

**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, compared 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 Revd Clive Kirk
with permission to officiate 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 2021 – Grace Gray, Harry Grimshaw, Amanda Hodson

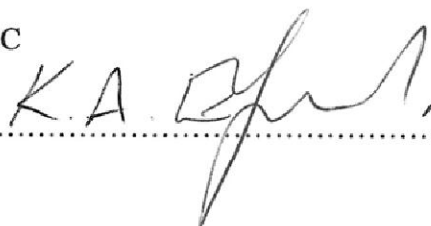
Elected members since 2022 - Chris Adamson, Richard Cartledge, Denise Evans

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



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: 24 March 2023

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

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31st December 2022

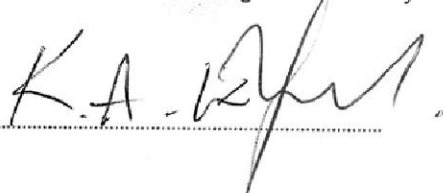
	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income and Endowments					
Donations and legacies	2a	72,466	3,586	76,052	88,988
Charitable Activities	2b	1,978	0	1,978	1,266
Other Trading Activities	2c	41,644	0	41,644	26,388
Investments	2d	6,797	0	6,797	6,772
TOTAL		<u>122,885</u>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

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



(Chair)



(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.

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

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
	<u>72,466</u>	<u>3,586</u>	<u>76,052</u>	<u>88,988</u>
2b Charitable Activities				
PCC Fees etc.	1,978	0	1,978	1,266
	<u>1,978</u>	<u>0</u>	<u>1,978</u>	<u>1,266</u>
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
	<u>41,644</u>	<u>0</u>	<u>41,644</u>	<u>26,388</u>
Dividends - Brewin Dolphin	6,797	0	6,797	6,772
	<u>6,797</u>	<u>0</u>	<u>6,797</u>	<u>6,772</u>
Total Incoming Resources	<u>122,885</u>	<u>3,586</u>	<u>126,471</u>	<u>123,414</u>

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

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
	<u>3,225</u>	<u>0</u>	<u>3,225</u>	<u>1,791</u>
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
Communications 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	<u>131,485</u>	<u>4,382</u>	<u>135,867</u>	<u>129,690</u>

	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
	<u>(32,144)</u>	<u>0</u>	<u>(32,144)</u>	<u>21,226</u>

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

4(a) STAFF COSTS

	2022 £	2021 £
Wages and salaries	17,453	17,375
Social security costs	0	0
Defined contribution pension costs	118	149
	<u>17,571</u>	<u>17,524</u>
	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 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	<u>201,134</u>	<u>239,032</u>

6. CURRENT ASSETS

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

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

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
	<u>11,782</u>	<u>15,260</u>

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	<u>233,038</u>	<u>122,885</u>	<u>(32,144)</u>	<u>(134,710)</u>	<u>0</u>	<u>189,069</u>

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	<u>16,548</u>	<u>3,586</u>	<u>0</u>	<u>(4,382)</u>	<u>0</u>	<u>15,753</u>
Total Funds	<u>249,586</u>	<u>126,471</u>	<u>(32,144)</u>	<u>(139,092)</u>	<u>0</u>	<u>204,822</u>

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 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
	<u>189,070</u>	<u>15,753</u>	<u>204,822</u>	<u>249,586</u>

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	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

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	<u>120,022</u>	<u>3,392</u>	<u>123,414</u>
Expenditure			
Raising funds	1,791	0	1,791
Charitable Activities	127,762	1,928	129,690
Other expenditure	0	0	0
TOTAL	<u>129,553</u>	<u>1,928</u>	<u>131,481</u>
Net gains/(losses) on investments	<u>21,226</u>	<u>0</u>	<u>21,226</u>
Net income/(expenditure)	<u>11,695</u>	<u>1,464</u>	<u>13,159</u>
Transfers between funds	<u>0</u>	<u>0</u>	<u>0</u>
Other recognised gains/(losses):			
Gains/(losses) on revaluation of fixed assets	0	0	0
Other gains/(losses)	0	0	0
Net Movements in Funds	<u>11,695</u>	<u>1,464</u>	<u>13,159</u>
Reconciliation of funds			
Total funds brought forward	221,343	15,064	236,407
Total funds carried forward	<u>233,038</u>	<u>16,528</u>	<u>249,566</u>