St. John's Church is situated on Camphill Road, West Byfleet. It is part of the Diocese of Guildford within the Church of England. The correspondence address is St. John the Baptist Church, Camphill Road, West Byfleet KT14 6EH. The registered charity number is 1149648

Incumbent:	Revd Keith Elford
Churchwardens:	Mrs Jenny Blamey Mr Ian Church
Licenced Clergy with permission to officiate	Revd Clive Kirk Revd Jean Robinson

Licenced Lay Minister *With permission to officiate*	Mrs Di Manthorpe
Licensed Lay Minister	Ms Rosalind Cyphus
Representatives on the Deanery Synod:	Mrs Jenny Blamey Ms Rosalind Cyphus

Elected members since 2021 – Grace Gray, Harry Grimshaw, Amanda Hodson

Elected members since 2022 - Chris Adamson, Richard Cartledge, Denise Evans

Other elected members - Geoff Jones was elected for a 2 year period in 2021; Ian Church had been an elected member in 2020 but became churchwarden (2021), hence becoming ex officio thus creating a 2 year vacancy. In addition, there were two, one year casual vacancies due to the retirement of PCC members elected in 2020; these vacancies were filled by Angie Dedman and Gill Ayton-Smith.

PCC Officers and Appointments for year 2022-2023

Chair of PCC:	Revd Keith Elford
Lay Vice Chair of PCC:	Mrs Jenny Blamey
PCC Secretary	Mrs Amanda Hodson
PCC Treasurer	Mr John Dedman
Safeguarding Officer	Mrs Jo Pritchard
Electoral Roll Officer	Mrs Angie Dedman
Independent Examiner	Mr Steve Brentnall

Signed on behalf of the PCC

K A 26/03/2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
St. John the Baptist Church Parochial Church Council [Registered Charity No. 1149648]

I report on the accounts of St. John the Baptist Church, West Byfleet for the year ended 31st December 2022 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church'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.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 you as trustees concerning any 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 those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed by :-
Steve Brentnall FCIE
I Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

Date: 24th March 2023

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income and Endowments					
Donations and legacies	2a	72,466	3,586	76,052	88,988
Charitable Activities	2b	1,978	0	1,978	1,266
Other Trading Activities	2c	41,644	0	41,644	26,388
Investments	2d	6,797	0	6,797	6,772
TOTAL		122,885	3,586	126,471	123,414
Expenditure					
Raising funds	3a	3,225	0	3,225	1,791
Charitable Activities	3b	131,485	4,382	135,867	129,690
TOTAL		134,710	4,382	139,092	131,481
Net (losses) / gains on investments	3c	(32,144)	0	(32,144)	21,226
Net (expenditure) / income		(43,969)	(795)	(44,764)	13,159
Transfers between funds	11	0	0	0	0
Other recognised gains/(losses):					
Losses on revaluation of fixed assets		0	0	0	0
Other gains/(losses)		0	0	0	0
Net Movements in Funds		(43,969)	(795)	(44,764)	13,159
Reconciliation of funds					
Total funds brought forward	12	233,038	16,548	249,586	236,427
Total funds carried forward		189,069	15,753	204,822	249,586

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

BALANCE SHEET AS AT 31ST DECEMBER 2022

	Total Funds 2022 £	Total Funds 2021 £	Further details
Fixed Assets			
Investments	201,134	239,032	5
Total Fixed Assets	201,134	239,032	
Current Assets			
Debtors	1,620	4,119	6
Cash at bank and in hand	13,850	21,695	
Total Current Assets	15,470	25,814	
Current Liabilities			
Creditors : Amounts falling due within one year	(11,782)	(15,260)	7
Net Current Assets or (Liabilities)	3,688	10,554	
Total Assets less Current Liabilities	204,822	249,586	
Net asset or liabilities excluding pension asset or liability	204,822	249,586	
Total net assets	204,822	249,586	
Funds			
Restricted income funds	15,753	16,548	9
Unrestricted funds	189,069	233,038	9
Total charity funds	204,822	249,586	10

This Financial report for the year ended 31st December 2022, including the notes following, was approved by the Parochial Church Council and signed on its behalf by :-

K.A. [illegible]

..... (Chair)

J A [illegible]

..... (Treasurer)

Date 26/03/2023

The notes on pages 13 to 18 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST
WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

The financial statements have been prepared under the historic cost convention as modified by inclusion of investments 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Incoming Resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Dividends are reinvested in the investment and accounted for at the year end. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is paid over monthly and accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

Equipment used within the Church premises would normally be depreciated on a straight line basis over four years. Our policy is to write individual items of equipment off when the asset is acquired

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
2a Donations and Legacies				
Giving	42,448	0	42,448	45,343
Tax Recoverable	12,754	0	12,754	15,603
Cash Collections	3,639	0	3,639	3,133
Donations	13,625	3,586	17,211	24,909
	72,466	3,586	76,052	88,988
2b Charitable Activities				
PCC Fees etc.	1,978	0	1,978	1,266
	1,978	0	1,978	1,266
2c Other Trading Activities				
Rent	29,361	0	29,361	20,757
Hire of Church	1,517	0	1,517	369
Events	10,310	0	10,310	4,938
Sundry	456	0	456	324
	41,644	0	41,644	26,388
Dividends - Brewin Dolphin	6,797	0	6,797	6,772
	6,797	0	6,797	6,772
Total Incoming Resources	**122,885**	**3,586**	**126,471**	**123,414**

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
3a Raising Funds				
Investment Management Costs	2,185	0	2,185	1,517
Events Costs	1,040	0	1,040	274
	3,225	0	3,225	1,791
3b Charitable Activities				
Poppy Appeal	211	0	211	146
Overseas aid	1,164	0	1,164	0
Home Mission	219	0	219	0
Parish Share	63,264	0	63,264	60,283
Curacy	0	0	0	46
Ministry	12,367	0	12,367	12,655
Worship	0	0	0	50
Running Costs	15,060	0	15,060	11,418
Insurance	6,467	0	6,467	6,106
Cemeteries Running Costs	15,020	0	15,020	19,516
Maintenance & Replacements	2,378	0	2,378	2,512
Vicarage	0	0	0	871
Church Grounds	0	0	0	709
Music, Organists, Choir	9,436	0	9,436	9,183
Organ & Piano	1,207	0	1,207	851
Other	963	4,382	5,345	2,679
Printing & Stationery	2,944	0	2,944	1,915
Independent Examination	785	0	785	750
Total Resources Used	**131,485**	**4,382**	**135,867**	**129,690**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
3c Net (losses) / gains on investments				
On disposal	(11,344)	0	(11,344)	(161)
On revaluation	(20,800)	0	(20,800)	21,387
	(32,144)	0	(32,144)	21,226

4(a) STAFF COSTS

	2022 £	2021 £
Wages and salaries	17,453	17,375
Social security costs	0	0
Defined contribution pension costs	118	149
	17,571	17,524
	Number	Number
The average number of employees during the year was	2	2

During the year the PCC employed a parish co-ordinator and publicity officer, a children and families coordinator and a cleaner for the Cornerstone Centre. All positions were part time.

4(b) PAYMENTS TO PCC MEMBERS

As the parish organist, Mr I Church, who is also a PCC member was paid £8,153 during the year (2021 £8,153). Mr Church also received £819 (2021 £550) for playing at weddings and funerals during the year.

Mr Mark Cyphus, who is the brother of a PCC member was paid £710 (2021 £500) for playing at services during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5. FIXED ASSETS

Investments

Investments with Brewin Dolphin

	2022 £	2021 £
Market Value at 1st January 2022	239,032	256,575
Disposals	(58,066)	(101,364)
Purchases at cost	52,312	62,595
Net (losses) / gains on disposal	(11,344)	(161)
Net gains on revaluation	(20,800)	21,387
Market Value at 31st December 2022	201,134	239,032

6. CURRENT ASSETS

	2022	2021
Debtors	£	£
Other debtors (unrestricted funds)	1,620	4,119
Prepayments	0	0
	1,620	4,119

7. Current Liabilities

	2022	2021
	£	£
Amounts falling due in one year		
(Unrestricted funds)		
Accruals and other costs	8,042	11,497
Other creditors	3,740	3,763
	11,782	15,260

8. Long Term Liabilities

There are no long term liabilities.

9. Funds

UNRESTRICTED FUNDS

	Balance 1st January 2022	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2022
	£	£	£	£	£	£
General Fund	100,771	122,885	(32,144)	(134,710)	(800)	56,002
Designated Long Term Maintenance	128,002					128,002
Designated Short Term Maintenance	865					865
Cornerstone redecoration	2,000				500	2,500
Replacement Chairs	1,400				300	1,700
Total Unrestricted Funds	233,038	122,885	(32,144)	(134,710)	0	189,069

RESTRICTED FUNDS

	Balance 1st January 2022	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2022
	£	£	£	£	£	£
Organ Training Fund	864	0		(160)		704
Organ Fund	4,968	198		0		5,166
Youth Fellowship Fund	93	0		0		93
Choir fund	5,312	517		(1,863)		3,966
Flower Fund	559	476		(837)		199
Crisis	15					15
Christmas Lunch	666			0		666
Choir scholarship fund	1,109			(630)		479
New piano fund	2,912	484				3,396
Ukrainian Group	0	500		(73)		427
Others	50	1,411		(819)	0	642
Total Restricted Funds	16,548	3,586	0	(4,382)	0	15,753
Total Funds	249,586	126,471	(32,144)	(139,092)	0	204,822

10. Analysis of Net Assets by Fund

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Investment Assets	185,382	15,753	201,134	239,032
Current Assets	15,470	0	15,470	25,814
Current Liabilities	(11,782)	0	(11,782)	(15,260)
Long Term Liabilities	0	0	0	0
	189,070	15,753	204,822	249,586

11. Transfers between funds

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
General Fund	(800)	0	(800)	(800)
Cornerstone redecoration	500	0	500	500
Replacement Chairs	300	0	300	300
Total	0	0	0	0

12. Comparatives for the statement of financial activities.

	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£
Income and Endowments			
Donations and legacies	85,596	3,392	88,988
Charitable Activities	1,266	0	1,266
Other Trading Activities	26,388	0	26,388
Investments	6,772	0	6,772
Other	0	0	0
TOTAL	120,022	3,392	123,414
Expenditure			
Raising funds	1,791	0	1,791
Charitable Activities	127,762	1,928	129,690
Other expenditure	0	0	0
TOTAL	129,553	1,928	131,481
Net gains/(losses) on investments	21,226	0	21,226
Net income/(expenditure)	11,695	1,464	13,159
Transfers between funds	0	0	0
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	**11,695**	**1,464**	**13,159**
Reconciliation of funds			
Total funds brought forward	221,343	[illegible]	[illegible]
Total funds carried forward	233,038	[illegible]	[illegible]

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST W

England & Wales - Charity number 1149648

Accounts

THE ECCLESIASTICAL PARISH OF ST. JOHN THE BAPTIST
WEST BYFLEET

REPORT AND ACCOUNTS
FOR THE YEAR
1st JANUARY 2021 TO 31st DECEMBER 2021

Registered Charity number 1149648

Trustees Annual Report
2021 Report and Accounts for the Parochial Church Council of St. John the Baptist Church, West Byfleet

Aim and Purpose
St. John's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Keith Elford, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibilities for the Church and Cornerstone Centre and acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the PCC has achieved this are provided in this report. The PCC confirms that it has paid due regard to the Charity Commission guidance on public benefit before deciding what activities it should undertake.

Objectives and activities
We have devoted considerable time in 2021 to the renewal of the vision and strategy for the parish. Our purpose is to walk the way of Life in Christ: living in God's abundance, centred on Christ and living that life in and for the world. We understand the world to be the arena of God's creative and redeeming activity.

As a moderately catholic, broad church, Church of England parish:
We value order, ritual, choral singing and, especially, the Eucharist, in our worship and the Word of God; that is, learning and preaching. We understand ourselves to be on a journey with the Holy Spirit through history in which truth is continually being revealed.
We are critical as well as faithful and we aim to be open to the world and its concerns and wisdom, and generous and compassionate in our outlook.

We aim to:
Welcome all-comers, help people find their way in.
Serve our parish, that is, its individuals and families and the common good.
Celebrate all that God gives us as a church and wider community.
Grow as a community of faith and love.
Engage with the world and its issues.
Share our faith in Christ

To facilitate all of this it is of course important that we maintain the fabric of the Church of St. John's and the Cornerstone Centre.

Achievements and Performance
A perspective from the Priest-in Charge.

2021 has been a year of recovery but also of planning and hoping for the future.

I was licensed as interim priest-in-charge of St John the Baptist, West Byfleet, on 1 February 2021. It was a quiet service with only a few present because we were still operating with severe restrictions because of the pandemic. Nevertheless it was an affecting and memorable occasion for me and Annabelle and I have been delighted to be at St John's ever since. I am, of course, only half-time, and I continue to combine my duties in the parish with theological teaching and consultancy work.

I was appointed with a specific brief: to help the parish recover both from difficulties associated with the lengthy illness of the previous incumbent and the pandemic, and to support the congregation in determining a new vision and strategy for the future.

In the early stages the focus was on managing ministry under severe restrictions: we did not hold services in person for the first two months of my incumbency. We continued to record services for broadcast via YouTube and Facebook and to make audio versions available for those without access to the internet. It was a great relief to be able to return to face-to-face worship on Palm Sunday and we have gradually restored other normal practices in the months since, including the 8.00am Sunday and Wednesday morning Eucharists as well as Sunday evening services once a month.

An early priority was to use the potential of social media to maintain contact with the parish and the congregation. I introduced a regular "thought and prayer for the day" video, shared via Facebook and YouTube, which started twice weekly, and later moved to once a week, produced by the ministry team on a rota. A series of evenings reading the journey of Jesus to Jerusalem as told by Mark, Lectio Divina style, were held via Zoom in Lent and these were both valuable in themselves and as a way of allowing me to get to know people. In all this we continued to be outshone by the extraordinary series of videos for children and families produced by Emma Mason and enjoyed by viewers all over the country as well as West Byfleet. Emma's work in the schools continues to play a vital role in our work in the West Byfleet community. Our challenge is to develop ways of reaching out to other groups, organisations and individuals in West Byfleet.

There have been many specific positive steps over the year. I was particularly happy to see JAM (Jesus and Me, our Sunday children's group) restarted in September. Over the year I sense that we have recovered a great deal of confidence and esprit de corps. We are aware, however, that the numbers of those available to carry out tasks at or for St John's is smaller than we would like and that not all our "members" have returned to church.

Another early priority was to clarify the roles of Ministry Team and PCC and to develop a way of working together that allowed us to maximise the capabilities possessed by our team, to build more assured and consultative leadership and to reset relationships. My own sense is that has largely been achieved. There have also been some changes in the team. Hazel Craig and Geoff Jones retired after long and exhausting stints as church wardens, notably through Covid and lockdown, and were replaced by Jen Blamey and Ian Church. Hazel has become sacristan and Geoff Jones leads the pastoral team (among many other things in both cases).

The process of developing a strategy for the future began after Easter. The PCC appointed a steering group. That group met four times in May and June to produce a hypothesis about the future. This was shared with, and, after some revisions, accepted by the PCC in July. The material was shared with the wider congregation in October and November, leading to further revisions and then formal approval by the PCC in January 2022. The three main planks of the strategy are:

- Engage with the community
- Provide more "routes" into church for members of the community, develop our capacity to draw people in
- Develop our own life

The immediate priorities agreed include:

- Research and relationship development with the wider community
- Start/restart small groups within St John's
- Develop the site
- Experiment with new offers to the community based at St John's.

The wardens and I are developing a plan to take this forward in practical terms.

In the autumn, the PCC and Ministry Team undertook the Living In Love and Faith course (LLF) – a national Church of England initiative – looking at how the church responds and welcomes people of all genders and sexualities. This will be rolled out to the congregation in 2022.

Towards the end of last year the wardens, archdeacon, bishops, PCC and I agreed that my appointment (initially for one year) should be extended to at least three years in order to prevent further disruption and allow us to develop the potential of the parish further before seeking a successor for me.

I wish to stress how grateful I am to be working with such an excellent team including wardens, lay and ordained ministers, administrator, sacristan, PCC members and officers, children and families co-ordinator, pastoral assistants, BAG led by Terry, SEAG led by Harry, music director and choir, and the individuals who fill rotas or more informally carry out valuable work in and beyond the church. It is crucial that we continue to understand that we are in this together and that the work is given to all of us by God.

Worship and Prayer

The Parochial Church Council (PCC), in partnership with the Vicar and Ministry Team, endeavours to offer services of worship which are open to all, and which enable everyone attending to enter into, and express, worship as fully as possible.

As stated above the story of the year has been of a gradual return to a more "normal" and in person pattern of services. From Palm Sunday onwards we have gradually reintroduced contributions from the choir, congregational singing, readers and intercessors from the congregation and the return of refreshments in Cornerstone after the service. Communion is still offered in one kind only, masks are recommended and seating is reduced with larger gaps between rows. Social distancing is now encouraged but not formally enforced.

The number of worshippers at our services is lower than before the pandemic. We have between 50 and 60 at the Sunday 10.00am Eucharist, around 5 or 6 at most Sunday 8.00am Eucharists, and between 8 and 15 at the Wednesday Eucharist. Numbers on Sunday at 10.00 and Wednesday are gradually increasing.

There have been some changes and innovations. The 10.00am Eucharist on Sundays now has a server in addition to the crucifer and a Gospel book is used for a regular Gospel procession, led by the crucifer. These were minor alterations, however, to existing practice.

More significantly, the Priest-in-Charge, Ministry Team and PCC decided early in the year to make all Sunday services at 10.00 Eucharistic, with the exception of Harvest, Remembrance and Mothering Sunday which would be designated "Community" services. Sunday mornings on the second Sunday of the month were designated "Family Eucharists" with a standard Eucharistic structure combined with content more

suitable for families and children. This has not been entirely successful: these services are not currently being held and the service/ approach for this Sunday is being revised.

We have also held Sunday evening services on a monthly basis since Easter. The variety of these services adds greatly to our life and witness. We will think about other ways we can offer different opportunities for worship to the wider community at other times of the week. We need to be creative and offer something new as well as the traditional and formal style of Sunday mornings.

In November we started what we intend to be a regular, termly "Spark" service for families and children on Sunday afternoons at 4.00pm, combined with tea. The first service, a Christingle, was extremely well-attended and encouraging.

Morning prayer now takes place on Mondays at 9.30 am and is shared with Our Lady RC Church every second Monday of the month.

Pastoral Care

As we continued to drift in and out of lockdowns and Covid restrictions the pastoral team maintained contact with all the congregation and in particular those most vulnerable.

The Pastoral Assistants have continued to meet and review the work that we have been doing with each of our clients.

All Pastoral Assistants are up to date with their training in particular regarding safeguarding, this includes those acting with us as Pastoral Visitors. One of which is about to embark on the Diocesan Pastoral Visitors Course, the funding of which has been agreed by the PCC. It is hoped that others will follow.

We have noticed that several of our ageing congregation are becoming frailer and we constantly assess where we can offer help and support. This includes contact with those who feel uncomfortable returning to church.

Baptism families are still prepared by one of our Pastoral Assistants and we are pleased to report that at least two of the families have become worshipers with us.

We have maintained contact with the care homes in the parish but have not been able to visit due to the restrictions other than for end of life prayers.

One of our Pastoral Assistants continues to act as a tutor for the Diocese.

During the year the Rev. Jean Robinson stepped down from the role of Pastoral Lead and that role has been undertaken by Geoff Jones. Jean will continue the supervision of the Pastoral Assistants and Pastoral Visitors.

Mission and Evangelism

We aim to be clear and intentional in reaching out to the parish with the Good News of Jesus Christ, but Covid-19 restrictions continue to have a huge impact on this aspect of church life.

Besides our regular worship, extra people came to St John's for such occasions as baptisms and funerals; Remembrance and Christmas services were ticketed. In previous years, the community had been involved in both the Summer and Christmas Fairs, but these were obviously not held in 2021. However, we were able to hold a Community Christmas Tree Festival which involved over 30 Community Groups and was visited by in excess of 600 people. Regular activities such as Baby and Toddler Group, Pain Support Group and New Horizons (a social group for the over 55's) have represented outreach opportunities, but again have been intermittent or cancelled.

Communication with the wider community has been critical this year and has continued through provision of on line services, our links with the schools, improving publicity, our website and Facebook page.

Our Children and Families Co-ordinator has a good relationship with the local Infant and Junior Schools and has continued to provide online resources for younger members of our community.

Voluntary Work at St. John's

This year has been another particularly challenging one and the church would not have been able to continue in its ministry without the dedication of members of the congregation giving their time freely and with love. The PCC would like to thank all the volunteers who work so hard to make our church lively and vibrant, even when the building has been closed, and to name people individually would be impossible. However, the volunteers cover all aspects of church life from the Spiritual to the practical – recording services, delivering CDs, welcoming, cleaning, flowers, catering, buildings maintenance and social teams to name a few. In addition to the benefit to the church, everyone who takes part in these activities has a sense of belonging and achievement.

'Volunteers' is an accepted term. However, it is helpful to note that in Christian churches, unpaid work is frequently an act of loving service and, at St John's, supports our desire to welcome, worship and serve.

Church Centre complex

Churchwardens' report on the Church Building and Fabric

The coronavirus pandemic continued through 2021, albeit with some easing of restrictions, which continued to limit some of our ability to return to our normal pattern of public worship. Despite these challenges we continued to ensure that the church building was accessible, safe and as comfortable as possible by:

- Removing rows of seats to open the distance between rows, whilst maintaining an appropriate capacity
- Purchasing a CO2 monitor to measure levels within the church
- Continuing to open windows and the roof vents to provide the appropriate ventilation throughout the church building
- Provision of ticketed services to control attendance numbers, particularly for Remembrance Sunday and the Christmas Period
- Hand sanitizer at entry points to the church building and during services, especially before Communion

The exterior and interior of the Church have continued to be maintained in very good order during 2021. This has been due, in no small part, to the continued commitment and skill of volunteers from the Building Action Group (BAG) and the Cleaning Team. Our sincere thanks go to these two teams who continue to give freely of their time, energy and expertise. The Flower Team have been able to provide for more regular floral arrangements as the Church was regularly open, and we remain indebted to them for their creative skills in producing beautiful arrangements during the last year. We are also very grateful for the renewed commitment from our Sides people team, who ensure that the Church is a welcoming place for visitors and regular members of the congregation.

The church grounds have continued to be regularly maintained to a good standard through the committed efforts of Daniel Jackson, who freely gives of his time to ensure that the Church grounds offer a sanctuary of outdoor space for any in the community. We have also been immensely grateful for the contribution by Agnieszka who cleared the autumn leaves last year, singlehanded.

Planned works for 2022 include, as part of the Strategy, a renewed focus on the outdoor space and the addition of a Prayer Tree, renovation of the Narthex, and the planned activities which fall under the QI for 2022.

Cornerstone Centre

The Cornerstone Centre continued to be affected by the coronavirus pandemic, and whilst bookings increased versus the previous year, they have not returned to pre-pandemic levels. This has had a material impact on our income. The Langsmead room has been a great source of income, with the rent paid in full for 2021. Unfortunately the company has decided not to renew their lease in 2022, which will further impact income.

As part of the Strategy, there are planned works for the Cornerstone Centre in 2022 and beyond, including: improving the acoustics, replacing the blinds, and re-fitting the kitchen. It is hoped these improvements will make the Cornerstone Centre a more appealing venue and improve bookings.

Deanery Synod

St John's is entitled to 2 lay representatives on Woking Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Safeguarding

Safeguarding vulnerable adults and children

Over the last year St John's has slowly returned to regular worship whilst taking sensible precautions to reduce the risk of acquiring Covid. Therefore, we have only gradually returned to activities which require regular assessment of the risks to children and vulnerable adults.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Training on safeguarding

An ongoing focus is to make sure that all those in paid and volunteer roles at St John's are as well trained and supported as possible about the safeguarding of children and vulnerable adults. We aim to make this a safe church for all.

One of the outcomes of the pandemic is that virtually all safeguarding training is now provided via online courses or via Zoom. This has meant that many people overdue for refresher training have now been able to complete updates. The only area where there is still a significant gap in training is in Awareness of Domestic Abuse. This is in part because the Church of England has changed the requirements for safeguarding training for several roles, including for PCC Trustees.

My thanks to those who have responded to the requests that they undertake appropriate training, despite all their other commitments. They are almost all in volunteer roles and this additional time commitment is much appreciated.

Incidents

There have been no incidents which have involved the PSO this year.

Communication

A report on our Safeguarding activities is provided to all PCC meetings. On 16th May 2021, the first meeting after the APCC, the PCC reviewed and adopted the House of Bishops' Safeguarding Policy together with the supporting safeguarding practice guidance and signed the Statement of Safeguarding Policy: this is displayed in the church and on our website. Our website and our notice boards include policies, contact details and information on keeping adults and children safe.

Safeguarding Dashboard
The Church of England has replaced an annual self completed Safeguarding Audit with a Safeguarding Dashboard. This can be completed by several nominated people at St Johns and gives a broader picture of all that is in place in the church as well as those areas that require further action. There are three levels of the Safeguarding Dashboard: St John's is at Level 2. In order to reach Level 3 we need to complete further work on :

- Following Safer Recruitment when appointing volunteer roles
- Support and information on the activities being run under St John's name
- Pro-active Prevention

Transfer of Responsibility to Inform the Charities Commission.
On the 8th November 2021 the PCC voted to Transfer the Responsibility to Inform the Charities Commission of any Serious Safeguarding Incidents to the Diocesan Safeguarding Advisor.

Financial Review
The Covid-19 pandemic has continued to have a material impact on our finances.

Incoming and Outgoing resources.
The total receipts in 2021 on general unrestricted funds received were £120,022 and are detailed in the Financial Report.

Planned giving through envelopes, banker's orders, the Parish Giving Scheme and the related income tax recovery decreased by 4% compared with 2020 and was 15% lower when compared with the pre-pandemic levels in 2019.

Income from the Cornerstone Centre, events and similar fund-raising activities increased from £16,693 in 2020 to £26,388 this year but is still 41% lower than 2019 where this source of income generated £44,462.

The total income in 2021 was £123,414, a decrease of 9.8% over 2020 and 20.3% below 2019 levels. This includes investment income of £6,772 which is re-invested for future requirements. We were fortunate to receive some very generous one-off donations during the year. Donations in 2021 in respect of unrestricted and restricted funds came to £24,909.

During the year £45,000 was withdrawn from our investments with Brewin Dolphin. The total withdrawal to date is £189,500.

The market value of investments at 31st December 2021 was £248,802 including cash held of £9,770. The investments are viewed as long term investments and are liable to short term volatility.

Expenditure
The total expenditure in 2021 was £131,481. The 2020 comparative of £183,062 includes the loss on disposal of 4 Mayfield Gardens and the expenditure on upgrading the lighting in the Church which was

funded by a donation. Excluding these one-off items, regular expenditure was 20% higher than in 2020. This increase is solely the result of the higher level of Parish Share paid in 2021 which is referred to below.

In a normal year, our largest expenditure is the amount paid to the diocese for our share of all churches' parish ministry costs. This amount covers housing, stipend and pension costs of the clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. Following discussions with the Diocese, we agreed to pay £60,283 in 2021 - which includes a reduction (from £84,060) for our part-time incumbent. There were also discussions with the Diocese about repaying outstanding Parish Share payments in instalments over several years, but to date neither the mechanism, nor the actual amount outstanding have been agreed.

Staff Costs.
The PCC pays for a Parish Co-Ordinator, who assists with the administration of the parish, and also acts as the Publicity Officer and for a Children's and Families Co-ordinator as specified within the Parish Development Plan.

Trustee payments and expenses.
The PCC also meets associated costs of having a clergy presence in the parish. Reimbursement of expenses of office (travel, hospitality, telephone, postage and broadband costs) amounting to £721 were paid in the year. The vicarage is currently rented. The rental income is received by the diocese.

Payments to PCC members and to persons related to or connected to the trustees are given in note 4b.

Reserves Policy
The reserves policy is regularly reviewed by the Finance Group.

Reserves are held to support the current and future activities of St Johns'. Total reserves amount to £233,038 including £132,267 held in Designated Funds.

The principle reason for maintaining reserves is to provide for:

- £132,267 in respect of the short and long term maintenance needs of the St John's estate, comprising the church building itself, associated plant including the organ, and the attached Cornerstone Centre. The maintenance needs are assessed by the architect and churchwardens during regular inspections, but particularly following the quinquennial cycle;
- The total of unrestricted general fund reserve was £100,771. The PCC policy is to maintain approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations. This amounts to approximately £59,000. The income versus expenditure is regularly monitored by the Treasurer, the PCC and Finance Group. The budget for 2022 indicates that expenditure is likely to exceed income in that year. As a result, the additional £42,000 held at the year-end is likely to be needed over the next twelve months. The Reserves Policy has therefore been met.

Investment policy
The reserves are held in a nominee account managed by Brewin Dolphin. Reports are sent to the trustees every three months, and an annual meeting is held with Brewin Dolphin to discuss progress of the investments against the agreed benchmark (APCIMS Balanced; a benchmark that is classified as 'diversified risk' with an emphasis on both income and growth return).

Structure and Governance
The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity. The method of appointment of PCC members set out in the Church Representation Rules. All who attend our services and/or are members of the congregation 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.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent; it met seven times during the year with an average level of over 80% attendance. The PCC operates through a number of committees and action groups, which meet between the full meetings of the Council; reports from these are issued to PCC members and held with the PCC minutes.

Standing, Property and Finance Committee:
The Standing Committee is required by law. It has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Committee oversees the general financial dimension of the work of the PCC, monitoring income and expenditure and maintaining the appropriate financial controls. It attends to the maintenance and necessary repair of church properties and plant.

Finance Group
This group regularly reviews financial matters, including budgets, forecasts and investments, and advises the PCC accordingly.

Action Groups:
Buildings Action Group and the Social and Events Action Group

Administrative Information
St. John's Church is situated on Camphill Road, West Byfleet. It is part of the Diocese of Guildford within the Church of England. The correspondence address is St. John the Baptist Church, Camphill Road, West Byfleet KT14 6EH. The registered charity number is 1149648

Incumbent:	Revd Keith Elford
Churchwardens:	Mrs Jenny Blamey Mr Ian Church
Licenced Clergy *with permission to officiate*	Revd Clive Kirk Revd Jean Robinson
Licenced Lay Minister *With permission to officiate*	Mrs Di Manthorpe
Licensed Lay Minister	Ms Rosalind Cyphus
Representatives on the Deanery Synod:	Ms Rosalind Cyphus (also Diocesan Synod until August 2021) Mrs Jenny Blamey

Elected Members since 2019 – Angie Dedman, Dave Roberts, Jo Pritchard

Elected members since 2020 – Janet Rickards, Craig Rickards

Elected members since 2021 – Grace Gray, Harry Grimshaw, Amanda Hodson

Geoff Jones was elected for a 2 year period in 2021; Ian Church had been an elected member in 2020 but became churchwarden (2021), hence becoming ex officio thus creating a 2 year vacancy

PCC Officers and Appointments for year 2021-2022

Chair of PCC:	Revd Keith Elford
Lay Vice Chair of PCC:	Mrs Jenny Blamey
PCC Secretary	Mrs Amanda Hodson
PCC Treasurer	Mr John Dedman
Safeguarding Officer	Mrs Jo Pritchard
Electoral Roll Officer	Mrs Angie Dedman
Independent Examiner	Mr Steve Brentnall

Signed on behalf of the PCC:-

K.A. Elford ..... Revd K Elford

Date: 10/04/2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
St. John the Baptist Church Parochial Church Council [Registered Charity No. 1149648]

I report on the accounts of St. John the Baptist Church, West Byfleet for the year ended 31st December 2021 which are set out on pages 12 to 19.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church'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.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 you as trustees concerning any 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 those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

Signed by :- .....

Steve Brentnall FCIE
I Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

Date: 14th April 2022

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income and Endowments					
Donations and legacies	**2a**	85,596	3,392	88,988	110,294
Charitable Activities	**2b**	1,266	0	1,266	2,212
Other Trading Activities	**2c**	26,388	0	26,388	16,693
Investments	**2d**	6,772	0	6,772	7,693
TOTAL		120,022	3,392	123,414	136,892
Expenditure					
Raising funds	**3a**	1,791	0	1,791	1,421
Charitable Activities	**3b**	127,762	1,928	129,690	140,167
Other expenditure	**3c**	0	0	0	41,474
TOTAL		129,553	1,928	131,481	183,062
Net gains on investments	**3d**	21,226	0	21,226	5,242
Net income / (expenditure)		11,695	1,464	13,159	(40,928)
Transfers between funds	**11**	0	0	0	0
Other recognised gains/(losses):					
Losses on revaluation of fixed assets		0	0	0	0
Other gains/(losses)		0	0	0	0
Net Movements in Funds		**11,695**	**1,464**	**13,159**	**(40,928)**
Reconciliation of funds					
Total funds brought forward	**12**	221,343	15,084	236,427	277,355
Total funds carried forward		233,038	16,548	249,586	236,427

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET

BALANCE SHEET AS AT 31ST DECEMBER 2021

	Total Funds 2021 £	Total Funds 2020 £	Further details
Fixed Assets			
Property	0	0	5
Investments	239,032	256,575	5
Total Fixed Assets	239,032	256,575	
Current Assets			
Debtors	4,119	366,121	6
Cash at bank and in hand	21,695	13,212	
Total Current Assets	25,814	379,333	
Current Liabilities			
Creditors : Amounts falling due within one year	(15,260)	(399,481)	7
Net Current Assets or (Liabilities)	10,554	(20,148)	
Total Assets less Current Liabilities	249,586	236,427	
Long Term Liabilities			
Creditors : Amounts falling after due more than one year	0	0	8
Net asset or liabilities excluding pension asset or liability	249,586	236,427	
Total net assets	249,586	236,427	
Funds			
Restricted income funds	16,548	15,084	9
Unrestricted funds	233,038	221,343	9
Total charity funds	249,586	236,427	10

This Financial report for the year ended 31st December 2021, including the notes following, was approved by the Parochial Church Council and signed on its behalf by :-

K.A. K[illegible]. ..... (Chair)

J A [illegible] ..... (Treasurer)

Date 10/04/2022

The notes on pages 14 to 19 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST
WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

The financial statements have been prepared under the historic cost convention as modified by inclusion of investments 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Incoming Resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Dividends are reinvested in the investment and accounted for at the year end. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is paid over monthly and accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

Equipment used within the Church premises would normally be depreciated on a straight line basis over four years. Our policy is to write individual items of equipment off when the asset is acquired

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
2a Donations and Legacies				
Giving	45,343	0	45,343	50,049
Tax Recoverable	15,603	0	15,603	13,292
Cash Collections	3,133	0	3,133	3,721
Donations	21,517	3,392	24,909	37,144
Grants	0	0	0	5,516
Legacies	0	0	0	572
	85,596	3,392	88,988	110,294
2b Charitable Activities				
PCC Fees etc.	1,266	0	1,266	2,212
	1,266	0	1,266	2,212
2c Other Trading Activities				
Rent	20,757	0	20,757	15,732
Hire of Church	369	0	369	(25)
Events	4,938	0	4,938	833
Sundry	324	0	324	153
	26,388	0	26,388	16,693
Dividends - Brewin Dolphin	6,772	0	6,772	7,693
	6,772	0	6,772	7,693
Total Incoming Resources	**120,022**	**3,392**	**123,414**	**136,892**

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
3a Raising Funds				
Investment Management Costs	1,517	0	1,517	1,421
Events Costs	274	0	274	0
	1,791	0	1,791	1,421
3b Charitable Activities				
Poppy Appeal	146	0	146	0
Home Mission	0	0	0	247
Parish Share	60,283	0	60,283	38,345
Curacy	46	0	46	3,115
Interest on loan	0	0	0	4,955
Ministry	12,655	0	12,655	11,847
Worship	50	0	50	88
Running Costs	11,418	0	11,418	10,423
Insurance	6,106	0	6,106	5,947
Cornerstone Running Costs	19,516	0	19,516	8,999
Maintenance & Replacements	2,512	0	2,512	8,455
Vicarage	871	0	871	1,371
Church Grounds	709	0	709	696
Music, Organists, Choir	9,183	0	9,183	8,771
Organ & Piano	851	0	851	1,083
Other	751	1,928	2,679	33,422
Printing & Stationery	1,915	0	1,915	1,763
Sundries	0	0	0	0
Independent Examination	750	0	750	640
Total Resources Used	**127,762**	**1,928**	**129,690**	**140,167**

3c Other expenditure

The sale of the freehold property at 3 Mayfield Gardens resulted in a loss of £ 41,474 . This is calculated as:

	2021	2020
	£	£
Original purchase price	0	395,000
Fees re purchase capitalised	0	5,070
Agreed sale price	0	(365,000)
Fees re sale	0	6,404
Loss on sale	0	41,474

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
3d Net (losses) / gains on investments				
On disposal	(161)	0	(161)	220
On revaluation	21,387	0	21,387	5,022
	21,226	0	21,226	5,242

4(a) STAFF COSTS

	2021	2020
	£	£
Wages and salaries	17,375	17,477
Social security costs	0	0
Defined contribution pension costs	149	136
	17,524	17,613

	Number	Number
The average number of employees during the year was	2	2

During the year the PCC employed a parish co-ordinator and publicity officer and a children and families coordinator. Both positions were part time.

4(b) PAYMENTS TO PCC MEMBERS

As the parish organist, Mr I Church, who is also a PCC member was paid £8,153 during the year (2020 £8,153). Mr Church also received £550 (2019 £486) for playing at weddings and funerals during the year.

Mr Mark Cyphus, who is the brother of a PCC member was paid £500 (2019 £255) for playing at services during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5. FIXED ASSETS

Property - Curate's House	2021	2020
	£	£
At 1 January 2021	0	400,070
Disposal in the year	0	(400,070)
At 31st December 2021	0	0

The sale of the freehold property completed on 15 January 2021 for £365,000. As the offer to purchase was accepted in October 2020 the sale was treated as an adjusting event occurring after the year end in the 2020 accounts. The sale proceeds were included in debtors. Note 3c gives details of the disposal.

Investments

Investments with Brewin Dolphin

	2021	2020
	£	£
Market Value at 1st January 2021	256,575	249,761
Disposals	(101,364)	(46,185)
Purchases at cost	62,595	47,757
Net (losses) / gains on disposal	(161)	220
Net gains on revaluation	21,387	5,022
Market Value at 31st December 2021	239,032	256,575

6. CURRENT ASSETS

	2021	2020
Debtors	£	£
Sale of freehold property	0	365,000
Other debtors (unrestricted funds)	4,119	1,121
	4,119	366,121

7. Current Liabilities

	2021	2020
	£	£
Amounts falling due in one year (Unrestricted funds)		
Accruals and other costs	11,497	11,865
Mortgage	0	166,500
Loans	0	217,500
Other creditors	3,763	3,616
	15,260	399,481

The mortgage was repaid on 15 January 2021 when the property on which it was secured was sold.

The other loans were interest free and were repaid following the sale of the Curate's house.

8. Long Term Liabilities

There are no long term liabilities.

9. Funds

UNRESTRICTED FUNDS

	Balance 1st January 2021	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2021
	£	£	£	£	£	£
General Fund	89,876	120,022	21,226	(129,553)	(800)	100,771
Designated Long Term Maintenance	128,002					128,002
Designated Short Term Maintenance	865					865
Cornerstone redecoration	1,500				500	2,000
Replacement Chairs	1,100				300	1,400
Total Unrestricted Funds	221,343	120,022	21,226	(129,553)	0	233,038

RESTRICTED FUNDS

	Balance 1st January 2021	Incoming	Gains / (losses) on investments	Outgoing	Transfers	Balance 31st December 2021
	£	£	£	£	£	£
Organ Training Fund	864	0		0		864
Organ Fund	4,836	132		0		4,968
Youth Fellowship Fund	93	0		0		93
Choir fund	5,210	541		(611)	172	5,312
Flower Fund	1,115	557		(1,113)		559
Crisis	15					15
Christmas Lunch	666	0		0		666
Choir scholarship fund	1,109			0		1,109
New piano fund	750	2,162				2,912
Others	426			(204)	(172)	50
Total Restricted Funds	15,084	3,392	0	(1,928)	0	16,548
Total Funds	236,427	123,414	21,226	(131,481)	0	249,586

PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST, WEST BYFLEET
NOTES TO THE FINANCIAL STATEMENTS

10. Analysis of Net Assets by Fund

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Property	0	0	0	0
Investment Assets	222,484	16,548	239,032	256,575
Current Assets	25,814	0	25,814	379,333
Current Liabilities	(15,260)	0	(15,260)	(399,481)
Long Term Liabilities	0	0	0	0
	233,038	16,548	249,586	236,427

11. Transfers between funds

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
General Fund	(800)	0	(800)	(228)
Marie / legacy	0	0	0	(572)
Cornerstone redecoration	500	0	500	500
Replacement Chairs	300	0	300	300
Total	0	0	0	0

12. Comparatives for the statement of financial activities.

	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£
Income and Endowments			
Donations and legacies	76,616	33,678	110,294
Charitable Activities	2,212	0	2,212
Other Trading Activities	16,693	0	16,693
Investments	7,693	0	7,693
Other	0	0	0
TOTAL	103,214	33,678	136,892
Expenditure			
Raising funds	1,421	0	1,421
Charitable Activities	107,487	32,680	140,167
Other expenditure	41,474	0	41,474
TOTAL	150,382	32,680	183,062
Net gains/(losses) on investments	5,242	0	5,242
Net income/(expenditure)	(41,926)	998	(40,928)
Transfers between funds	0	0	0
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	**(41,926)**	**998**	**(40,928)**
Reconciliation of funds			
Total funds brought forward	262,697	14,658	277,355
Total funds carried forward	220,771	15,656	236,427