

# PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE CHURCH LITTLETON

England & Wales · Charity number 1154895

## Details

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Other names	LITTLETON PCC
Status	Registered
Legal form	Other
Registered	2013-12-05
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Littleton Rectory Rectory Close Shepperton TW17 0QE
Phone	01932 562249
Email	<a href="mailto:office@stmarymagdalene.co.uk">office@stmarymagdalene.co.uk</a>
Website	<a href="http://stmarymagdalene.co.uk">stmarymagdalene.co.uk</a>

## Activities

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

**Activities:** place of worship

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Religious Activities
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

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- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£146,962	£137,991	-	-
2023-12-31	£427,676	£118,539	-	-
2022-12-31	£128,605	£121,224	-	-
2021-12-31	£107,140	£95,826	-	-
2020-12-31	£115,396	£97,910	-	-

## Trustees

Name	Role	Appointed
<b>TIMOTHY MARK ROSE</b>	Chair	2013-11-11
Alice Denise Shanahan		2024-04-25
Belinda Cathrine Scott		2026-04-30
Coleen Robyn Wilson		2024-04-25
Dawn Victoria Evans-Gibson		2025-04-25
Doris Hagon		2024-04-25
Hannah Louise Thieulent		2025-04-25
<b>JONATHAN PETER BAKER</b>		2016-04-28
Katie Louise Breese		2023-04-27
<b>MRS LOUISE LITTLE</b>		2013-11-11
Miranda Mary Parr BAHons LLM		2020-10-22
Rebeccah Cooper-Jones		2020-01-12
Ziggy Charlotte Edwards		2026-04-30
lynda Simpson		2023-04-27

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# Accounts

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**Annual Meeting**

**Thursday 24 April 2025 at 7.30pm in the Church**

**Agenda**

**Annual Meeting of the Parishioners to be held on Thursday 24 April 2025 at 7.30pm**

Opening Prayers

Election of Churchwardens

**Annual Parochial Church Meeting (APCM) Thursday 24 April 2025 at 7.40pm**

Apologies

Minutes of the previous meeting

Matters Arising

Electoral Roll

Treasurer's Report

Appointment of Auditor

Election of Members to the PCC

Election of Sidespersons

Reports

AOB – Please notify Reverend Tim Rose of any AOB 24 hours prior to the meeting

Grace

## Minutes of the Annual Vestry held on 25 April, 2024 in Church at 7.45pm

Election of Churchwardens:

I am pleased to say that both Rebecca and Jane have agreed to stand again for another Year. So, starting with Rebecca Cooper-Jones will someone propose Rebecca – Belinda Scott proposed Rebecca and seconded by Peter Baker. Jane Cosgrove proposed by Fleur Coates and seconded by Irene Smith. Tim said they are a wonderful blessing to us. Their work is extraordinarily, wonderfully, encouraging and challenging.

## Minutes of the of the Annual Parochial Church meeting on Thursday 25 April 2024 at 8.00pm.

Apologies: Miranda Parr, Sue & Roger Breckon, Vicky Baker, Mari & Christopher Smith, Ian Smith, Jill Greenwood, Dot Hagon, Gillian Kellor, Christine Woollard & Reg Berry

Prayers: Tim opened the meeting by quoting from Matthew 16 – *On this rock I will build my church, and the gates of hell will not prevail*. Tim then said that it was an absolute joy and privilege to lead you. He then quoted from Ephesians 4 v16-18 “*Christ himself gave forth*”

Whether you are a Churchwarden, or cleaning the church, a prayer warrior, or playing music, a PCC Secretary or Treasurer, a flower arranger, or work unseen, you are doing valuable work, but it is Jesus who is building the church.

At Wednesday Fellowship this week we shared amazing stories of God’s works. Someone we had been praying for following a second round of radical surgery for ovarian cancer was told this morning she was cancer free. Claire has suffered a bleed on the brain and had a risky operation. Christine phoned this morning to say she was through her operation and was stable. What we do is spiritual.

Tonight, is our opportunity to ask God the question, how are you calling us to grow your kingdom?

Minutes of the previous meeting: Passed with a correction.

Matters Arising: None

Electoral Roll: The meeting was updated with the new figures for the electoral, 114 in total 72 of which are residents and 42 non-residents. No change from last year.

Irene Smith (Electoral Roll Officer) advised that next year there would be a full revision year. Quite a lot of regular attenders have not completed the forms and are therefore not on the roll.

Treasurer’s Report: Jonathan Baker (Treasurer) referred the meeting to the previously distributed accounts. Saying in general our income has increased. Jonathan thanked Alice Baker for her work in reclaiming gift aid tax. He said there is a big change to our accounts. We have sold the Scout hut. This statement was met with cheers.

We now have £115,000 in the Restoration fund earning interest. The remaining £175,000 is in an investment account. The interest from this account will be used for Mission. £17,393 from the sale was repaid back to church accounts to cover the expenses paid by the church relating to the Scout hut, up to the sale.

We will now be actively seeking grants. Gareth asked what the annual income from the investment would be. Jonathan replied circa £1,300 every four months.

Will thanked Jonathan for his work on the accounts. Will then referred back to last year where he had flagged that in 2018 our Diocesan contribution was £60,000 and has since had somewhat reduced. This being partly due to the Pandemic. How do we build back? Will exclaimed hallelujah to the sale of the scout hut. Jonathan advised that this year we have pledged to pay £42,000 to the Common Fund with the PCC agreeing a further £3000 at the end of the year if we are able.

A question was asked about the Charitable Trust. Jonathan explained that the account is recorded as a Charitable trust. The J&W Lea account already is showing as a Charitable Trust.

Jonathan went on to say that we are incredibly grateful for our income. We are a small church who aim to run a balanced budget and not spend more than our income.

Rebecca (CW) The finance issues are not only a St. MM issue. I read an article just this week where finance was being discussed. A question was asked about gift aiding the Sunday collection. Jonathan confirmed that it is gift aided.

Tim said that pre pandemic there were three churches in our Deanery paying full Common Fund. Now only one pays the full amount. Prayerfully we will approach our commitment to the Common Fund in the short, medium and long term.

Jonathan advised the meeting that the OSB are building up their income.

Will: We are here to serve all the members of our local community. We should not just concentrate on the young. We should also care for the over fifties. Tim replied that whatever the age bracket we look at, we care for all.

Irene: We have new people every week or so. They come to occasional services i.e. The Service of Light.

Jonathan: Our finances are healthy. We are getting good income from the OSB.

Will: I feel we have turned a corner. Planned giving is going up a bit. It's not all gloom and doom.

Gareth: Is adding the scout hut funds to the church accounts working against us when seeking grants?

Tim: When seeking grants, they are now looking for match funding. There are plenty of grant making trusts, willing to give to grade 1 listed buildings.

Auditor: Jonathan – I would like to propose that our auditor for 2024 be Kevin Ogilvy.

Tim: Asked if everyone was happy to agree the accounts as presented and to retaining Kevin Ogilvy as Auditor for 2024.

Proposed by: Fleur Coates Seconded by Peter Baker. The meeting agreed unanimously.

Tim thanked Jonathan for all his hard work on our accounts.

Election of members to the PCC.

Tim thanked the PCC members who have come to the end of their term of office for their service to the PCC: Elizabeth Kortenbout, Jill Chadwick & Robin Ramus.

Proposed new Members are Dot Hagon Proposed by Peter Baker Seconded by: Fleur Coates

Alice Shanahan Proposed by: Irene Smith, Seconded by: Jill Chadwick

Colleen Wilson Proposed by: Belinda Scott, Seconded by: Elizabeth Kortenbout.

Sidespersons: No change

Reports:

Churchwardens: Rebecca asked if there were any questions on their published report.

Q. What is the state of the tower? Rebecca replied that two architects had inspected the tower, but we are still looking for a third. Rebecca assured the meeting that a lot was being done in the background and said Tim and the Wardens want the church to be around for a long time.

Dizzie asked if any of the previously used architects came forward. Jane replied yes one.

Q. Do you have to apply to the Diocese, once an architect is chosen. Jane replied that two statements must be made. All of our building will be assessed.

Tim: Downside of being grade 1 listed. One of the architects had been a member of the D.A.C. but was too busy to take on the work. We are finding it helpful having our administrator, Celine.

Rector's report: Will said the Christmas services were lovely. He then asked why don't we bring back the Crib service at 4pm or 5pm? Will queried Tearfund. We have done little for it or Christian Aid. Why don't we come back to Christian Aid?

Tim replied that the Crib service had been replaced by the Studios event. He went to say that we do a children's service on Good Friday morning before Stations of the Cross and on Christmas Eve morning we had 120 parents and children attend. Tim said we will look again for Christmas 2024 but wouldn't promise the Crib service will come back, but we will look at it.

We know you are passionate about Christian aid Will. The PCC will look at it again.

Tim went on to thank Irene, Sue & Miranda for their work on safeguarding. The PCC will be looking at safeguarding in a big way from May 24. It is so important to do the training, it must be done. Churches have been for years, a big place for abuse. Irene has done a phenomenal amount of work on safeguarding.

We have a gift and a half in this church said Tim. We have an Oxbridge historian in Will Hardy. We have therefore appointed him Church Recorder and Curator. Will responded by thanking Tim and the Churchwardens for the appointment.

Tim: I have now been in the Ministry for 14 years. I have applied to take a 12-week sabbatical in 2025.

APCM meeting closed with The Grace at 8.40pm

Short meeting of the new PCC to appoint a Treasurer and Secretary to the PCC

Treasurer Jonathan Baker proposed by Jane Cosgrove and seconded by Lynda Simpson  
Louise Little PCC Secretary proposed by Colleen Wilson and seconded by Lynda Simpson

Next PCC meeting 23<sup>rd</sup> May 2024 at 7.30pm in church

## **ST MARY MAGDALENE, LITTLETON ANNUAL REPORT 2024**

### **Rector's Report**

In a service a few weeks ago I asked a question of what people were rightly proud about in their lives? In 2 Corinthians 8:24 Paul says that he is proud of the churches that he has planted in Corinth. I normally begin my report with thanks, but I am going to change that a little this year. I am so proud of you all. It never ceases to amaze me the way that you all do a myriad of small things to grow his kingdom. When you come and share stories of answered prayer or ask for prayer for a situation in your life. When someone cleans the church again without asking for a word of thanks. When someone steps in at the last minute to cover a gap in the children's work. When someone shares how they got to talk to someone at work about their faith in Jesus. I could go on, but there are so many ways that you all help to build the Kingdom of God and you make me so proud, thank you!

2024 has been another packed year. My personal highlight was the wonderful baptism and confirmation service that we had in September. It was a privilege to baptise people and be involved in so many confirmations. It's lovely to report that it hasn't stopped there, and other people have come to faith in our church since and more people want to be baptised and confirmed this coming Autumn. If you would like to join them by being baptised or confirmed (Including renewing your baptism vows in water) at our service on the 28<sup>th</sup> of September please come and have a chat with me.

This year we started our older youth group for those aged 15+ and we now have 8 young people meeting every week to deepen their faith and spend time together. It is wonderful that for a church of our size we can run children's work from 0-18. I am thoroughly indebted to my wife, to Jill Chadwick, Laura DeYoung, Rachel Reece-Smith and the many on the teams who make these groups happen.

We had another amazing Christmas season. Littleton's Favourite Carol was especially popular once again with people attending that and then coming on to the vigil later in the week and then attending services on Christmas Eve and Christmas Day. We had over 300 at our outdoor nativity service at Shepperton Studios. It was a privilege to partner with them once again and with several local businesses and schools.

We can continue to have a major presence in Littleton Infant School through governors, weekly family worships and twice-yearly prayer spaces days. We are currently working with the school on how we can make these links even stronger.

We have been able to increase Celine Bopp's hours as our office administrator and she is doing a phenomenal job, alongside Irene Smith, in making us more efficient.

I haven't even mentioned, Growing in Faith, Chapter and Verse, Beer and Bible, Littletots, Wednesday Fellowship, Women's Breakfasts, those who set the church up on Saturdays, welcomers, choir, musicians, PCC, fund raisers and I'm sure I have missed some people.

Thank you for everything and we look forward to Jared, Louise and Elizabeth joining us later in the year and all that God will continue to do in growing his kingdom in our area.

Yours

Rev Tim Rose

### **Churchwardens' Report**

As we look at the APCM once again, we reflect on the year that has gone by and the year that is to come. Our reflections often remain unchanged, and as we hope we always do, we would like to thank each person who contributes to our church household and local community. From the unsung heroes who serve us in the form of our cleaners, to our children's leaders and helpers, to our various groups and committees (PCC, Fundraisers, OSB, and so on). Our church could not function without each and every one of you – you are all precious to us and your service is not unnoticed, even if we do not say "thank you" all of the time! So, THANK YOU!!

The year 2024-25 has once again been very busy, with various events and actions. One of the largest talking points of the year has been the work for the restoration of our church building alongside the consideration of options that could be available to maximise the facilities that we have and ensure that they are fit for purpose for a growing church in the middle of the 21<sup>st</sup> century. Our history and the legacy of our past is very precious, but church is more than just a building, and we need to ensure that we remain relevant to our local community and to the needs of our church household. We are extremely aware that our building is not always user-friendly, and it certainly requires some adaptation and adjustment to ensure that we meet our legal obligations as well as ensuring that our parishioners are able to use the building. We are currently investigating the accessibility of the building to ensure that it is fit for purpose, legal and safe for all. We will have more news on this to share over the coming months, and it is a slow process. However, our established relationship with the Diocesan Advisory Committee, and with the help and guidance of our specialist advisors, we are confident that we will continue to work on our church fabric. The current restoration needs are significant and therefore fundraising, grant applications and early contact with the relevant authorities will be the order of the coming year.

The ongoing safeguarding requirements of the Church of England and the Diocese of London are critical to the successful management of our service to our parish, congregation and community. We would like to especially thank those who are so key to making sure that we are compliant and working safely – to Irene Smith and Miranda Parr, and to all of our volunteers who ensure that they have completed the necessary checks and training to fulfil their roles. Thank you – from us, and from those who you are working to keep safe.

Finally, as he prepares for his well-earned sabbatical, we would like to take this opportunity to thank our Rector, Tim, and his wife Emma, for all they do for our church. Emma's ongoing leadership of our children's work is so important, and we thank her wholeheartedly. Tim's dedication to our church household, his roles in the community, and his pastoral heart are a real blessing to us all. We wish him a healthy and happy rest away from the church for a few months, and pray that he will return to us restored, refreshed, and full of energy for the next stage in his ministry. We look forward to his return, and to Jared joining us as Curate in September. We ask that our church household joins us as Wardens in welcoming Jared and his family, in the next stage of their ministry, and we are excited for the coming year.

Jane and Rebecca  
Churchwardens

## **Accounts**

See attachments -

Audited Accounts 2024

Independent Examiners Report

## **Safeguarding Report**

The church complies with the Safeguarding requirements as laid down by the Church of England and the Diocese of London. Guidance is kept under review by the House of Bishops, as the church reflects on historic shortfalls and strives to improve practice.

The PCC agenda includes Safeguarding at each meeting.

We have been making use of an online tool 'The Parish Dashboard', which enables us to record all that we are doing and it highlights next steps for us. We have reached Stage 3, which is the top level and this will be used by the diocese when undertaking the annual audit.

At St Mary Magdalene we carry out a DBS check of all those who work with children and vulnerable adults. These need to be renewed every 3 years. In addition, church leaders and members of the PCC are required to undertake Diocesan Safeguarding training much of which is available online.

Overall, it is an improving picture, but there are always in which we can improve. In the past year we have had a greater and timelier uptake of the safeguarding training required for all who work with children and vulnerable adults, as well as by all PCC members. Thank you.

## **Spelthorne Deanery Report**

Spelthorne Deanery Synod met three times to consider current matters within the Anglican Church. Meetings also provide opportunities for sharing news and enjoying fellowship with clergy and lay representatives from the eleven churches in the Spelthorne Deanery. The current three year term began on 1st July 2023. We have been reminded that there is a lot of advice and support available from the Diocese of London. Clergy moves within the Deanery – Rev Michael Burley, vicar of Christ Church Staines, retired on 31st March. Fr Julius Anozie was inducted as vicar of St Hilda's Ashford on 16th December. Rev Johnny Lawes completed his curacy at All Saints, Laleham and has been appointed as an Associate Vicar for a term of two years.

Annual Finance meetings were hosted by Archdeacon Richard Frank & Rev Mary Spredbury (Diocesan Finance Officer) During the year reports were given by Nick Wood-Dow on issues discussed at the London Diocesan Synod.

The speakers and themes of the three meetings during 2024 were: Oliver Home, recently appointed as General Secretary for the Diocese of London, described his role which includes acting as Chief Executive of the London Diocesan Fund, serving as secretary to the Diocesan Synod and responsibility for supporting the Vision of the Diocese of London, overseeing the teams working on each strategy and managing 100 staff. Tina English from the charity "Embracing Age" based in Richmond, gave an interesting and lively presentation to the June meeting and described how rewarding ministry to the older generation can be. She mentioned that there are 11 care homes in Spelthorne and 22 churches of all denominations, and her charity aims to encourage and equip churches to adopt a local care home – to care for both its residents and staff. At the October meeting Mrs Mirjam Ngoy-Verhage, London Diocese Discipleship Enabler spoke on the subject "Deepening Discipleship within our Church Communities". Her role ties in with the Vision 2030 and the encouragement of Confident Disciples. She provided some very helpful material for parish use and recommended us to refer to: <https://www.london.anglican.org/church-and-parish-support/confident-disciples/>

Area Dean – Rev Carole George Lay Chair – Mr Norman Head

## **Church History**

In 2024, the ashes of a final descendent of the Wood family, Philippa Thomas, were interred in the Wood mausoleum, and the access point was closed over. This brought to an end a long process which began in 1705, when a member of the Wood family was interred in the new mortuary chapel, which is now divided into two rooms as the vestry area. The mausoleum next to it was added later in the eighteenth century to provide space for many more members of the Wood family in the centuries that followed.

Littleton Church is Grade 1 listed as one of the most historic church buildings for miles around, and the church remains committed to celebrating its past as part of its plans for the future. The coverage of the church history has been revised recently on the website, new copies of the church history guide have been printed, and it is hoped to make the church more accessible, so that people have more opportunities to see inside the historic building. Another plan is to create a few points around church where codes can be scanned on a mobile phone to show the church history.

Other possibilities include creating a noticeboard near the entrance of the church about its history, and the running of "history days" when people would be welcomed to look around the church. In recent years, Will Hardy has published a book about the church's history, and has written articles about it for Shepperton Matters and the Sunbury and Shepperton Local History Society, and there may be more to come.

Finally, looking after the churchyard is also part of this endeavour, to make the graves and memorials accessible for visitors, as part of the church's history, and for this the work of the Ivy League is much to be thanked. The record of the church's graves and memorials has been revised and updated recently by the West Middlesex Family History Society, and we are able to give advice to visitors in search of their relatives and ancestors.

## **Old School Building Management Committee Report**

40 years ago the OSB management Committee was formed. The reason for this was the building was becoming a financial liability to the church. We were charged with making the OSB viable. The building was very tired, and we could not afford a cleaner, so on a weekly rota basis, the committee and their other halves cleaned the hall floor and toilets.

Our hirers gradually increased and little by little we increased our income. This enabled us to start improving the building. One of our aims was to refurbish the house which would on completion, create income for the church. After many years we completed the house, and a tenant moved in three years ago.

We also over the years we have improved the hall area. A new roof was added and a kitchen. Our hirers were increasing in numbers all the time and we were able to install new windows to the hall, nursery area and the house.

2024 has seen the biggest single change to the property. The ladies and gent's toilet areas have been converted to a kitchen, storage area and an office for the new nursery. We gained a new disabled toilet and two individual toilets in the refurbishment of this area. We had an outside classroom craned over the building into the back garden. We redecorated the main hall, and new flooring was laid between Christmas 2024 and the New Year.

The building is now as good as it has ever been. All the work in the toilet areas was carried out by Shepperton Organic Nursery, and we are incredibly grateful to them. We expect the nursery to take occupancy at the beginning of 2025.

The committee: Sue Breckon & Louise Little (Co Chairs), Peter Baker, Tim Rose, Jane Cosgrove, Fleur Coates, Elizabeth Kortenbout & Dot Hagon.

# St Mary Magdalene Church, Littleton (1304)

**FINANCIAL STATEMENT FOR YEAR ENDED 31st DECEMBER 2024**

## Receipts and Payments Accounts

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>	<u>TOTAL 2023</u>
	£	£	£	£	£
Voluntary Receipts					
<b>RECEIPTS</b>					
<b>Voluntary Receipts</b>					
Planned Giving	38,611.01	-	-	38,611.01	38,097.95
Collections at Services	6,829.01	-	-	6,829.01	5,335.35
All other giving/voluntary receipts	17,444.50	37,696.13	-	55,140.63	33,382.87
Gift Aid recovered	10,991.08	-	-	10,991.08	9,834.17
Rental	10,800.00	-	-	10,800.00	12,300.00
Activities for generating funds	3,518.91	2,338.28	-	5,857.19	6,889.64
Investment income [1]	5,265.64	2,475.45	-	7,741.09	2,410.48
Gain on Investment Assets [2]	-	-	4,339.52	4,339.52	184,012.95
Funds Retained from Sale of Property [3]	-	-	-	-	132,392.85
Church activities	6,652.00	-	-	6,652.00	3,023.00
<b>TOTAL RECEIPTS</b>	<b>100,112.15</b>	<b>42,509.86</b>	<b>4,339.52</b>	<b>146,961.53</b>	<b>427,679.26</b>
<b>Inter-Account Transfers - See Page 2</b>	<b>18,971.35</b>	<b>1,320.00</b>	<b>-</b>	<b>20,291.35</b>	<b>304,068.51</b>

- Notes**
- Interest higher in 2024 from increase in Restoration after sale of St Johns Hall (Scout Hut).  
Unrestricted income higher as includes full year from the St John's Hall Trust investment fund income.
  - Creation of St John Trust Investment following sale of St John Hall (Scout Hut) in 2023, the 2024 income only includes the gain on the St John's Hall Trust or JW Lea & LN Lea Charity funds.
  - 2023 revenues included the sale of St John Hall (Scout Hut), no property sales in 2024 or expected in future.

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>	<u>TOTAL 2023</u>
	£	£	£	£	£
<b>PAYMENTS</b>					
<b>Church activities</b>					
Common Fund	45,000.00	-	-	45,000.00	42,000.00
Clergy and staffing costs	3,818.24	-	-	3,818.24	4,909.30
Restoration [4]	-	15,852.00	-	15,852.00	-
Church running expenses	21,247.18	1,077.00	-	22,324.18	20,244.21
Hall running costs [5]	-	37,066.34	-	37,066.34	34,805.02
Mission and donations	5,091.17	-	-	5,091.17	5,737.38
Cost of generating funds	1,437.41	1,577.95	-	3,015.36	6,023.74
Loss on Investment Assets [6]	-	-	-	-	-
Loans	-	-	-	-	3,333.67
Wages	5,823.96	-	-	5,823.96	1,486.21
<b>TOTAL PAYMENTS</b>	<b>82,417.96</b>	<b>55,573.29</b>	<b>-</b>	<b>137,991.25</b>	<b>118,539.53</b>
<b>Inter-Account Transfers - See Page 2</b>	<b>2,839.35</b>	<b>17,452.00</b>	<b>-</b>	<b>20,291.35</b>	<b>304,068.51</b>
<b>EXCESS OF PAYMENTS AND RECEIPTS</b>	<b>33,826.19</b>	<b>29,195.43</b>	<b>4,339.52</b>	<b>8,970.28</b>	<b>309,139.73</b>

- Notes**
- Following the sale of the scout hut in 2023 the PCC and Church Wardens began investigating what works to the church building were required. This included multiple surveys including drainage, asbestos, general surveys. The highest cost was £11k for architect fees to investigate potential expansion opportunities. The PCC and Church Wardens are advised to retain a close monitor of costs as the restoration funds needs to be maintained for match funding on grants etc.
  - Hall running costs remained high with the final payment for the house heating, new boiler, hall decorating and a new floor. The floor costs were £10k with £7k from 2024 funds and the final £3k being paid in 2025. A further £3.5k of repairs to the new floor will also be paid from 2025 funds.
  - Neither invested funds under "JW Lea & LN Lea Charity" or "St John's Hall Trust" lost value in 2024. Gains are shown under receipts

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>
	£	£	£	£
Cash at bank and in hand at 1 Jan 2024	67,760.41	146,120.47	192,153.74	406,034.62
Cash at bank and in hand at 31 Dec 2024	85,634.60	132,877.04	196,493.26	415,004.90

# St Mary Magdalene Church, Littleton (1304)

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>	<u>TOTAL 2023</u>
	£	£	£	£	£
<b>Statement of Assets and Liabilities</b>					
<b>Fixed Assets</b>					
Shares - JW Lea & LN Lea Charity	-	-	6,322.17	6,322.17	6,182.51
Shares - St Johns Hall Trust	-	-	187,692.51	187,692.51	183,492.65
<b>Bank Accounts</b>					
Bank Current Account	51,277.38	9.75	-	51,287.13	45,065.13
Fund Raisers Account	304.41	-	-	304.41	367.96
Summer Ball	1,621.94	-	-	1,621.94	1,621.94
Old School Building Fund	-	8,813.14	-	8,813.14	8,183.35
Deposit Account (unrestricted)	32,372.16	-	-	32,372.16	21,742.16
Children and Youth Deposit Account (Designated)	-	4.90	-	4.90	4.90
Restoration Deposit Account (Designated)	-	110,327.65	-	110,327.65	122,884.20
Cornerstone Deposit Account (Designated)	-	2,629.99	-	2,629.99	2,129.99
Heasman Deposit Account (Restricted)	-	-	1,965.81	1,965.81	1,965.81
Talent Fund Deposit Account (Restricted)	-	-	512.77	512.77	512.77
Reserve Deposit Account (Designated)	-	10,000.00	-	10,000.00	10,000.00
Littlelots Deposit Account (Designated)	-	587.16	-	587.16	1,687.16
<b>Cash</b>					
Restoration Petty Cash	-	29.69	-	29.69	29.69
Littlelots Cash	-	207.26	-	207.26	50.00
Cornerstone Cash	-	267.50	-	267.50	64.43
Fund Raisers Petty Cash	58.71	-	-	58.71	49.97
<b>BALANCE TOTALS</b>	<b>85,634.60</b>	<b>132,877.04</b>	<b>196,493.26</b>	<b>415,004.90</b>	<b>406,034.62</b>

## LIABILITIES

None

Notes 7. The financial statements of the PCC have been prepared in accordance with Church Accounting Regulations 2011 on a receipts and payments basis

# St Mary Magdalene Church, Littleton (1304)

## Analysis of Account Transfers

*Due to high value of account transfers with restoration planning commenced this year an analysis of account transfers are shown below*

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>
	£	£	£	£
<b>Account Transfers IN</b>				
Restoration Deposit Account to Current for Restoration Survey	3,660.00	-	-	3,660.00
Restoration Deposit Account to Current for Architect Fees	11,118.00	-	-	11,118.00
Restoration Deposit Account to Current for Asbestos Survey	1,074.00	-	-	1,074.00
Incorrect payment - Current Account to Deposit Account	165.00	-	-	165.00
Incorrect payment - Deposit Account to Current Account	704.35	-	-	704.35
Fundraisers Donations from Cash Raised	1,150.00	820.00	-	1,970.00
Littlelots Deposit Account to Current Account to pay donations	1,100.00	-	-	1,100.00
Cornerstone Cash to Church Deposit Account	-	500.00	-	500.00
<b>TOTAL</b>	<b>18,971.35</b>	<b>1,320.00</b>	<b>-</b>	<b>20,291.35</b>

## **Account Transfers OUT**

Restoration Deposit Account to Current for Restoration Survey	-	3,660.00	-	3,660.00
Restoration Deposit Account to Current for Architect Fees	-	11,118.00	-	11,118.00
Restoration Deposit Account to Current for Asbestos Survey	-	1,074.00	-	1,074.00
Incorrect payment - Current Account to Deposit Account	165.00	-	-	165.00
Incorrect payment - Deposit Account to Current Account	704.35	-	-	704.35
Fundraisers Donations from Cash Raised	1,970.00	-	-	1,970.00
Littlelots Deposit Account to Current Account to pay donations	-	1,100.00	-	1,100.00
Cornerstone Cash to Church Deposit Account	-	500.00	-	500.00
<b>TOTAL</b>	<b>2,839.35</b>	<b>17,452.00</b>	<b>-</b>	<b>20,291.35</b>

# St Mary Magdalene Church, Littleton (1304)

The movements in designated and restricted funds during the year were:

	Bal. C/fwd	Receipts	Payments	Transfer	Bal. C/fwd
<b>Restricted</b>					
Heasman Legacy Fund	8a	1,965.81	-	-	1,965.81
JW Lea & LN Lea Charity	8b	6,182.51	139.66	-	6,322.17
St John Trust	8c	183,492.65	4,199.86	-	187,692.51
Talent Fund	8d	512.77	-	-	512.77
		192,153.74	4,339.52	-	196,493.26
<b>Designated</b>					
Old School Building Fund	8e	8,183.35	37,696.13	37,066.34	8,813.14
Children & Youth Fund	8f	4.90	-	-	4.90
Restoration Fund incl Petty Cash	8g	122,913.89	3,295.45	15,852.00	110,357.34
Cornerstone	8h	2,194.42	2,155.09	1,452.02	2,897.49
Reserve	8i	10,000.00	-	-	10,000.00
AV Fund	8j	1,086.75	-	1,077.00	9.75
Littlelots	8k	1,737.16	683.19	1,625.93	794.42
		146,120.47	43,829.86	57,073.29	132,877.04

Notes

8.

**Heasman Legacy** represents monies donated for the maintenance and improvement of St Mary Magdalene church by the Estate of the Revd. Heasman in 2001.  
<sup>a</sup> The fund remained unused in 2024.

**JW Lea & LN Lea Charity** is a legacy fund that the church receives an income from a shares fund. The income is shown under Investment Income. The fund shown in 4b is the holding fund, with the receipt amount the increase in value of this investment.

**St John Hall Trust** is a fund set up following the sale of St John Hall ("Scout Hut"). A proportion of this sale is held in trust with the income used for the works of the church. The accounts including the fund increase for the St John Hall Trust are currently shown under the church accounts, the Charity Commission may require this to moved to a separate return in the future which will require this being amended on the church accounts.

**Talent Fund** is for projects for the benefit of the church or wider community. It can also be used to help those in need as recommended by the incumbent. The fund remained unused in 2024.

**Old School Building** income and expenditure is from the building being used for community use and education of children i.e guides etc. A new company has taken over the hire of the small hall for a nursery and are including renovations of part of the building. Further high cost renovations were completed in 2024 including finishing the central heating of the house that is rented, a new boiler and re-decoration of the main hall including a new floor. All costs this year have been from hall income with no account transfer from general church funds. The Old School Building Committee have a long term aim to provide further incomes for the church having already developed the house that provides a rental income for this purpose.

**Children & Youth** is the fund for the creche, Sunday club and Youth groups. Limited funds remain. This small fund is unlikely to be used with church now budgeting for childrens and youth work from normal church funds.

**Restoration Fund** is the designated funds to the upkeep of the church building. Income has been from Fund Raising committee where 1/3 of their donation is put into the restoration fund. Outgoings in 2024 included planning works for the church restoration following the increase in funds from the St John's Hall sale in 2023. These included architect fees and surveys.

**Cornerstone** is the community café run in the Old School Building by Church Volunteers. Donations are used to run the café with any surplus retained for future use for this project. Discussions are ongoing on what this can be used for with balances currently remaining unused.

**Reserve** is a fund retained in case of emergencies and to have a fund should incomes decline for any reason. This reserve fund was unused in 2024 and the PCC feel this is an adequate fund for emergencies within the church, Old School Building and the House that is rented.

**AV Fund** Founded 2021 following fundraising through 2020 and 2021 for work to improve the equipment in the church. Included donations via the giving website specifically for this task plus donations given by individuals specifically for this fund. In addition a legacy from 2020 was designated to improve the AV as the PCC felt the person would have approved it's use. No further fundraising for this in 2024, continued updates and improvements spent from this fund included purchase of a hearing loop system which used the majority of the remaining balance in this fund.

**Littlelots** is a parent a toddler group operated at the Old School Building operated by church volunteers. Donations are taken on entry and used for supplies. Donation of £1000 from this fund to church funds to sustain children's work in the church. Remaining funds retained for use by this project.

# St Mary Magdalene Church, Littleton (1304)

Further analysis of major receipts and payments

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2024</u>	<u>TOTAL 2023</u>
<b>RECEIPTS</b>					
<b>a) All other giving/voluntary receipts</b>					
Old School Building Income (Non-Recurring)	-	37,696.13	-	37,696.13	26,781.88
Legacy	10,000.00	-	-	10,000.00	-
AV Fundraising	-	-	-	-	-
Special Collections	2,369.50	-	-	2,369.50	1,496.58
	<u>12,369.50</u>	<u>37,696.13</u>	<u>-</u>	<u>50,065.63</u>	<u>28,278.46</u>
<b>b) Activities for generating funds</b>					
Website Fundraising	166.31	-	-	166.31	284.81
Fundraising Committee	3,352.60	-	-	3,352.60	4,050.50
	<u>3,518.91</u>	<u>-</u>	<u>-</u>	<u>3,518.91</u>	<u>4,335.31</u>
<b>c) Church Activities</b>					
Fees weddings/funerals	3,993.00	-	-	3,993.00	1,440.00
Diocese Fees	2,659.00	-	-	2,659.00	1,583.00
	<u>6,652.00</u>	<u>-</u>	<u>-</u>	<u>6,652.00</u>	<u>3,023.00</u>
<b>c) Rentals</b>					
Old School Building House Renta	10,800.00	-	-	10,800.00	12,300.00
	<u>10,800.00</u>	<u>-</u>	<u>-</u>	<u>10,800.00</u>	<u>12,300.00</u>
<b>d) Returns / Grants</b>					
Tax refund	10,991.08	-	-	10,991.08	9,834.17
	<u>10,991.08</u>	<u>-</u>	<u>-</u>	<u>10,991.08</u>	<u>9,834.17</u>
<b>e) Property Sales</b>					
St John Hall [9]	-	-	-	-	307,812.12
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>307,812.12</u>

Notes 9. St John Hall (Scout Hut) was sold in 2023. No property sales in 2024 or expected in future.

**PAYMENTS**

**d) Clergy and Staffing**

Diocese Fees	2,351.00	-	-	2,351.00	2,240.00
Incumbent Expenses	546.02	-	-	546.02	943.46
	<u>2,897.02</u>	<u>-</u>	<u>-</u>	<u>2,897.02</u>	<u>3,183.46</u>

**e) Church Running Expenses**

Stationery	1,242.63	-	-	1,242.63	821.93
Training, Audit & Licences	1,764.37	-	-	1,764.37	811.00
Insurance	5,175.29	-	-	5,175.29	3,946.92
Altar	3,324.92	-	-	3,324.92	3,001.63
Rectory	862.18	-	-	862.18	360.00
Utilities	2,982.47	-	-	2,982.47	4,352.06
Web	1,088.29	-	-	1,088.29	1,216.22
Telephone / Post	184.40	-	-	184.40	298.89
Audio Visual Work	-	1,077.00	-	1,077.00	1,516.48
Repairs	3,268.13	-	-	3,268.13	3,180.08
Church Yard	1,354.50	-	-	1,354.50	739.00
	<u>21,247.18</u>	<u>1,077.00</u>	<u>-</u>	<u>22,324.18</u>	<u>20,244.21</u>

**f) Old School Running Costs**

OSB Running Costs	-	16,430.33	-	16,430.33	9,084.24
OSB Insurance	-	2,056.08	-	2,056.08	1,735.96
OSB Utilities	-	2,264.62	-	2,264.62	4,577.70
OSB Repairs	-	16,315.31	-	16,315.31	19,407.12
	<u>-</u>	<u>37,066.34</u>	<u>-</u>	<u>37,066.34</u>	<u>34,805.02</u>

**g) Activities for generating funds**

Fundraising Donations to PCC	1,150.00	820.00	-	1,970.00	2,715.00
Fundraising Committee Costs (Excluding donations)	1,437.41	-	-	1,437.41	1,307.85
	<u>2,587.41</u>	<u>820.00</u>	<u>-</u>	<u>3,407.41</u>	<u>4,022.85</u>

**h) Mission & Donations**

Mission	396.86	-	-	396.86	1,711.70
Special Collections - see below	2,368.04	-	-	2,368.04	1,847.69
	<u>2,764.90</u>	<u>-</u>	<u>-</u>	<u>2,764.90</u>	<u>3,559.39</u>

**Special Collections for reference only**

	2024	2023	Notes
Poppy Appeal	220.81	294.08	
Disaster Emergency Committee	695.73	412.12	2024 donation was towards the D.E.C. Middle East appeal
Shepperton Food Bank (Christmas Collections)	1,142.50	790.38	
Families affected by fire in local community	309.00	-	
	<u>2,368.04</u>	<u>1,496.58</u>	

**NOTES**

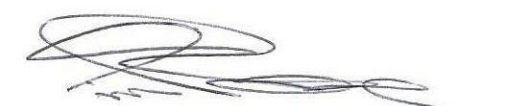
- 1) The financial statements of the Parochial Church Council have been prepared in accordance with the Church accounting regulations.
- 2) Donations and fundraising remain the key part of the income for the church, as does hall hire and rental
- 3) A focus remains on continuing to encourage planned giving
- 4) The church began expenditure against the Designated Restoration Fund for the first time in many years, this fund needs to be protected to allow grant match funding

The PCC is a registered charity No. 1154895.

Approved by the Parochial Church Council on and signed on their behalf by

DATE

28/01/2025



Rector  
Revd. Tim Rose



Treasurer  
Jonathan Baker

## **Independent Examiner's Report to the Trustees of St Mary Magdalene Church, Littleton**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2024 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity'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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity 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**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex,  
UB8 3LR

10<sup>th</sup> March 2025



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# Accounts

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**Annual Meeting**

**Thursday 25 April 2024 at 7.30pm in the Church**

**Agenda**

**Annual Meeting of the Parishioners to be held on Thursday 25 April 2024 at 7.30pm**

Opening Prayers

Election of Churchwardens

**Annual Parochial Church Meeting (APCM) Thursday 25 April 2024 at 7.40pm**

Apologies

Minutes of the previous meeting

Matters Arising

Electoral Roll

Treasurer's Report

Appointment of Auditor

Election of Members to the PCC

Election of Deanery Synod Representatives

Election of Sidespersons

Reports

AOB – Please notify Reverend Tim Rose of any AOB 48 hours prior to the meeting

Grace

## **Minutes of the Annual Vestry held on 27<sup>th</sup> April, 2023 in Church at 7:30pm**

### Opening Prayers

Revd. Tim Rose opened the meeting with prayer quoting 1 Corinthians 13 v 13.

*Tim said that from this verse comes the statement for our church. Thank you all for your faith. The healing of the paralytic man: four men lowered him to Jesus, the faith of his friends carried him through. To see you carry one another when times are difficult, thank you for the hope you bring. Followers of Jesus never lose hope. Thank you for your smiles for all you do in the church. Wednesday mornings, Cornerstone, Zoom prayer, thank you for your wonderful story. We are a local church growing in Love, Faith & Hope and the greatest of these is Love.*

*What is God calling us to do in the next three year? Our last mission challenge gave us Cornerstone and Beer and Bible. Ponder on this questions. What is God calling us to do? Let's meet in June and move forward.*

### Election of Churchwardens:

I want to say again thank you to our Church wardens for the enormous amount of work they have done over the past year. Encouraging and challenging me, and us, as a church family. Helping me, and keeping me on the straight and narrow.

I am pleased to say that both Rebecca and Jane have agreed to stand again for another Year. So starting with Rebecca Cooper-Jones will someone propose Rebecca – Fleur Coates proposed Rebecca and seconded by Peter Baker. Jane Cosgrove proposed by Irene Smith and seconded by Reg Berry. Tim said they are a wonderful blessing to us.

## **Minutes of the of the Annual Parochial Church meeting held on Thursday 27<sup>th</sup> April 2023**

Apologies: Wendy Jackson, Miranda Parr, John & Sadie Pyatt, Roger Breckon, Vicky Baker, Rachel Rees-Smith & Ian Smith

Minutes of the previous meeting: As read

Matters Arising: None

Electoral Role: The meeting was updated with the new figures for the electoral role 114 in total 72 of which are residents and 42 non-residents, a reduction of 9 since last APCM.

Tim advised that he and Irene (Electoral Role Officer) did an inspection and sent out 30 forms only 3 were returned.

### Treasurer's report:

Jonathan Baker: It has been a positive year, better than we expected, despite planned giving reducing. The card machine is working well, OSB (Old School Building) & Fundraisers are both doing well. Our Tax return was over £11,000. We received a grant for the utilities from the Diocese and Cornerstone has a good income.

Our Common fund has risen from £30,000 to £40,000 per annum plus an additional £2000 given at end of the financial year, if funds allow.

Jonathan stated that our running costs have increased. The general costs in running the church are up. We have had outgoings for Audio works and Scout hut and we used our reserve to install the windows in the OSB.

Q. Will Hardy – Questioned the decreasing amounts paid over the last three years to the Common Fund. A, Following financial difficulties of Covid19 we are gradually building up our annual contribution and giving an added amount, to that committed to, at the end of the year when our finances allow. This year we have committed to £42,000 plus any extra we can afford at the end of the year.

This year we are carrying forward £42,000 we received £35,000 from planned giving. Tim advised that only one C of E church in Spelthorne is paying the full Common fund.

Sue Dean - We have lost funds with the closure of Springtime Nursery!

Tim – Across Spelthorne it is not a positive picture. Jon is an absolute saint keeping patience with me. A wonderful servant to us all.

Auditor: Jonathan – I would like to propose our auditor for 2023 be Kevin Ogilvy. Proposed by Fleur Coates and Seconded by Rebecca Cooper-Jones.

Jonathan also advised that we may have to appoint a full auditor because of the income from the Scout hut.

Tim: Is everyone happy to agree the accounts as presented. All at the meeting were in agreement on the accounts.

Tim thanked Jonathan for all his hard work on our accounts.

Election of members to the PCC.

Tim thanked the PCC members who have come to the end of their term of office for their service to the PCC: Chris Scott, Rachel Rees-Smith & Rebecca Capper.

Proposed new Members are: Reg Berry Proposed by Elizabeth Kortenbout Seconded by Jill Chadwick, Katy Breese proposed by Irene Smith Seconded by Louise Little.

Tim explained that Sue Dean and Gareth Keller have come to the end of their term of office as Deanery Synod representative. He thanked them for all the meetings they attended and information brought back to the PCC.

Proposed new Deanery Synod members: Sue Breckon, Proposed by Fleur Coates and Seconded by Jane Cosgrove and Lynda Simpson, Proposed by Jill Chadwick and Seconded by Elizabeth Kortenbout.

All the above are duly elected to serve on the PCC for a term of three years.

Side persons – 09.30 service

Sue Dean, Lynda Simpson & Elizabeth Kortenbout.

Scout hut:

Tim started by thanking all the people who have worked on the Scout hut over the previous decades. Hours of work, weeding, repairing, keeping the building safe, administrating the sale and dealing with enquiries.

Diana Lees spent countless on the sale of the Scout hut. We offer her a HUGE thanks. Tim said as soon as the sale went through he called her, and offered his thanks for all her due diligence on this project,

£115,000 will be spent on major fabric works on our Grade 1 listed church building. We will now start looking for the additional funding required to complete the necessary repair works on the building. Cost of repairs will have to be revalued.

Approx. £190,000 will be invested by the Diocese within two companies. The CCLA is where money is invested. Annual investment income can be spent on the Mission of the Church.

Tris Rees-Smith: Is investment capital growth plus interest, so potential interest increases?

Jon: In a sense it doesn't matter as it legally doesn't belong to anyone. It is a charitable trust in the name of The Rector and two Church Wardens.

Will Hardy: What is the problem with the Tower? Damp – We will probably have to move out while work is carried out.

Reports: No questions were asked on Rector's or Church warden's reports previously circulated.

Ivy League: The Ivy League have been working hard over the years since the pandemic and are back to the condition the church yard was in pre pandemic.

Deanery Synod: Will Hardy asked about the discussions at the Deanery Synod with reference to the conflict over the issue of same sex marriage. Sue Dean (Retiring Deanery Synod member) explained all issues were taken back to the PCC.

Tim: Be incredibly prayerful. Some churches have started their own Deanery Chapter as they disagree with Bishop's stance. There is potential to tear the Church of England apart.

We continue on our path of Faith, Hope & Love.

Rebecca asked us to reflect on the potential to split. Variety of Theological experience and personal experience requires prayer, and holding each other in prayer. Tim: We must be really mindful of our Bishops. First and foremost we must go forward in Love. So much hurt and pain has potential to rip apart, not only the church, but congregations too. Go forward with Faith, Hope and Love.

The wider church will take a financial hit!

Graham: This will go on for years and years. Sue Dean: Remember the Ordination of women. Rebecca: Ask if you want to know anything. Part of the criticism, this is being rushed through.

AOB: Answer to question put forward prior to meeting. A: A Confirmation date will be announced very soon.

The meeting closed with The Grace at 20.30.

PCC meeting to elect a Treasurer and Secretary to the PCC.

Jonathan Baker was duly elected as Treasurer to the PCC proposed by Elizabeth Kortebout and seconded by Sue Breckon

Louise little was duly elected at Secretary to the PCC proposed by Jane Cosgrove seconded by Rebecca Cooper-Jones.

## **ST MARY MAGDALENE, LITTLETON ANNUAL REPORT 2023**

### **Rector's Report**

As always with my Rector's report 'Thank you' is so important. As I reflect back on the year we have had they seem more precious than before. As a family, we are so thankful for prayer and support. For us you are all precious people and we feel deeply privileged to have this role among you.

From the Holy Dusters (those that clean the church), to the Ivy League (those that look after the church yard), to my two extraordinary church wardens, treasurer, operations manager, PCC secretary, office administrator to the team who set up our church every Sunday, to those running Littlelots, Cornerstone, Wednesday Fellowship, Fundraising, Pastoral, Home Groups, Beer and Bible. Helping with Creche, Sunday Club and Youth. To those that gather on the online prayer meeting, those that manage the OSB, those that deal with Safeguarding, play instruments, share their faith week by week and quite probably all the things I have forgotten, Thank you. We together are the church household and you are all incredible.

Cornerstone kicks off our week on a Monday and has become a place of connection and companionship for many. It's run by a great team and is now in its sixth year. Loneliness is still a big issue in our community and Cornerstone is a place where people can gather and meet others.

Numbers at Beer and Bible have continued to be encouraging and the conversation ranges from the deep to the bizarre. It's a wonderful time for men to meet together every other week in the Barley Mow and discuss faith.

Chapter and Verse, Women's Life Group and Searching in Faith have continued to meet throughout the year offering places for further discipleship. I am always open to more small groups starting if you would like to run one.

Wednesday Fellowship continues to grow. It's a lovely way to spend a Wednesday morning and the Bible study is deepening discipleship along with the opportunity to worship and share communion together.

In the evening we gather weekly to pray for the church, the world and many other prayer requests on our prayer zoom.

On Thursday morning, Family Worship is a real highlight for many in Littleton School. This is proving to be a missional and pastoral time, as there is now tea and coffee from 8:30am. More people are coming to worship with us on a Sunday morning as a result.

After Family Worship, Littlelots is going from strength to strength and often has to close its doors as it's too full. This again has been a missional time, as families have started worshipping with us as a result of attending Littlelots.

Our Christmas celebrations were wonderful this year. We had huge numbers at all our services. The Christmas Vigil was a big success with people appreciating the opportunity to be still and reflect upon the Christmas story. We had a sell-out nativity service at the studios and there are plans for an even bigger one in 2024. Littleton's Favourite Carol has become a firm favourite and is a real missional opportunity with many people coming who are not normally part of our church household.

One of the highlights of the year was starting a second youth group. Older Youth now has 8-10 young people aged 15+ coming regularly which is a wonderful thing for us as a church.

We welcomed visiting speakers from Tearfund, Compassion and other local churches. We partnered with St Nic's in two joint services.

Thank you for everything again that you have done and I look forward to everything that God has for us in 2024 and beyond.

## **Churchwardens' Report**

We are sure that we write the same introductory words each year, but here we are again, reflecting on the past year. It has, in many ways, been a tough year for our community, both inside and outside of the Church household. However, as we have just celebrated at Easter, we know that the troubles that are faced in this life are wiped clean in the Resurrection and promise of a new beginning in our futures.

We were sad to say goodbye to one Parish Administrator, Simon, and thank him for his service to our church. We were, conversely, pleased to welcome Celine to the Littleton team. As a small church, it is difficult to find additional resource for our support functions, and rely heavily on volunteers too. We would like to thank each volunteer once again. It is incredibly important that we ensure that our volunteers have the opportunity to spend time in church too, for their own benefit, and therefore we continue to encourage people to join the various teams across the life of the church. There are many unsung heroes – so we thank you for your time, commitment and service.

As we look to the new year, we consider the fabric of our building, and the tender loving care that is required. Whilst it is the nature of a churchwarden's role to care for the fabric of our building, our responsibility extends beyond just making things right for the present. We are acutely aware that our building has been standing for many hundreds of years, and we hope that it remains in place for hundreds of years to come. Therefore, finding the appropriate professionals to support us in continuing to build our legacy is critical and fundamental to success in the future. We will be sure to keep the church household informed of any developments, and we ask for your prayers relating to the necessary funding to ensure that our church is looked after as well as finding the right professionals.

With regard to our pastoral work, we thank the team for their commitment to the most vulnerable amongst us. Vulnerability is a concept that can relate to all of us at any time. Life throws up many obstacles, often obstacles that we do not expect. This is one of the reasons that safeguarding is so important within the life of the church. We thank those amongst the teams who take on the responsibility of ensuring that we comply with the necessary Church of England requirements, but who also work within the pastoral team. Please keep the teams in your prayers for their own protection too.

Finally, we thank Tim, as Rector of our parish, for his commitment to his ministry amongst us. As churchwardens, we pledge annually to work with and alongside Tim, to pray for him and his family, and it is our privilege to do so. We pray for his protection, peace and ministry over the coming year.

## **Accounts**

See attachments -

Audited Accounts 2023

Independent Examiners Report

## **Safeguarding Report**

The church complies with the Safeguarding requirements as laid down by the Church of England and the Diocese of London. Guidance is kept under review by the House of Bishops, as the church reflects on historic shortfalls and strives to improve practice.

The PCC agenda includes Safeguarding at each meeting.

We have been making use of an online tool 'The Parish Dashboard', which enables us to record all that we are doing and it highlights next steps for us. We have now reached Stage 3, which is the top level and this will be used by the diocese when undertaking the annual audit.

At St Mary Magdalene we carry out a DBS check of all those who work with children and vulnerable adults. These need to be renewed every 3 years. In addition, church leaders and members of the PCC are required to undertake Diocesan Safeguarding training much of which is available online.

Overall, it is an improving picture, but there are still ways in which we can improve. Our current priorities are ensuring that parents complete consent forms for new children attending groups and that safeguarding training is completed by all who work with children and vulnerable adults, as well as by all PCC members.

## **Spelthorne Deanery Report**

Spelthorne Deanery Synod met three times to consider current matters within the Anglican Church; meetings also provide opportunities for sharing news and enjoying fellowship with clergy and lay representatives from the eleven churches in the Spelthorne Deanery. The current three year term began on 1st July 2023.

Clergy moves within the Deanery – Rev Carole George, rector of St Nicholas Shepperton, was appointed as Area Dean in succession to Fr Joseph Fernandes who was appointed a Prebendary of St Paul's and took up a new appointment as vicar of St Mary's Acton after serving as Area Dean of Spelthorne and incumbent of St Hilda's Ashford.

Rt Rev Dr Emma Ineson who had just taken up the appointment of Bishop of Kensington joined the February meeting. During a Q&A session she introduced herself, described some of her past experience, particularly her recent role as assistant to Archbishop Justin Welby during 2022/23 when King Charles' coronation and the late Queen's funeral took place. She spoke on the content of her book "Failure – what Jesus said about sin, mistakes and messing stuff up". She also said that Spelthorne was a valued and important area in the diocese and challenged us to examine how we can contribute to Christian mission in the Diocese of London.

Rev John Beauchamp, London Diocese Disability Ministry Enabler spoke at the June meeting and stimulated all PCCs to consider how inclusive their churches are so that all people can feel welcome and able to participate in activities bearing in mind that disabilities include not just physical and sensory disabilities but mental health issues and learning disabilities, as well as "hidden" disabilities such as epilepsy, diabetes, arthritis, autism, and various conditions which may cause chronic pain. He drew attention to the wide range of material and support available from the Diocese.

The October meeting was addressed by Emma Thompson of the St Alban's Diocese who spoke passionately about the mission of "Save the Parish", which was founded in 2021 and is run by volunteers, to give a voice to parishes who felt the strategy of the leadership of the Church of England to amalgamate parishes and reduce the number of clergy in those parishes, was wrong and counterproductive. She mentioned that the parish church forms an important part of many communities even if attendance at services is low. Although the Diocese of London has priests in most parishes and finances are better than other parts of the country, there are no grounds for complacency Annual Finance meetings were hosted by Archdeacon Richard Frank & Rev Mary Spredbury (Diocesan Finance Officer)

During the year reports were given by Nick Wood-Dow on issues discussed at the London Diocesan Synod.

## **Old School Building Management Committee Report**

The year started with the sad closure of Springtime Nursery. A Nursery has operated in the OSB building for decades, but we understood, times are hard for small Nurseries. Government funding not increasing in line with costs makes it almost impossible for small nurseries to operate, especially with reducing numbers of children.

We started straight away to advertise for a new hirer. We had eight applications from differing Childcare, Fitness & Dance businesses. Some found the hall too small for their needs and some fledgling businesses were not able to afford the rent. However, along came Shepperton Organic Nurseries. They were so excited when they saw our building, and its potential, they had no hesitation in wanting to rent the Nursery area. Not only the existing area, but also the areas associated with the boys and girls toilets, small kitchen and cupboard areas. Following negotiation we had replacement cupboards built at their expense and three new toilets installed. The toilets have been in use since Christmas and the work on the other areas continues. This is to include a cabin in the garden which will be additional space for the nursery.

In December 23 we finally manage to install central heating in the OSB house. This became quite urgent as the amount of condensation in the house was getting to a level that was showing on the walls of the bedrooms. Happily. We can report that all damp/condensation issues have gone, with the installation of heating.

We continue to keep the building maintained and any issues are dealt with as soon as we can or as funds allow.

## **Independent Examiner's Report to the Trustees of St Mary Magdalene Church, Littleton**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2023 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity'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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity 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**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Anthony Ogilvie FCCA*

*75 Stanley Park Road*

*Carshalton Surrey SM5 3H*

*15<sup>th</sup> April 2024*



# St Mary Magdalene Church, Littleton (1304)

## FINANCIAL STATEMENT FOR YEAR ENDED 31st DECEMBER 2023

### Receipts and Payments Accounts

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2023</u>	<u>TOTAL 2022</u>
	£	£	£	£	£
Voluntary Receipts					
<b>RECEIPTS</b>					
<b>Voluntary Receipts</b>					
Planned Giving	38,097.95	-	-	38,097.95	34,963.00
Collections at Services	5,335.35	-	-	5,335.35	4,718.90
All other giving/voluntary receipts	6,600.99	26,781.88	-	33,382.87	32,640.21
Gift Aid recovered	9,834.17	-	-	9,834.17	11,026.18
<b>Rental</b>	12,300.00	-	-	12,300.00	14,400.00
<b>Activities for generating funds</b>	4,335.31	2,554.33	-	6,889.64	6,977.20
<b>Investment income [1]</b>	1,436.82	973.66	-	2,410.48	199.94
<b>Gain on Investment Assets [2]</b>	-	-	184,012.95	184,012.95	-
<b>Funds Retained from Sale of Property [3]</b>	17,392.85	-	115,000.00	132,392.85	-
<b>Church activities</b>	3,023.00	-	-	3,023.00	11,425.60
<b>Grants [4]</b>	-	-	-	-	2,641.00
<b>TOTAL RECEIPTS</b>	<b>98,356.44</b>	<b>30,309.87</b>	<b>299,012.95</b>	<b>427,679.26</b>	<b>118,992.03</b>
<b>Inter-Account Transfers - See Page 2</b>	<b>5,000.00</b>	<b>8,649.24</b>	<b>290,419.27</b>	<b>304,068.51</b>	<b>9,613.00</b>

- Notes**
1. Interest higher in 2023 from increase in Restoration after sale of St Johns Hall (Scout Hut). Unrestricted income higher as includes both usual income from the the JW Lea Charity (£169.72) and first dividend payment from St Johns Hall Trust (£1267.10)
  2. Creation of St John Trust Investment following sale of St John Hall (Scout Hut), plus increase in value of this invested fund
  3. St John Hall (Scout Hut) sold for £307,812.12 with £115,000 shown toward Restoration, £17,392.85 retained for costs and £175,419.27 in trust - see [2]
  4. The church received a grant from the London Diocese in 2022 for increased energy costs, this was a donation to churches across the diocese, not repeated 2023

<b>PAYMENTS</b>					
<b>Church activities</b>					
Common Fund	42,000.00	-	-	42,000.00	42,000.00
Clergy and staffing costs	4,909.30	-	-	4,909.30	6,996.09
Church running expenses	18,727.73	1,516.48	-	20,244.21	28,138.44
Hall running costs [4]	-	34,805.02	-	34,805.02	18,971.57
Mission and donations	5,737.38	-	-	5,737.38	4,116.68
<b>Cost of generating funds</b>	4,022.85	2,000.89	-	6,023.74	6,293.12
<b>Loss on Investment Assets [5]</b>	-	-	-	-	735.82
<b>Loans</b>	3,333.67	-	-	3,333.67	3,333.00
<b>Wages</b>	1,486.21	-	-	1,486.21	1,026.00
<b>TOTAL PAYMENTS</b>	<b>80,217.14</b>	<b>38,322.39</b>	<b>-</b>	<b>118,539.53</b>	<b>111,610.72</b>
<b>Inter-Account Transfers - See Page 2</b>	<b>303,412.40</b>	<b>656.11</b>	<b>-</b>	<b>304,068.51</b>	<b>9,613.00</b>
<b>EXCESS OF PAYMENTS AND RECEIPTS</b>	<b>-</b>	<b>280,273.10</b>	<b>-</b>	<b>589,432.22</b>	<b>309,139.73</b>

- Notes**
4. Hall running costs increased due to works carried out including replacement of doors (£6960) and installation of central heating to the house (£8908 this year, with a further £2800 paid from 2024 funds). This was supported by at £5000 transfer from church funds which will be returned when possible.
  5. The church receives an income from a shares fund under the name of "JW Lea & LN Lea Charity". This fund is invested in shares on behalf of the charity and had showed a reduction in value in 2022. It gained in 2023 and is shown under receipts income.

<b>Cash at bank and in hand at 1 Jan 2023</b>	58,479.08	30,275.02	8,140.79	96,894.89
<b>Cash at bank and in hand at 31 Dec 2023</b>	67,760.41	146,120.47	192,153.74	406,034.62

## St Mary Magdalene Church, Littleton (1304)

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2023</u>	<u>TOTAL 2022</u>
	£	£	£	£	£
<b>Statement of Assets and Liabilities</b>					
<b>Fixed Assets</b>					
Shares - JW Lea & L N Lea Charity	-	-	6,182.51	6,182.51	5,662.21
Shares - St Johns Hall Trust	-	-	183,492.65	183,492.65	-
<b>Bank Accounts</b>					
Bank Current Account	43,978.38	1,086.75	-	45,065.13	44,670.09
Fund Raisers Account	367.96	-	-	367.96	354.16
Summer Ball	1,621.94	-	-	1,621.94	1,621.94
Old School Building Fund	-	8,183.35	-	8,183.35	11,206.49
Deposit Account (unrestricted)	21,742.16	-	-	21,742.16	14,400.00
Children and Youth Bus.Prem. Acc.	-	4.90	-	4.90	4.90
Restoration	-	122,884.20	-	122,884.20	6,045.70
Cornerstone	-	2,129.99	-	2,129.99	1,653.99
Heasman	-	-	1,965.81	1,965.81	1,965.81
Talent	-	-	512.77	512.77	512.77
Reserve	-	10,000.00	-	10,000.00	7,006.87
Littlelots	-	1,687.16	-	1,687.16	1,507.05
<b>Cash</b>					
Restoration Petty Cash	-	29.69	-	29.69	29.69
Littlelots Cash	-	50.00	-	50.00	94.19
Cornerstone Cash	-	64.43	-	64.43	122.91
Fund Raisers Petty Cash	49.97	-	-	49.97	36.12
<b>BALANCE TOTALS</b>	<b>67,760.41</b>	<b>146,120.47</b>	<b>192,153.74</b>	<b>406,034.62</b>	<b>96,894.89</b>

### LIABILITIES

None

**Notes** 6. The financial statements of the PCC have been prepared in accordance with Church Regulations 2006 on a receipts and payments basis

## St Mary Magdalene Church, Littleton (1304)

### Analysis of Account Transfers

*Due to high value of account transfers following the sale of the St John Hall Property (Scout Hut) an analysis of these transfers are shown below*

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2023</u>
	£	£	£	£
<b>Account Transfers IN</b>				
Restoration from Church Current Account			£ 115,000.00	£ 115,000.00
St John Hall Trust Investment from Church Current Account			£ 175,419.27	£ 175,419.27
Reserve from Church Current Account		£ 2,993.13		£ 2,993.13
Old School Building Account from Church Current Account for Heating		£ 5,000.00		£ 5,000.00
Church Currnet Account from Church Deposit Account	£ 5,000.00			£ 5,000.00
Littlelots Deposit Account from Cash		£ 180.11		£ 180.11
Cornerstone Deposit Account from Cash		£ 476.00		£ 476.00
	<b>£ 5,000.00</b>	<b>£ 8,649.24</b>	<b>£ 290,419.27</b>	<b>£ 304,068.51</b>
<b>Account Transfers OUT</b>				
Church Current Account to Restoration Account from Scout Hut Sale	£ 115,000.00			£ 115,000.00
Church Current Account to St John Hall Trust Investment	£ 175,419.27			£ 175,419.27
Church Current Account to Reserve	£ 2,993.13			£ 2,993.13
Church Deposit Account to Church Current Account for OSB Heating	£ 5,000.00			£ 5,000.00
Church Current Account to Old School Building for Heating	£ 5,000.00			£ 5,000.00
Littlelots Cash to Church Deposit Account		£ 180.11		£ 180.11
Cornerstone Cash to Church Deposit Account		£ 476.00		£ 476.00
	<b>£ 303,412.40</b>	<b>£ 656.11</b>	<b>£ -</b>	<b>£ 304,068.51</b>

## St Mary Magdalene Church, Littleton (1304)

The movements in designated and restricted funds during the year were:

		Bal. C/fwd	Receipts	Payments	Transfer	Bal. C/fwd
<b>Restricted</b>						
Heasman Legacy Fund	<b>7a</b>	1,965.81	-	-	-	1,965.81
JW Lea & LN Lea Charity	<b>7b</b>	5,662.21	520.30	-	-	6,182.51
St John Trust	<b>7c</b>	-	183,492.65	-	-	183,492.65
Talent Fund	<b>7d</b>	512.77	-	-	-	512.77
		<u>8,140.79</u>	<u>184,012.95</u>	<u>-</u>	<u>-</u>	<u>192,153.74</u>
<b>Designated</b>						
Old School Building Fund	<b>7e</b>	11,206.49	31,781.88	34,805.02	-	8,183.35
Children & Youth Fund	<b>7f</b>	4.90	-	-	-	4.90
Restoration Fund incl Petty Cash	<b>7g</b>	6,075.39	116,838.50	-	-	122,913.89
Cornerstone	<b>7h</b>	1,776.90	1,990.33	1,572.81	-	2,194.42
Reserve	<b>7i</b>	7,006.87	2,993.13	-	-	10,000.00
AV Fund	<b>7j</b>	2,603.23	-	1,516.48	-	1,086.75
Littlelots	<b>7k</b>	1,601.24	1,220.11	1,084.19	-	1,737.16
		<u>46,556.60</u>	<u>522,849.85</u>	<u>38,978.50</u>	<u>-</u>	<u>146,120.47</u>

### Notes

7.

**Heasman Legacy** represents monies donated for the maintenance and improvement of St Mary Magdalene church by the Estate of the Revd. Heasman in 2001.

<sup>a</sup> The fund remained unused in 2023.

**JW Lea & LN Lea Charity** is a legacy fund that the church receives an income from a shares fund. The income is shown under Investment Income. The fund shown in 4b is the holding fund, with the receipt amount the increase in value of this investment.

**St John Hall Trust** is a fund set up following the sale of St John Hall ("Scout Hut"). A proportion of this sale is held in trust with the income used for the works of the church. The opening investment was £175,419.27 with the remaining £8073.38 the increase in value of this investment.

**Talent Fund** is for projects for the benefit of the church or wider community. It can also be used to help those in need as recommended by the incumbent. The fund remained unused in 2023.

**Old School Building** income and expenditure is from the building being used for community use i.e guides etc. This fund recovered following the closure of the previous nursery. A new company has taken over the hire of the small hall for a nursery and are including renovations of part of the building. High cost renovations were completed in 2023 including central heating of the house that is rented and new doors to increase insulation and security.

**Children & Youth** is the fund for the creche, Sunday club and Youth groups. Limited funds remain with this being used up for education literature for the Sunday club. This small fund is unlikely to be used with church now budgeting for childrens and youth work from normal church funds.

**Restoration Fund** is the designated funds to the upkeep of the church building. Income has been from Fund Raising committee where 1/3 of their donation is put into the restoration fund. Additional income from a donation specified for the use of the restoration of the building. **This fund increased with £115,000 of the St John Hall sale able to be retained for restoration of the church building.**

**Cornerstone** is the community café run in the Old School Building by Church Volunteers. Donations are used to run the café with any surplus retained for future use for this project. Discussions are ongoing on what this can be used for with balances currently remaining unused.

**Reserve** is a fund retained in case of emergencies and to have a fund should incomes decline for any reason. This reserve fund was returned to £10,000 following the sale of St Johns Hall (Scout Hut) and the PCC feel this is an adequate fund for emergencies within the church, Old School Building and the House that is rented.

**AV Fund** Founded 2021 following fundraising through 2020 and 2021 for work to improve the equipment in the church. Included donations via the giving website specifically for this task plus donations given by individuals specifically for this fund. In addition a legacy from 2020 was designated to improve the AV as the PCC felt the person would have approved it's use. No further fundraising for this in 2023, continued updates and improvements spent from this fund included purchase of sound equipment. Remaining funds are likely to be used in installation of a hearing loop in 2024.

**Littlelots** is a parent a toddler group operated at the Old School Building operated by church volunteers. Donations are taken on entry and used for supplies. Remaining funds retained for use by this project. The leaders of this group have decided to donate £1000 of the fund to pay for childrens work in the church for 2024.

# St Mary Magdalene Church, Littleton (1304)

## Further analysis of major receipts and payments

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2023</u>	<u>TOTAL 2022</u>
<b>RECEIPTS</b>					
<b>a) All other giving/voluntary receipts</b>					
Old School Building Income (Non-Recurring)	-	26,781.88	-	26,781.88	25,177.50
Legacy	-	-	-	-	-
AV Fundraising	-	-	-	-	-
Special Collections	1,496.58	-	-	1,496.58	856.03
	<u>1,496.58</u>	<u>26,781.88</u>	<u>-</u>	<u>28,278.46</u>	<u>26,033.53</u>
<b>b) Activities for generating funds</b>					
Website Fundraising	284.81	-	-	284.81	336.00
Fundraising Committee	4,050.50	-	-	4,050.50	3,207.46
	<u>4,335.31</u>	<u>-</u>	<u>-</u>	<u>4,335.31</u>	<u>3,543.46</u>
<b>c) Church Activities</b>					
Fees weddings/funerals	1,440.00	-	-	1,440.00	6,952.60
Diocese Fees	1,583.00	-	-	1,583.00	4,413.00
	<u>3,023.00</u>	<u>-</u>	<u>-</u>	<u>3,023.00</u>	<u>11,365.60</u>
<b>c) Rentals</b>					
Old School Building House Renta	12,300.00	-	-	12,300.00	14,400.00
	<u>12,300.00</u>	<u>-</u>	<u>-</u>	<u>12,300.00</u>	<u>14,400.00</u>
<b>d) Returns / Grants</b>					
Tax refund	9,834.17	-	-	9,834.17	11,026.18
Energy Grant [8]	-	-	-	-	2,641.00
	<u>9,834.17</u>	<u>-</u>	<u>-</u>	<u>9,834.17</u>	<u>13,667.18</u>
<b>e) Property Sales</b>					
St John Hall [9]	17,392.85	-	290,419.27	307,812.12	-
	<u>17,392.85</u>	<u>-</u>	<u>290,419.27</u>	<u>307,812.12</u>	<u>-</u>

**Notes** 8. The church received a grant from the London Diocese for increased energy costs, this was a donation to churches across the diocese

**Notes** 9. St John Hall (Scout Hut) was sold for £307,812.12 of which £17,392.85 was retained for past maintenance and sale costs. £115,000 is retained and restricted for the restoration of the church building. £175,419.27 was transferred to an investment fund from which any income can be used for the use of the church.

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2023</u>	<u>TOTAL 2022</u>
<b>PAYMENTS</b>					
<b>d) Clergy and Staffing</b>					
Diocese Fees	2,240.00	-	-	2,240.00	4,534.00
Incumbent Expenses	943.46	-	-	943.46	560.92
	<u>3,183.46</u>	<u>-</u>	<u>-</u>	<u>3,183.46</u>	<u>5,094.92</u>
<b>e) Church Running Expenses</b>					
Photocopier	-	-	-	-	-
Stationery	821.93	-	-	821.93	1,071.44
Training, Audit & Licences	811.00	-	-	811.00	725.00
Insurance	3,946.92	-	-	3,946.92	3,842.93
Altar	3,001.63	-	-	3,001.63	3,482.28
Rectory	360.00	-	-	360.00	1,349.86
Utilities	4,352.06	-	-	4,352.06	2,818.80
Web	1,216.22	-	-	1,216.22	1,193.82
Telephone / Post	298.89	-	-	298.89	210.93
Audio Visual Work	-	1,516.48	-	1,516.48	1,073.64
Repairs	3,180.08	-	-	3,180.08	7,684.26
Scout Hut	-	-	-	-	3,898.85
Church Yard	739.00	-	-	739.00	786.63
	<u>18,727.73</u>	<u>1,516.48</u>	<u>-</u>	<u>20,244.21</u>	<u>28,138.44</u>
<b>f) Old School Running Costs</b>					
OSB Running Costs	-	9,084.24	-	9,084.24	9,168.44
OSB Insurance	-	1,735.96	-	1,735.96	1,572.28
OSB Utilities	-	4,577.70	-	4,577.70	5,029.90
OSB Repairs	-	19,407.12	-	19,407.12	3,200.95
	<u>-</u>	<u>34,805.02</u>	<u>-</u>	<u>34,805.02</u>	<u>18,971.57</u>
<b>g) Activities for generating funds</b>					
Fundraising Donations to PCC	1,808.00	907.00	-	2,715.00	1,890.00
Fundraising Committee Costs (Excluding donations)	1,307.85	-	-	1,307.85	1,387.28
	<u>3,115.85</u>	<u>907.00</u>	<u>-</u>	<u>4,022.85</u>	<u>3,277.28</u>
<b>h) Mission &amp; Donations</b>					
Mission	1,711.70	-	-	1,711.70	2,736.16
Special Collections - see below	1,847.69	-	-	1,847.69	-
	<u>3,559.39</u>	<u>-</u>	<u>-</u>	<u>3,559.39</u>	<u>2,736.16</u>
<b>Special Collections for reference only</b>					
Poppy Appeal	294.08	351.11	2022 was paid from 2023 funds		
Disaster Emergency Committee	412.12	-			
Shepperton Food Bank (Christmas Collections)	790.38	447.38			
	<u>1,496.58</u>	<u>798.49</u>			

#### NOTES

- 1) The financial statements of the Parochial Church Council have been prepared in accordance with the Church accounting regulations.
- 2) Donations and fundraising remain the key part of the income for the church
- 3) A focus remains on continuing to encourage planned giving
- 4) Church Reserves were replenished this year
- 5) Sale of St Johns Hall (Scout Hut) increased the year on year incomes vs. prior years

The PCC is a registered charity No. 1154895.

Approved by the Parochial Church Council on  
and signed on their behalf by

DATE

18/4/2024



Rector  
Revd. Tim Rose



Treasurer  
Jonathan Baker

**PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE CHURCH LITTLETON**

England & Wales - Charity number 1154895

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# Accounts

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**Annual Meeting**

**Thursday 27 April 2023 at 7.30pm in the Church**

**Agenda**

**Annual Meeting of the Parishioners to be held on Thursday 27 April 2023 at 7.30pm**

Opening Prayers

Election of Churchwardens

**Annual Parochial Church Meeting (APCM) Thursday 27 April 2023 at 7.40pm**

Apologies

Minutes of the previous meeting

Matters Arising

Electoral Role

Treasurer's report

Appointment of Auditor

Election of members to the PCC

Election of Deanery Synod Representatives

Election of Sidespersons

Reports

AOB – Please notify Reverend Tim Rose of any AOB 48 hours prior to the meeting

Grace

**Minutes of the Annual Vestry held on 28<sup>th</sup> April, 2022**  
**at 8pm on Zoom**

**Opening Prayers**

Revd. Tim Rose opened the meeting with prayer quoting Romans 15 v30.

*May the God of hope fill you with all joy and peace as you trust in him that you may overflow with hope by the power of the Holy Spirit.*

Life never works out as we expect it to as we imagine or often in our own strength it will. We never know what is around the next corner but unfortunately it is so true. Jesus never ever promises us an easy life. I think it is the most common conversation I get into with people. Just this afternoon a member of our local community said I don't know how you can believe with so many bad things happening and when I said to him to it is actually belief that gets met through the bad things. He looked very puzzled. As the verse says we would overflow with hope. It comes from the Holy Spirit not from our own strength and striving for it. Paul described that God is a God of hope and John that there is always love because that is what God is, a God of love. Whatever you are going through as we go into our next church year, we would ask the spirit of God to once again overflow with all joy and peace. Sometimes trusting in God is the hardest thing when life is not going as we planned or hoped and we think God has left us. He hasn't, he gets it, he is walking with us and understands our pain.

**Election of Churchwardens:**

I want to say again thank you to our Church wardens for the enormous amount of work they have done over the past year. Encouraging and challenging me, and us as a church family. Helping me, and keeping me on the straight and narrow.

I am pleased to say that both Rebeccah and Jane have agreed to stand again for another year. So starting with Rebeccah Cooper-Jones will someone propose Rebeccah – Peter Baker proposed Rebeccah and seconded by Louise Little. Jane Cosgrove proposed by Jill Chadwick and seconded by Will Hardy. Tim again thank the Wardens for their hard work and said sometime in early summer they had to head to London to be sworn in.

**Minutes of the of the Annual Parochial Church meeting, held on Zoom**  
**Thursday 28<sup>th</sup> April 2022 at 8.15pm.**

**Apologies:** Miranda Parr, Wendy Jackson, Sue Dean, Vicky Baker, Avril Merchant, Christine Woollard

**Minutes of the previous meeting:** As read

**Matters Arising:** None

**Electoral Role:** The meeting was updated with the new figures for the electoral role 123 in total 74 of which are residents and 49 non-residents, a reduction of 7 since last APCM. Tim advised the meeting that Irene Smith has now taken over the Electoral role.

**Treasurer's report:**

Jonathan: Our income was a little down although our planned giving has remained the same. We are very grateful for the donations we get every month. Collections remain flat from 2020 although we had our AV collection which accounts for the £6000 difference. We have a new line for rental. This is due to all the OSB committee have done with the house. We now have a monthly income. Tim added his thanks to the OSB committee for their incredible work in bringing the house back to life.

You will note the 2020 Summer Ball money going in and coming out following its cancelation. It was good to see again fundraising, with a quiz night towards the end of 2021. Gift aid is not far off from 2020 either. With thanks to Sadie Pyatt and Alice Baker for their work on the gift aid. It is such a big part of our income each year.

Costs remain pretty much flat as last year.

**Common Fund**

We paid £30,000 to the Common Fund in 2021 this is back on the previous year of £45,000. Although this amount was cut, half way through 2020, because of Covid and the church being closed. We have carried on in 2021 paying the £2500 per month through 2022. Although we did pay an extra £2000 at the end of 2021 and moved our payment up to £40,000 for 2022. I should point out that the total Common Fund we should pay is £85,000 per annum. Expenses showed higher as we spent some of the AV money, plus money from the general church fund was spent on finishing the house. The money from general church funds was fully paid back by the end of the year from the rent from the house. We did finish the year with an £11,000 surplus. £4000 of this is money still to be spent from the AV fund £2000 again was the top up paid to the

Common Fund and we didn't spend as much as a church as we thought to that has been rolled forward to this year.

Jonathan asked if there were any questions: Will Hardy thanked Jonathan for his presentation. Stated from memory our Common Fund was £60,000 pre pandemic Jonathan agreed. That is a huge drop, not just caused by Covid but also the conflict within the church. Will stated this should never happen again. Tim said we must move on from there, we have had church growth which is very welcome. Rebecca said that she would put her mediation hat on in terms of conflict. Conflict can be incredibly healthy and creative whilst, at that point, painful. It can be very helpful for people moving forward, so I think that it is unwise to always look at conflict as a negative thing. Tris R-S: What is the rough proportion of where the income comes from? If it is sliced into a pie chart are there bits of the pie that has an outside influence? Jonathan replied 37% is coming from planned giving, all other giving and voluntary receipts is made up of the differing incomes to the OSB. Next biggest one is the house rental 12% and then Gift Aid 11% and everything else is single digits. Tris, so plate giving on a Sunday is right down there? Planned giving is regular amounts paid monthly.

Will H asked about the scout hut. Tim advised planning was rejected. The purchasers wanted to resubmit plans but their architect wanted a further £7000. We are now doing a pincer movement of pressure to the people wishing to purchase the scout hut to get a move on. Hopefully, in the last few days, they have been able to make some movement with their architect to move things forward. It looks like they are seeing sense and reducing the height of the roof and a new planning application is going in.

**Auditor:** Finally the auditor for 2021 is Kevin Ogilvy. He used to have the same job as Mary Spreadbury. He is very aware of church accounts. I would like to propose him to continue as our Independent Examiner for the coming year. Proposed by Rebecca Cooper Jones and Seconded by Jill Chadwick. All were in favour.

Tim: Is everyone happy to agree the accounts as presented. All at the meeting were in agreement on the accounts.

Tim thanked Jonathan for all his hard work on our accounts.

**Election of members to the PCC.** Tim offered his thanks to Chris Scott and Laura de Young for their work on the PCC over their period of office. Many thanks for your contributions to the PCC.

We have had nominations from the following people: Belinda Scott proposed by Jane Cosgrove and seconded by Tris Reece-Smith and Wendy Jackson proposed by Louise Little and seconded by Elizabeth Kortebout. Both were duly elected to the PCC by the meeting.

**Side persons:** At the 09.30 service we have Jean Brown, Sue Dean, Elizabeth Kortebout & Jill Greenwood.

Will Hardy commented that the Wednesday fellowship was not mentioned in either the Churchwardens' report or the Vicars' report. Even though they had been meeting in church during 2021 and before the church opened fully in September 2021. Tim apologised for the omission and said he would amend his report. Rebecca said that she took Will's point but that the prayer meeting albeit on zoom had been a large part of our worship during the lockdown and this also was not mentioned in either reports. Will commented that the APCM report was much reduced this year. Tim replied that he had always been amazed at the level of reporting we have done as a church. People are becoming more and more time poorer and getting people to do things is getting more difficult. Going forward I think that is the way life will be. Will H then mentioned the Ivy League where names of those involved were not mentioned. Rebecca said that there are many unnamed people doing work in the church. It is impossible to name them all.

Will H: Was there Deanery Synod report? Tim advised that as yet he has not received one but would circulate when received.

Rebecca: Said that she would like to thank Tim as Rector of our parish for all his work and also to thank Emma for her work with the children. It is greatly appreciated.

Tim: Easter weekend was wonderful. We had amazing liturgy and hymns and wonderful contemporary worship. We had an incredible Easter egg hunt. One member of our church commented that what was amazing is that it was not frequent fliers present it was infrequent fliers too. Our whole church household was there. A real sign that the Kingdom of God at work within us. An extraordinary miraculous answer to prayer for a member of our church just before Christmas with a serious cancer issue, was healed. I feel excited although confused as life settles down if we ever get there. We need to revisit who we are. We will revisit our Mission Action Plan. Seeing people coming to faith is wonderful. In January we saw three people coming to faith on one Sunday.

The meeting closed with prayer at 08.55pm

## **Vicars AGM report:**

As I looked back to my report of 12 months ago I saw there were two central themes that of thankfulness and uncertainty.

One of those themes remains the same this year that of thankfulness. My thankfulness to all of you. From the youngest to the oldest whatever role you play in our church household you are vital and I thank you from the bottom of my heart. Your time is given voluntarily and you are a huge blessing. The danger of naming people individually is that you miss someone it so this is my generic huge THANKYOU to you all.

It has been wonderful to have a full year back worshipping in person on a Sunday. We have taught in our Sunday services on spiritual gifts, giving, the fact that we are blessed to bless others, what it means to be a Godly community and The Cross. It was wonderful especially in the series on the Spiritual gifts to see them in evidence in our services especially words of knowledge and prophecy.

We have had speakers from within our own congregation as well as from different churches and organisations such as Tearfund and Compassion. All of these speakers have added richness and challenge to our teaching. I am indebted to Sue, Miranda, Irene, Tris and all who help with Sunday worship.

So many people put so much time in to make our Sundays happen and thank you to all of you. The volunteer children's and youth teams have worked incredibly hard again this year as have averaged 30 children in our groups Sunday by Sunday and at times have had over 20 children in one group alone. This is so encouraging for a church in a community of our size. There are plans now to start a monthly group for older youth from year 9 and above.

Sunday club and youth have also enjoyed various socials to places such as, liquid leisure, Jump Giants and Coral Reef.

Wednesday Fellowship has continued to be very strong under Miranda Parr's leadership and is a wonderful time each Wednesday morning between 10 & 10:45 to gather for a short time of worship, reflection and communion twice a month. I am delighted that Miranda has recovered so quickly from her skiing accident and is back with us.

We have continued to meet regularly in small groups. Some of which have been going for many years and others more recent. The prayer meeting has continued on zoom each Wednesday and continues to be the unseen life blood of our church and a real encouragement to all who gather each week. Do join us if you can.

One of the real joys of the last year has been the growth of some of our outreach ministries. Cornerstone, Beer and Bible and Littletots have gone from strength to strength. It's been great to see very large numbers and people coming to church as a result or coming to church and then getting involved with these ministries.

On top of these we have also had one off events such as woman's breakfasts a very successful concert from Philippa Hanna and an evening of magic and comedy from John Archer. Ian, Irene and the fundraising team have continued to run sell out quiz nights as well as some wonderful open afternoons in the church which brought in any first time visitors into our church building and started many conversations.

Over the past year the PCC have restarted the process of looking at our Mission Action Plan and seeking new ways to enable us to grow the kingdom of God through Faith, Hope and Love.

So much to be thankful for and so much to look forward to as we continue to walk with God as he leads his church forward. We look forward with Hope knowing that God has been faithful in the past and knowing that he will again into the future.

All my love and prayer,

Tim

## Spelthorne Deanery Report (Father Joseph Fernandes)

With the lifting of restrictions, Synod was once again able to meet in person rather than by zoom in February, June & October. Synod meetings provide an opportunity for sharing news and enjoying friendship with the clergy and lay representatives from the eleven churches within the Spelthorne Deanery.

Clergy moves within the Deanery – there were no appointments, retirements or resignations this year.

The February meeting featured a presentation by Rev Jonathan Rust Director Of Mission for Kensington Area on “Living in Love & Faith”(LLF) which is one of the pillars of the London Diocese Capital Vision 2030, His talk, illustrated with slides, acknowledged that human sexuality, relationships and marriage can be a difficult subject to discuss for those of the “baby boom” generation and that the Church has often appeared to be out of touch with modern society and not welcoming to all people in our communities.

Fr Robert Thompson (a member of General Synod) spoke and led a discussion on The Parish System at our June meeting. Amongst items discussed were: What animates us about Jesus? What do we feel about Church Plants?' How do we offer a welcome to those from a different cultural background? Also, how do we ensure that by “growing younger” we do not alienate older members of our congregations?

Our final meeting in October heard from Alison Tsang, from the Diocese, who spoke on Compassionate Communities & Modern Slavery. Her talk highlighted key areas: Caring for God's creation; Mental Health & Isolation; Refugees, Asylum Seekers & Modern Slavery; Money, Debt & Food Insecurity; Safer Communities for all young people & Housing & Homelessness.

Annual Finance meetings were hosted by Archdeacon Richard Franks & Rev Mary Spredbury (Diocesan Finance Officer).

During the year reports were given by Nick Wood-Dow & Carolyn Clark on issues discussed at the London Diocesan Synod.

At the October meeting synod approved the appointment of Mrs Jayne Brownlow as Deanery Representative on the Board of Governors of Laleham CE School.

Finally the following were elected to serve on the Standing Committee of the Deanery Synod: Fr Joseph Fernandes (Area Dean); Rev Simon Douglas Lane & Fr Stuart King as Clergy representatives. Norman Head (current Lay Chair); Deborah Bull & Jo Child were elected as Lay representatives.

## Churchwardens' Report

Faced with our next APCM, we reflect on what has gone well, what may not have gone as well as we had hoped, and we turn to the future, with lots of prayer for God's guidance and grace for our little church at the very edge of the Diocese of London.

The last 12 months saw considerable change for the Church on a wider scale, following the death of HM Queen Elizabeth II, and on the verge of the coronation of the new King, we all look to the future whilst considering the past. Here in Littleton, on a considerably smaller scale but nonetheless very important for our Parish, we saw the sale of the St John's Hall – also known as the Scout Hut. The historians in the Parish will be able to put a better timescale for the mammoth task for disposing of the land, but we know that this process has been ongoing for decades. It is no mean feat that we have finally managed to complete the sale, after a slightly bumpy ride and a couple of false starts in the last 12 months. Whilst we are bound by the requirements of the Charity Commission in terms of the investments that need to be made, and guidance sought, we know that the fact that we have some funds now in place will be of significant benefit for seeking grants and assistance from various agencies in securing the fabric of our Grade 1 listed church building. Our thanks go out to all of those who have worked on the sale of the Scout Hut over the years – you are too numerous to mention, but we thank you for everything!

In relation to the building itself, we had the regular Quinquennial inspection in the middle of 2022, and the report that was returned to us gave no real surprises. We know that we need to do some significant work to our building to ensure its preservation and function, but now that we have the proceeds of the sale mentioned above, we are seeking the most appropriate funding for the work required. We pray that, by the time we are due to the next Quinquennial inspection, we will be able to tick off some, if not all, of the outstanding tasks. Of course, we must ensure that the work that will be done is of the required standard, and so on, so this will be another challenge over the coming years.

As your Churchwardens, we would like to thank all of the people that make our church function, from the cleaners to the coffee makers, from the pastoral care team to all of the children and youth volunteers, from our amazing music team to our clergy and lay minister, and all members of our PCC. Without any one, our community lives become more challenging. We are truly a "household" with many people working to make us work! Our community outreach goes from strength to strength, and the more that we do, the more we realise that we are needed in our community. So, thank you! Thank you to each and every one – and may we see further change and growth over the next year, as we have over the last.

Finally, we pray for and encourage our Ministry team – for Tim and Emma, Sue and Miranda, and all of our speakers, whether regular or visiting. We continue to be encouraged by God's people in our comparatively tiny place in the Kingdom. Let us continue to live in Faith, Hope and Love together.

Jane and Rebecca  
Churchwardens

## **Independent Examiner's Report to the Trustees of St Mary Magdalene Church, Littleton**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2022 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity'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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity 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**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex,  
UB8 3LR



17<sup>th</sup> April 2023

## St Mary Magdalene Church, Littleton (1304)

**FINANCIAL STATEMENT FOR YEAR ENDED 31st DECEMBER 2022**

### Receipts and Payments Accounts

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2022</u>	<u>TOTAL 2021</u>
	£	£	£	£	£
Voluntary Receipts					
<b>RECEIPTS</b>					
<b>Voluntary Receipts</b>					
Planned Giving	34,963.00	-	-	34,963.00	39,492.50
Collections at Services	4,718.90	-	-	4,718.90	3,586.67
All other giving/voluntary receipts	7,462.71	25,177.50	-	32,640.21	24,780.65
Gift Aid recovered	11,026.18	-	-	11,026.18	12,210.14
<b>Rental</b>	14,400.00	-	-	14,400.00	13,200.00
<b>Activities for generating funds</b>	3,543.46	3,433.74	-	6,977.20	2,023.48
<b>Investment income</b>	169.07	30.87	-	199.94	166.86
<b>Gains on Investment Assets</b>	-	-	-	-	797.88
<b>Church activities</b>	11,425.60	-	-	11,425.60	7,488.20
<b>Inter-Account Transfers</b>	-	-	-	9,613.00	3,393.39
<b>Grants [1]</b>	2,641.00	-	-	2,641.00	-
<b>TOTAL RECEIPTS</b>	<b>90,349.92</b>	<b>28,642.11</b>	<b>-</b>	<b>128,605.03</b>	<b>107,139.77</b>

**Notes** 1. The church received a grant from the London Diocese for increased energy costs, this was a donation to churches across the diocese

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2022</u>	<u>TOTAL 2021</u>
	£	£	£	£	£
<b>PAYMENTS</b>					
<b>Church activities</b>					
Common Fund	42,000.00	-	-	42,000.00	30,000.00
Clergy and staffing costs	6,996.09	-	-	6,996.09	4,676.24
Church running expenses	27,064.80	1,073.64	-	28,138.44	33,828.73
Hall running costs	-	18,971.57	-	18,971.57	18,002.02
Mission and donations	4,116.68	-	-	4,116.68	339.57
<b>Cost of generating funds</b>	3,327.12	2,966.00	-	6,293.12	2,252.59
<b>Loss on Investment Assets [2]</b>	-	-	735.82	735.82	797.88
<b>Loans</b>	-	3,333.00	-	3,333.00	3,333.33
<b>Wages</b>	1,026.00	-	-	1,026.00	-
<b>Inter-Account Transfers</b>	-	-	-	9,613.00	3,393.39
<b>TOTAL PAYMENTS</b>	<b>83,504.69</b>	<b>23,011.21</b>	<b>735.82</b>	<b>121,223.72</b>	<b>95,825.87</b>
<b>EXCESS OF PAYMENTS AND RECEIPTS</b>	<b>6,845.23</b>	<b>5,630.90</b>	<b>735.82</b>	<b>7,381.31</b>	<b>11,313.90</b>

**Notes** 2. The church receives an income from a shares fund under the name of "JW Lea & LN Lea Charity". This fund is invested in shares on behalf of the charity and has shown a reduction in value in 2022.

<b>Cash at bank and in hand at 1 Jan 2022</b>	47,301.85	33,335.12	8,876.61	89,513.58
<b>Cash at bank and in hand at 31 Dec 2022</b>	58,479.08	30,275.02	8,140.79	96,894.89

## St Mary Magdalene Church, Littleton (1304)

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2022</u>	<u>TOTAL 2021</u>
	£	£	£	£	£
<b>Statement of Assets and Liabilities</b>					
<b>Fixed Assets</b>					
Shares - JW Lea & L N Lea Charity	-	-	5,662.21	5,662.21	6,398.03
<b>Bank Accounts</b>					
Bank Current Account	42,066.86	2,603.23	-	44,670.09	48,866.84
Deposit Account (unrestricted)	14,400.00	-	-	14,400.00	-
Fund Raisers Account	354.16	-	-	354.16	450.00
Summer Ball	1,621.94	-	-	1,621.94	1,621.94
Old School Building Fund	-	11,206.49	-	11,206.49	5,000.56
Children and Youth Bus.Prem. Acc.	-	4.90	-	4.90	4.90
Restoration	-	6,045.70	-	6,045.70	5,432.83
Cornerstone	-	1,653.99	-	1,653.99	1,853.99
Heasman	-	-	1,965.81	1,965.81	1,965.81
Talent	-	-	512.77	512.77	512.77
Reserve	-	7,006.87	-	7,006.87	16,279.87
Littlelots	-	1,507.05	-	1,507.05	772.05
<b>Cash</b>					
Restoration Petty Cash	-	29.69	-	29.69	29.69
Littlelots Cash	-	94.19	-	94.19	242.83
Cornerstone Cash	-	122.91	-	122.91	41.53
Fund Raisers Petty Cash	36.12	-	-	36.12	39.94
<b>BALANCE TOTALS</b>	<b>58,479.08</b>	<b>30,275.02</b>	<b>8,140.79</b>	<b>96,894.89</b>	<b>83,115.55</b>

### LIABILITIES

**Notes** 3. The financial statements of the PCC have been prepared in accordance with Church Regulations 2006 on a receipts and payments basis

## St Mary Magdalene Church, Littleton (1304)

The movements in designated and restricted funds during the year were:

		Bal. C/fwd	Receipts	Payments	Transfer	Bal. C/fwd
<b>Restricted</b>						
Heasman Legacy Fund	4a	1,965.81	-	-	-	1,965.81
JW Lea & LN Lea Charity	4b	6,398.03	-	735.82	-	5,662.21
Talent Fund	4c	512.77	-	-	-	512.77
		<u>8,876.61</u>	<u>-</u>	<u>735.82</u>	<u>-</u>	<u>8,140.79</u>
<b>Designated</b>						
Old School Building Fund	4c	5,000.56	25,177.50	18,971.57	-	11,206.49
Children & Youth Fund	4d	4.90	-	-	-	4.90
Restoration Fund incl Petty Cash	4e	5,462.52	612.87	-	-	6,075.39
Cornerstone	4f	1,895.52	1,631.19	1,749.81	-	1,776.90
Reserve	4g	16,279.87	-	-	9,273.00	7,006.87
AV Fund	4h	3,676.87	-	1,073.64	-	2,603.23
Littlelots	4i	1,014.88	1,802.55	1,216.19	-	1,601.24
		<u>51,088.34</u>	<u>29,224.11</u>	<u>23,011.21</u>	<u>9,273.00</u>	<u>30,275.02</u>

### Notes

4.

**a Heasman Legacy** represents monies donated for the maintenance and improvement of St Mary Magdalene church by the Estate of the Revd. Heasman in 2001. The fund remained unused in 2022.

**b JW Lea & LN Lea Charity** is a legacy fund that the church receives an income from a shares fund. The income is shown under Investment Income. The fund shown in 4b is the holding fund

**c Talent Fund** is for projects for the benefit of the church or wider community. It can also be used to help those in need as recommended by the incumbent. The fund remained unused in 2022.

**c Old School Building** income and expenditure is from the building being used for community use i.e guides etc. This fund recovered this year with hires and party hall hire returning. Energy costs were high with inefficient heating in the house, the OSB Committee are exploring grants and options to install central heating.

**d Children & Youth** is the fund for the creche, Sunday club and Youth groups. Limited funds remain with this being used up for education literature for the Sunday club.

**e Restoration Fund** is the designated funds to the upkeep of the church building. Income has been from Fund Raising committee where 1/3 of their donation is put into the restoration fund. Additional income from a donation specified for the use of the restoration of the building.

**f Cornerstone** is the community café run in the Old School Building by Church Volunteers. Donations are used to run the café with any surplus retained for future use for this project.

**g Reserve** is a fund retained in case of emergencies and to have a fund should incomes decline for any reason. No income to the fund, £6k transfer from Reserve to OSB to replace double glazing windows as part of long term energy usage reduction. It is planned for this to be returned to reserve when funds allow. Remaining £3k for the loan related to the electrical works from 2019, this was planned to be paid from the reserve.

**h AV Fund** Founded 2021 following fundraising through 2020 and 2021 for work to improve the equipment in the church. Included donations via the giving website specifically for this task plus donations given by individuals specifically for this fund. In addition a legacy from 2020 was designated to improve the AV as the PCC felt the person would have approved it's use. No further fundraising for this in 2022, continued updates and improvements spent from this fund.

**i Littlelots** is a parent a toddler group operated at the Old School Building operated by church volunteers. Donations are taken on entry and used for supplies. Remaining funds retained for use by this project

# St Mary Magdalene Church, Littleton (1304)

## Further analysis of major receipts and payments

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2022</u>	<u>TOTAL 2021</u>
<b>RECEIPTS</b>					
<b>a) All other giving/voluntary receipts</b>					
Donation from Summer Ball to PCC	-	-	-	-	-
Old School Building Income (Non-Recurring)	-	25,177.50	-	25,177.50	19,241.55
Legacy	-	-	-	-	-
AV Fundraising	-	-	-	-	2,340.59
Special Collections	856.03	-	-	856.03	61.16
	<u>856.03</u>	<u>25,177.50</u>	<u>-</u>	<u>26,033.53</u>	<u>21,643.30</u>
<b>b) Activities for generating funds</b>					
Website Fundraising	336.00	-	-	336.00	117.08
Fundraising Committee	3,207.46	-	-	3,207.46	891.12
Summer Ball fundraising	-	-	-	-	-
	<u>3,543.46</u>	<u>-</u>	<u>-</u>	<u>3,543.46</u>	<u>1,008.20</u>
<b>c) Church Activities</b>					
Fees weddings/funerals	6,952.60	-	-	6,952.60	4,559.20
Diocese Fees	4,413.00	-	-	4,413.00	2,849.00
	<u>11,365.60</u>	<u>-</u>	<u>-</u>	<u>11,365.60</u>	<u>7,408.20</u>
<b>c) Rentals</b>					
Old School Building House Rental [5]	14,400.00	-	-	14,400.00	13,200.00
	<u>14,400.00</u>	<u>-</u>	<u>-</u>	<u>14,400.00</u>	<u>13,200.00</u>
<b>d) Returns / Grants</b>					
Tax refund	11,026.18	-	-	11,026.18	12,210.14
Energy Grant [6]	2,641.00	-	-	2,641.00	-
	<u>13,667.18</u>	<u>-</u>	<u>-</u>	<u>13,667.18</u>	<u>12,210.14</u>

**Notes** 5. House Rental in 2021 was being used to top-up reserve was recorded in Unrestricted Designated. In 2022 as the reserve was back at expected levels the rental was moved to be for unrestricted funds.

**Notes** 6. The church received a grant from the London Diocese for increased energy costs, this was a donation to churches across the diocese

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2022</u>	<u>TOTAL 2021</u>
<b>PAYMENTS</b>					
<b>d) Clergy and Staffing</b>					
Diocese Fees	4,534.00	-	-	4,534.00	2,555.00
Incumbent Expenses	560.92	-	-	560.92	496.24
	<u>5,094.92</u>	<u>-</u>	<u>-</u>	<u>5,094.92</u>	<u>3,051.24</u>
<b>e) Church Running Expenses</b>					
Photocopier	-	-	-	-	875.66
Stationery	1,071.44	-	-	1,071.44	880.22
Training	725.00	-	-	725.00	16.98
Insurance	3,842.93	-	-	3,842.93	3,802.41
Altar	3,482.28	-	-	3,482.28	1,277.04
Rectory	1,349.86	-	-	1,349.86	386.45
Utilities	2,818.80	-	-	2,818.80	2,008.75
Web	1,193.82	-	-	1,193.82	736.58
Telephone / Post	210.93	-	-	210.93	365.42
Audio Visual Work	1,073.64	-	-	1,073.64	8,409.40
Repairs	7,684.26	-	-	7,684.26	14,211.82
Scout Hut	3,898.85	-	-	3,898.85	125.00
Church Yard	786.63	-	-	786.63	733.00
Parking	-	-	-	-	-
	<u>28,138.44</u>	<u>-</u>	<u>-</u>	<u>28,138.44</u>	<u>33,828.73</u>

**f) Old School Running Costs**

OSB Running Costs	-	9,168.44	-	9,168.44	4,081.84
OSB Insurance	-	1,572.28	-	1,572.28	1,499.98
OSB Utilities	-	5,029.90	-	5,029.90	4,193.73
OSB Repairs	-	3,200.95	-	3,200.95	8,226.47
	-	18,971.57	-	18,971.57	18,002.02

**g) Activities for generating funds**

Littleton Life - Parish Magazine Costs	-	-	-	-	411.60
Fundraising Donations to PCC	1,308.00	582.00	-	1,890.00	320.00
Fundraising Committee Costs	1,387.28	-	-	1,387.28	576.98
Summer Ball Donation to PCC	-	-	-	-	-
Summer Ball Costs	-	-	-	-	-
	2,695.28	582.00	-	3,277.28	1,308.58

**h) Mission & Donations**

Mission	2,736.16	-	-	2,736.16	298.47
Special Collections - see below	-	-	-	-	118.70
	2,736.16	-	-	2,736.16	298.47

**Special Collections for reference only**

	2022	2021	Notes
Poppy Appeal	351.11	61.16	2022 will be paid from 2023 funds
Faith Awareness in Children Trust (Christmas Collections)	-	28.77	2021 paid from 2022 funds
Shepperton Food Bank (Christmas Collections)	447.38	28.77	2022 and 2021 paid from 2022 funds
	798.49	118.70	

**NOTES**

- 1) The financial statements of the Parochial Church Council have been prepared in accordance with the Church accounting regulations.
- 2) Donations and fundraising remain the key part of the income for the church
- 3) A focus remains on continuing to encourage planned giving
- 4) Church Reserves were reduced to support repairs to the Old School Building.

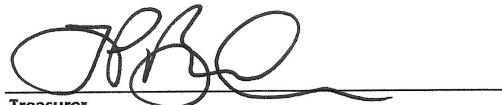
The PCC is a registered charity No. 1154895.

Approved by the Parochial Church Council on  
and signed on their behalf by

DATE 20/4/2023



Rector  
Revd. Tim Rose



Treasurer  
Jonathan Baker

**PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE CHURCH LITTLETON**

England & Wales - Charity number 1154895

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# Accounts

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**Annual Parochial Church Meeting (APCM)**

**Thursday 28 April 2022 at 7.30pm on Zoom (502 045 1072)**

**Agenda**

**Opening Prayers**

**Election of Churchwardens**

**Apologies**

**Minutes of the previous meeting**

**Matters Arising**

**Electoral Role**

**Treasurer's report**

**Auditor**

**Election of members to the PCC**

**Side persons**

**Reports**

**AOB – Please notify Reverend Tim Rose of any AOB 48 hours prior to the meeting**

## Minutes of the Annual Vestry held in the Church on 29<sup>th</sup> April, 2021 at 8pm on Zoom

### Opening Prayers

Revd. Tim Rose opened the meeting with prayer quoting Hebrews 10 24:25.

We are in a season of recovery. Some of us in a small way some of us in a big way. Some grieving some not sure where we are. We are fragile as a community as a country as a world as we come out of this and as we help one another, with the Lord encouraging and supporting. Especially of the next few day, weeks, months, let's see how we can love and encourage each other. It is the small things, a card, a message going for a coffee that make the difference. Over this year ahead let us ask God how we can encourage one another over the coming weeks and months and over the year ahead to be aware how fragile we are and learn how to build each other up again and recover well.

*'Lord show me who I can encourage, and be creative in doing so, as we build each other up.'* Amen

### Election of Churchwardens:

I want to say thank you to our Church wardens for the enormous amount of work they have done over the past year. Encouraging me, and us as a church family. Helping me, and keeping me on the straight and narrow.

I am pleased to say that both Rebeccah and Jane have agreed to stand again for another year. So, starting with Rebeccah Cooper-Jones will someone propose Rebeccah - Gillian Keller proposed Rebeccah and seconded by Rachel Reece Smith. Jane Cosgrove proposed by Jill Chadwick and seconded by Reg Berry. Tim again thanked the Wardens for their hard work and said sometime in June or July they had to head to London to be sworn in.

## Minutes of the of the Annual Parochial Church meeting, held on Zoom Thursday 29<sup>th</sup> April 2021 at 8.15pm.

**Apologies:** Miranda Parr

**Minutes of the previous meeting:** Tim advised that Publisher cut off a line and missed the names of the newly elected. Louise said the line that was missing said **'We have received nomination paperwork from Chris Scott, Rachel Reece-Smith and Rebecca Capper'** these three people were duly elected to the PCC by the meeting. Another note is that Gareth is mentioned twice in the minutes. Once under the PCC and again under Deanery Synod it should only have been Deanery Synod. Wendy asked that page seventeen should reflect our new postcode which is **TW17 0QB**.

**Matters Arising:** None

**Electoral Role:** Wendy updated the meeting with the new figures for the electoral role. 130 in total 74 of which are residents and 56 non-residents, an increase of 2 since last APCM.

### Treasurer's report:

Jonathan Baker, Treasurer, stated that the accounts had been previously been distributed and he would go through the top line.

Income for 2020 was significantly back on last year, not all due to Covid. £115,000 compared to £157,000 last year. Part of that is because our monthly income and weekly donations were greatly reduced. Collections on services, we only had services up until March 2020. Our collections for 2019 were around £11,000 and £9000 for 2020 but some of the £9000 was made up with the special collection for the AV system in the church, which raised about £5000 out of the £9000. Giving in voluntary receipts was £26000 2020 compared to £50000 2019, that is partly because we had a grant from the Diocese that was given for the electrical work carried out in the church in 2019. Gift aid recovered was pretty much on par. Jon offered his thanks to Alice Baker and Sadie Pyatt for the enormous amount of work they do in the recovery of the £14,000 in tax. The income of £8000 on the summer ball accounts was all refunded and a donation of £700 was made by the committee, to church funds, which we were incredibly grateful for considering there was no Summer Ball. There is a new line on here which is related to an investment income. We hold a shares fund which was a donation to a charity. The Auditor wanted us to show it on the accounts and this

will be the case going forward. Church activities £2,500 as opposed to £8,500 the previous year. This was due to no funerals or weddings being held due to Covid.

Jon asked if there were any questions. Will Hardy asked about planned giving being reduced. Jon said that this was due to people not able to continue with their monthly donations and the Church being closed and was expected. Will said that he had checked back over 2018 it had been £50,000, 2019 £46,000 and 2020 £38,000 and he said he just wanted to flag it up.

**Common Fund:** This reduced down to £45,000 this year. That was an agreed reduction in June 20 for three months and then the Diocese agreed to a further 50% reduction for a further three months beyond that. They also agreed to defer the loan for the electrical work which was done in 2019 this was funded half through a grant and half through a loan. We were supposed to start repaying the loan in 2020 but this was deferred and we will start paying it back in 2021 over three years. The running expenses were greatly reduced as the church was closed. Bills still had to be paid, Insurance cover, utilities, repairs, photocopier etc. There was £15,000 for electrical work but that will be paid back from the grant/loan.

Hall running costs – These were greatly reduced due to the OSB building being closed for a good part of the year. Cost of generating fund was mainly due to the summer ball refunds, and £700 donation and the movement of funds to complete the OSB house.

Any questions: Will Hardy: the payment into the Common Fund has gone down, Jon explained that we had offered to pay 2020 £62,000 although we tried to maintain this during the first lockdown we had to reduce it by half in the second half of the year. Jon said that the Diocese were incredibly supportive throughout. Although we know some churches gave nothing we went on paying what we could. Tim: It is fair to say that very shortly after lockdown Jon and I looked at the accounts. The drop off in income was dramatic and as a PCC we decided to ask for a reduction. If we had not done this we would have probably have run out of cash.

Tim: Is everyone happy to agree the accounts as presented. All at the meeting were in agreement.

**Auditor:** Finally the auditor for 2020 was Kevin Ogilvy. He used to have the same job as Mary Spreadbury. He is very aware of church accounts. I would like to propose him to continue as our Auditor for the coming year. All were in favour. Tim: In normal times being Treasurer is an enormous job, but in these difficult times it has been an even bigger job so our thanks go to you Jon for your amazing support to me and our church accounts.

**Election of members to the PCC.** Tim offered his thanks to John Rook, Diana Lees, and James Merchant and to Margaret Lilly, who is stepping down a year early. Many thanks for your contributions to the PCC.

Especially to Diana who just took a year off from being a Warden and then straight back on.

We have had nominations from the following people, Elizabeth Kortenbout, Avril Merchant, Jill Chadwick & Robin Ramus. Does anyone have any objection to these four nominees being elected? There were no objections, all were duly elected to the PCC by the meeting.

Sue Dean and Gareth Keller are in their second year as Deanery Synod representatives. Tim asked if they were willing to continue to stand. They both agreed to continue standing as Synod reps.

**Side persons:** There was no record of the side people for 2020 as the church has been closed. Tim asked if anyone present at the meeting who had been a side's person would like to stand down. Sadie Pyatt said that she would like to stand down. Tim thanked her for her service over the years on side.

#### **Reports:**

Tim said that on his report he would like to make a correction. Searching in Faith had continued meeting over the past year. Dizzie offered a correction to the date of the United Benefice ceasing it should read the 26<sup>th</sup> November, 2020. Tim thanked Dizzie for her correction.

Rebecca said that she would like to say to Tim, thank you for your work over the past year. To you and Emma and the family for inviting us into your home every week for our weekly services and for the creativity and presentation of your services.

Tim closed the meeting with prayer at 20.40

## **PCC meeting to elect a Treasurer and Secretary to the PCC**

Tim proposed Louise Little: as Secretary and Jonathan Baker as Treasurer. All the meeting were in agreement.

## ST MARY MAGDALENE, LITTLETON

### ANNUAL REPORT 2021-22

#### **Rector's Report:**

2021/22 was another year like the one before that none of us had anticipated. Covid continued to dominate and restrict our lives and kept the church building closed well into the Autumn. A fantastic group of people continued to keep the church going on line and enabled people to meet up where possible in small groups through the summer months. I would like to publicly thank Irene Smith and her team for all her work on Cornerstone. Emma Rose, Katie Breese, Tris Reece Smith and all the contributors to our online Sunday services.

Reopening in September: We reopened in September with a wonderful celebration and lovely gathering in the Rectory garden. It was great to be reconnect with one another and get to know the many people who had joined the church household during lockdown.

The next few months proved very challenging. As we reopened the church our own Covid levels went up and a large number of the church household and those in our community contracted Covid. As a result, we saw a significant drop in numbers through Advent and then, with the desire to be with our families at Christmas, I made the difficult decision to put our Christmas services back online. It was a tough call to make, but I think the right one with the rate at which Covid was and has continued to spread.

Since then, we are slowly coming out into a new time which will continue to evolve over the next few months.

**Saying Thank you!** Our Sunday children's and youth groups have also been buoyant. A massive thanks goes to Chris Scott, Richard Martin, Sam Saxon, Laura De-Young in helping to lead Youth.

Emma Rose, Jen and Emma Kriel, Kelly Murray, Laura Ramus, Natalie Wilkins, Carly Harris and all those who have helped with Sunday Club.

It was great to be able to start a new group for those in reception and year one called Stars alongside our Creche and a huge thank you to Rachel Reece-Smith, Jill Chadwick, Jo Carter-Kenton and all who help to run that group. If I have failed to mention you by name, I do apologise.

We have been blessed to have had Teil Scott with us on a more regular basis to play the organ for our worship at 9:30 and Tris continues to do an amazing job at 11:15.

We are indebted to Christine Woollard, Jill Chadwick and Audrey Bishop for getting the church ready for Worship every Sunday. To Sue, Jill, Dizzie, Rebekah and all who help welcome.

To Dizzie Kortenbout and her wonderful team of cleaners and also Dizzie's church yard team. Dizzie also helps me out with funerals, so since stopping being church warden she has almost become even busier!

To our incredible church wardens Rebekah Cooper-Jones and Jane Cosgrove who I can't thank enough. They are incredible and prayerful wardens and work so hard on you're and my behalf. They encourage, rebuke and guide me in leadership in a wonderful way.

To my leadership team, Irene Smith, Sue Wood and Miranda Parr who help to prayerfully steer our church and do a huge amount both up front and behind the scenes.

To the extraordinary Wendy Jackson and Jonathan Baker who administer the church and look after our finances and still somehow put up with me.

To our PCC: Louise Little, Dizzie Kortenbout, Miranda Parr, Rebekah Cooper Jones, Jane Cosgrove, Sue Dean, Gareth Keller, Chris Scott, Robin Ramus, Rachel Reece Smith, Jonathan Baker, Jill Chadwick, Avril Merchant, Becky Capper.

To the OSB Committee: Louise Little, Peter Baker, Dizzie Kortenbout, Dot Hagon, Fleur Coates, Sue Breckon.

To Irene and all who serve at Cornerstone,

To Alice and the wonderful Littlelots' Team.

To our other preachers Emma Rose, Simon Shutt and Simon Bagg. To those who have visited us this year, Toby Wood and Richard Moy.

To Katie Sumner my wonderful co-host on Anymore Tea podcast.

Thank you to those who lead small groups, Gillian Keller, Will Hardy, Emma Rose, Simon Shutt and James Merchant. Not all of our small groups have restarted which is both understandable and a sign of the world in which we find ourselves in.

If I have not mentioned you by name in this report, this thank you is for you. You are amazing I am so grateful for all you have done. I'm sorry for not mentioning you I have a mind like a sieve at times.

### **Looking ahead**

This has been a year of change. Several of our church family have died and gone to be with Jesus. We miss them every day, but we also rejoice that they are in a better place. New people have joined the church household and I hope you have found it a welcoming and faith filled place to be.

As we look ahead on a human level, things are uncertain. We don't know how things will settle down fully after Covid and exactly what our church household will look like and how it will function, but that actually excites me. God knows and he will lead us out of this time into what tomorrow looks like. We live with faith, hope and love and God will do the rest!

*Romans 15:13 May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.*

*Reverend Tim Rose*

### **Churchwarden's Report:**

It doesn't seem possible that we are completing another APCM report – it seems that the last year has flown by so quickly, and yet the lockdowns of 2021 are still so fresh in our memories.

As a church household, we have seen many changes once again. It is noticeable that some of our longstanding members are no longer with us, and we carry their legacy with us as we journey together in a "Covid normal" world.

As we continued to navigate the pandemic, our community response and the various and changing restrictions, we continued our worship online for much of the year. We would like to take this opportunity to thank those who made this possible for such a long time – thanking Katie Breese for her role as Producer, and thanking Tiel Scott and Tris Reece-Smith for providing worship for us for such a long time. Their collective commitment to the church household has been incredible, and we are very thankful for them and their talents.

As we reopened the building in September, we saw an initial increase in our physical number, and then a steady decrease as we headed towards Christmas. It was with sadness but pragmatism that we decided to close the church for in-person services in the week up to and over Christmas. Whilst we knew that this may not be a popular decision, it was one that paid off, with families being able to meet together over the Christmas period. With Covid infection rates so high at that time (and continuing to be so), we felt that it was the best decision overall.

One thing is certain – our church household has been changed by the pandemic. There are some who are unable to come to services due to illness or infirmity, and there are others who continue to feel vulnerable within larger groups. We continue to reach out where we can, and the Pastoral team is doing a wonderful job at ensuring that these individuals are kept uppermost in our minds. The isolation caused by the pandemic will undoubtedly continue

to be felt for the foreseeable future. We take this opportunity to thank the Pastoral team – led by Miranda Parr – as they continue to love our neighbours.

As seems to be the case every year, we operate on the kindness and generosity of many volunteers – from the Holy Dusters to Stars, Sunday Club and Youth leaders, and everyone in between. One of our unsung heroes is surely Audrey Bishop, as she faithfully serves us week by week. As with many churches and voluntary organisations, we simply couldn't do what we do without the faithful service of many. They are too numerous to mention but they are all heroes and deserve recognition. Thank you to each and every one, from all members of the church household.

On the subject of volunteering, we continue to be blessed by new people joining our teams (although we can always benefit from more volunteers – don't be shy!). However, in order to protect each one of our household, it is important to ensure that we have a strong level of compliance with safeguarding and foster a culture of openness and trust. The global church has been under immense scrutiny, rightly, over recent years, and we must all fulfil our obligations in this regard. We are pleased to report that our compliance on safeguarding training is improving, and we thank every one for ensuring that their DBS and safeguarding training obligations are kept up to date.

Finally, we are excited for what lies in store for St Mary Magdalene over the forthcoming year and look forward to continuing to worship and live alongside you all.

*Jane Cosgrove and Rebecca Cooper-Jones*

## **Accounts**

See attachments -

Audited Accounts 2021

Independent Examiners Report

## **Safeguarding Report**

The church complies with the Safeguarding requirements as laid down by the Church of England and the Diocese of London. Guidance is kept under review by the House of Bishops, as the church reflects on historic shortfalls and strives to improve practice.

The PCC agenda includes Safeguarding at each meeting. An annual audit is undertaken, and this is reviewed in May.

At St Mary Magdalene we carry out a DBS check of all those who work with children and vulnerable adults. Under recent guidance these will now need to be renewed every 3 years rather than every 5 years. Miranda Parr has recently taken over the role of DBS checker and is carrying out the relevant checks on new volunteers, as well as renewals. This has been very time consuming, as we catch up post Covid closures, but Miranda now has a good system in place and the process is getting quicker.

In addition, church leaders and members of the PCC should undertake Diocesan Safeguarding training much of which is now available online.

Overall, it is an improving picture, but there are still ways in which we can improve. Our current priorities are ensuring that parents complete consent forms for new children attending groups and that safeguarding training is completed by all who work with children and vulnerable adults, as well as by all PCC members.

*Irene Smith*

## **Old School Building Management Committee Report**

2021 started with the building being in shutdown due to the pandemic. This greatly affected our income, although we were lucky to have the Nursery, as they were allowed to reopen for children of essential workers. This helped greatly and just about gave us enough money to keep on top of the bills like Insurance, Utilities, Water rates etc.

Although 2021 started badly we were able to fulfil a long-held dream of recommissioning the house at the OSB. We had spent a considerable amount of money decorating, carpeting, installing insulation over the previous year, but with the lock down and our income stream drying up we had no further funds to install a toilet and shower room and a kitchen estimated to cost £9000. So we went to the PCC and requested a loan from church reserves, which we were granted. The work was carried out, a new cooker was installed and we were all good to go. A tenant was found and she and her family moved in Feb/Mar 2021. I can't tell you how delighted our committee were to see our plans come to fruition.

Over 2021 we paid back the loan, as the hirers gradually returned, to church reserves. The loan was repaid in full by end of 2021. Our tenant has settled in well and the church is now benefitting from the income from the rent of the house.

We are as busy as ever with hirers and every day has a booking. We continue to try and keep on top of the old building. Over the summer holidays we plastered a wall suffering from dampness in the nursery. The boiler has had a considerable amount of money spent on it

Windows get cleaned, the hall has a once a month professional floor clean and we have two cleaners who keep the building clean and tidy. The grass gets cut and we try as hard as possible to keep the building looking as good as it can.

*Committee: Rev. Tim, Sue Breckon, Louise Little, Peter Baker, Fleur Coates, Dot Hagon, Dizzie Kortebout and Ian Smith (Accounts)*

## St Mary Magdalene Church, Littleton (1304)

### FINANCIAL STATEMENT FOR YEAR ENDED 31st DECEMBER 2021

#### Receipts and Payments Accounts

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2021</u>	<u>TOTAL 2020</u>
	£	£	£	£	£
Voluntary Receipts					
<b>RECEIPTS</b>					
<b>Voluntary Receipts</b>					
Planned Giving	39,492.50	-	-	39,492.50	38,516.20
Collections at Services	1,246.08	2,340.59	-	3,586.67	8,730.27
All other giving/voluntary receipts	5,539.10	19,241.55	-	24,780.65	26,102.46
Gift Aid recovered	12,210.14	-	-	12,210.14	13,606.61
<b>Rental</b>	-	13,200.00	-	13,200.00	-
<b>Activities for generating funds</b>	1,008.20	1,015.28	-	2,023.48	9,138.11
<b>Investment income</b>	164.74	2.12	-	166.86	181.36
<b>Gains / Loss on Investment Assets (1)</b>	-	-	797.88	797.88	5,600.15
<b>Church activities</b>	7,488.20	-	-	7,488.20	2,470.00
<b>Inter-Account Transfers</b>	-	-	-	3,393.39	9,573.00
<b>Insurance Claims</b>	-	-	-	-	1,478.00
<b>TOTAL RECEIPTS</b>	<b>67,148.96</b>	<b>35,799.54</b>	<b>797.88</b>	<b>107,139.77</b>	<b>115,396.16</b>

**Notes** 1. The church receives an income from a shares fund under the name of "JW Lea & LN Lea Charity". Previous accounts have only shown the dividend income (shown under investment income, unrestricted). The 2020 accounts were updated to show the holding amount. This does not need to be repeated for 2021

#### PAYMENTS

<b>Church activities</b>					
Common Fund	30,000.00	-	-	30,000.00	45,502.00
Clergy and staffing costs	4,676.24	-	-	4,676.24	2,128.70
Church running expenses	25,419.33	8,409.40	-	33,828.73	13,630.34
Hall running costs	-	18,002.02	-	18,002.02	18,135.35
Mission and donations	339.57	-	-	339.57	1,641.89
<b>Cost of generating funds</b>	1,471.27	781.32	-	2,252.59	7,337.79
<b>Loans</b>	-	3,333.33	-	3,333.33	-
<b>Inter-Account Transfers</b>	-	-	-	3,393.39	9,533.89
<b>TOTAL PAYMENTS</b>	<b>61,906.41</b>	<b>27,192.74</b>	<b>-</b>	<b>95,825.87</b>	<b>97,909.96</b>

<b>EXCESS OF PAYMENTS AND RECEIPTS</b>	<b>5,242.55</b>	<b>8,606.80</b>	<b>797.88</b>	<b>11,313.90</b>	<b>17,486.20</b>
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Cash at bank and in hand at 1 Jan 2021	57,502.47	18,218.63	2,478.58	78,199.68
Cash at bank and in hand at 31 Dec 2021	47,301.85	33,335.12	8,876.61	89,513.58

## St Mary Magdalene Church, Littleton (1304)

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2021</u>	<u>TOTAL 2020</u>
	£	£	£	£	£
<b>Statement of Assets and Liabilities</b>					
<b>Fixed Assets</b>					
Shares - JW Lea & LN Lea Charity	-	-	6,398.03	6,398.03	5,600.15
<b>Bank Accounts</b>					
Bank Current Account	45,189.97	3,676.87	-	48,866.84	49,641.89
Fund Raisers Account	450.00	-	-	450.00	450.00
Summer Ball	1,621.94	-	-	1,621.94	1,764.63
Old School Building Fund	-	5,000.56	-	5,000.56	3,761.03
Children and Youth Bus.Prem. Acc.	-	4.90	-	4.90	14.56
Restoration	-	5,432.83	-	5,432.83	5,300.78
Cornerstone	-	1,853.99	-	1,853.99	1,876.92
Heasman	-	-	1,965.81	1,965.81	1,965.81
Talent	-	-	512.77	512.77	512.77
Reserve	-	16,279.87	-	16,279.87	6,413.20
Littlelots	-	772.05	-	772.05	424.00
<b>Cash</b>					
Restoration Petty Cash	-	29.69	-	29.69	29.69
Littlelots Cash	-	242.83	-	242.83	398.45
Cornerstone Cash	-	41.53	-	41.53	-
Fund Raisers Petty Cash	39.94	-	-	39.94	45.80
<b>BALANCE TOTALS</b>	<b>47,301.85</b>	<b>33,335.12</b>	<b>2,478.58</b>	<b>83,115.55</b>	<b>78,199.68</b>

#### LIABILITIES

None

**Notes** 2. The financial statements of the PCC have been prepared in accordance with Church Regulations 2006 on a receipts and payments basis

## St Mary Magdalene Church, Littleton (1304)

### 3. The movements in designated and restricted funds during the year were:

		Bal. C/fwd	Receipts	Payments	Transfer	Bal. C/fwd
<b>Restricted</b>						
Heasman Legacy Fund	2a	1,965.81	-	-	-	1,965.81
JW Lea & LN Lea Charity	2b	5,600.15	797.88	-	-	6,398.03
Talent Fund	2c	512.77	-	-	-	512.77
		8,078.73	797.88	-	-	8,876.61
<b>Designated</b>						
Old School Building Fund	2c	3,761.03	19,241.55	18,002.02	-	5,000.56
Children & Youth Fund	2d	14.56	-	9.66	-	4.90
Restoration Fund incl Petty Cash	2e	5,353.40	109.12	-	-	5,462.52
Cornerstone	2f	1,853.99	202.26	160.73	-	1,895.52
Reserve	2g	6,413.20	13,200.00	3,333.33	-	16,279.87
AV Fund	2h	9,745.68	2,340.59	8,409.40	-	3,676.87
Littlelots	2i	822.45	813.02	620.59	-	1,014.88
		44,121.77	37,502.30	30,535.73	-	33,335.12

<sup>a</sup> **Heasman Legacy** represents monies donated for the maintenance and improvement of St Mary Magdalene church by the Estate of the Revd. Heasman in 2001. The fund remained unused in 2021.

<sup>b</sup> **JW Lea & LN Lea Charity** is a legacy fund that the church receives an income from a shares fund. The income is shown under Investment Income. The fund shown in 2b is the holding fund

<sup>c</sup> **Talent Fund** is for projects for the benefit of the church or wider community. It can also be used to help those in need as recommended by the incumbent. The fund remained unused in 2021.

<sup>c</sup> **Old School Building** income and expenditure is from the building being used for community use i.e guides etc. This fund lost income due to Covid-19 restrictions on Hall Hires for parties, groups such as guides and during the closure of the Nursery

<sup>d</sup> **Children & Youth** is the fund for the creche, Sunday club and Youth groups. Limited funds remain with this being used up for education literature for the Sunday club.

<sup>e</sup> **Restoration Fund** is the designated funds to the upkeep of the church building. Income has been from Fund Raising committee where 1/3 of their donation is put into the restoration fund. Additional income from a donation specified for the use of the restoration of the building.

<sup>f</sup> **Cornerstone** is the community café run in the Old School Building by Church Volunteers. Donations are used to run the café with any surplus retained for future use for this project.

<sup>g</sup> **Reserve** is a fund retained in case of emergencies and to have a fund should incomes decline for any reason. No income to the fund, transfer from Reserve to Unrestricted funds for use of development of the flat at the Old School, the rental from which will become an income for the church. The rent will firstly be used to rebuild the reserve and then as an ongoing income. The loan for the electrical works fro 2019 was planned to be paid from the reserve but the Diocese deferred this payment to 2022 due to Covid-19.

<sup>h</sup> **AV Fund** Founded 2021 following fundraising through 2020 and 2021 for work to improve the equipment in the church. Included donations via the giving website specifically for this task plus donations given by individuals specifically for this fund. In addition a legacy from 2020 was designated to improve the AV as the PCC felt the person would have approved it's use.

<sup>i</sup> **Littlelots** is a parent a toddler group operated at the Old School Building operated by church volunteers. Donations are taken on entry and used for supplies. Remaining funds retained for use by this project

# St Mary Magdalene Church, Littleton (1304)

## Further analysis of major receipts and payments

	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2021</u>	<u>TOTAL 2020</u>
<b>RECEIPTS</b>					
<b>a) All other giving/voluntary receipts</b>					
Donation from Summer Ball to PCC	-	-	-	-	700.00
Old School Building Income (Non-Recurring)	-	19,241.55	-	19,241.55	14,653.00
Legacy	-	-	-	-	5,000.00
AV Fundraising	-	2,340.59	-	2,340.59	4,745.68
Special Collections	61.16	-	-	61.16	821.66
	<u>61.16</u>	<u>21,582.14</u>	<u>-</u>	<u>21,643.30</u>	<u>25,920.34</u>
<b>b) Activities for generating funds</b>					
Littleton Life - Parish Magazine	-	-	-	-	270.00
Website Fundraising	117.08	-	-	117.08	141.24
Fundraising Committee	891.12	-	-	891.12	1,132.60
Summer Ball fundraising	-	-	-	-	6,421.54
	<u>1,008.20</u>	<u>-</u>	<u>-</u>	<u>1,008.20</u>	<u>7,965.38</u>
<b>c) Church Activities</b>					
Fees weddings/funerals	4,559.20	-	-	4,559.20	1,145.00
Diocese Fees	2,849.00	-	-	2,849.00	1,325.00
	<u>7,408.20</u>	<u>-</u>	<u>-</u>	<u>7,408.20</u>	<u>2,470.00</u>
<b>c) Rentals</b>					
Old School Building House Rental	-	13,200.00	-	13,200.00	-
	<u>-</u>	<u>13,200.00</u>	<u>-</u>	<u>13,200.00</u>	<u>-</u>
	<u>Unrestricted Fund</u>	<u>Unrestricted Designated Fund</u>	<u>Restricted Fund</u>	<u>TOTAL 2021</u>	<u>TOTAL 2020</u>
<b>PAYMENTS</b>					
<b>d) Clergy and Staffing</b>					
Diocese Fees	2,555.00	-	-	2,555.00	1,119.00
Incumbent Expenses	496.24	-	-	496.24	289.70
	<u>3,051.24</u>	<u>-</u>	<u>-</u>	<u>3,051.24</u>	<u>1,408.70</u>
<b>e) Church Running Expenses</b>					
Photocopier	875.66	-	-	875.66	1,751.32
Stationery	880.22	-	-	880.22	1,065.45
Training	16.98	-	-	16.98	80.00
Insurance	3,802.41	-	-	3,802.41	3,445.10
Altar	1,277.04	-	-	1,277.04	1,349.32
Rectory	386.45	-	-	386.45	369.97
Utilities	2,008.75	-	-	2,008.75	1,466.31
Web	736.58	-	-	736.58	568.41
Telephone / Post	365.42	-	-	365.42	305.66
Audio Visual Work	8,409.40	-	-	8,409.40	-
Repairs	14,211.82	-	-	14,211.82	2,801.80
Scout Hut	125.00	-	-	125.00	250.00
Church Yard	733.00	-	-	733.00	57.00
Parking	-	-	-	-	120.00
	<u>33,828.73</u>	<u>-</u>	<u>-</u>	<u>33,828.73</u>	<u>13,630.34</u>

**f) Old School Running Costs**

OSB Running Costs	-	4,081.84	-	4,081.84	5,923.41
OSB Insurance	-	1,499.98	-	1,499.98	1,460.58
OSB Utilities	-	4,193.73	-	4,193.73	3,064.39
OSB Repairs	-	8,226.47	-	8,226.47	7,686.97
	-	18,002.02	-	18,002.02	18,135.35

**g) Activities for generating funds**

Littleton Life - Parish Magazine Costs	411.60	-	-	411.60	165.00
Fundraising Donations to PCC	213.00	107.00	-	320.00	820.00
Fundraising Committee Costs	576.98	-	-	576.98	351.05
Summer Ball Donation to PCC	-	-	-	-	700.00
Summer Ball Costs	-	-	-	-	4,650.00
	1,201.58	107.00	-	1,308.58	6,686.05

**h) Mission & Donations**

Mission	298.47	-	-	298.47	323.15
Special Collections - see below	;	-	-	-	1,318.74
	298.47	-	-	298.47	1,641.89

**Special Collections for reference only**

	2021	2020	Notes
Poppy Appeal	61.16	-	Will be paid out of 2022 funds
Faith Awareness in Children Trust (Christmas Collections)	28.77	-	Will be paid out of 2022 funds
Shepperton Food Bank (Christmas Collections)	28.77	-	Will be paid out of 2022 funds
Bereaved Family	-	500.00	
	118.70	500.00	

**NOTES**

- 1) The financial statements of the Parochial Church Council have been prepared in accordance with the Church accounting regulations.
- 2) Donations and fundraising remain the key part of the income for the church
- 3) A focus remains on continuing to encourage planned giving
- 4) Incomes were greatly affected by Covid-19 but these were partly offset by cost savings due the building not being open and reduction in Common Fund contribution (see note 4)
- 5) Reserve was reduced by £9000 which is currently now held in unrestricted funds, this is being used towards £10,000 of works at the Old School Building flat that will generate a future residential rental income for the church

The PCC is a registered charity No. 1154895.

Approved by the Parochial Church Council on  
and signed on their behalf by

DATE

7/4/22



Rector  
Revd. Tim Rose



Treasurer  
Jonathan Baker

## **Independent Examiner's Report to the Trustees of St Mary Magdalene Church, Littleton**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2021 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity'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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity 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**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex,  
UB8 3LR



14<sup>th</sup> March 2022

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# Accounts

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# St Mary Magdalene Church Littleton

## ANNUAL REPORT 2020

**Annual Parochial Church Meeting  
scheduled to be held online by Zoom  
Thursday 29th April 2021**

**St Mary Magdalene Church, Littleton  
Annual Meeting  
Scheduled to be held online by Zoom  
Thursday 29th April 2021**

### **AGENDA**

Annual Meeting of the Parishioners to be held on Thursday 29th April 2021 at 7.30pm on Zoom online.

Opening Prayers  
Election of Churchwardens

### **AGENDA**

Annual Parochial Church Meeting to be held on Thursday 29th April 2021 at 7.40pm on Zoom online.

Apologies for absence  
Minutes of the Annual Meeting of 2020  
Electoral Roll Report  
Treasurer's Report & Appointment of Auditor  
Election of members of the PCC  
Election of Deanery Synod Representatives  
Election of Sidespersons  
Reports  
AOB (in advance only to Secretary, Louise Little)  
Grace

***NB: The newly elected PCC will meet immediately after the APCM to elect officers (Treasurer, Secretary & Standing Committee) and confirm the date of the next PCC meeting.***

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### Minutes of the Annual Vestry Meeting held on Zoom on Thursday 22nd October 2020 at 8.00pm on Zoom.

Tim opened the meeting by welcoming Spelthorne Area Dean, Joseph Fernandez to our APCM.

#### Opening Prayers

Revd Tim Rose opened the meeting with prayer (Psalm 133) a prayer for unity.

Tim began by giving an enormous thank you to Elizabeth (Dizzie) Kortebout for her six years of service and explained that at this point we would normally be presenting her with a gift of thanks and giving her a lovely card signed by all in church. Unfortunately, due to the present circumstances we are unable to do this, although this will follow later when the time is right. Tim decided to thank Dizzie by means of reciting a poem he had written for her.

*Dizzie, Six years of faithful service you have worn so many different hats,  
We have journeyed through so much together, we best not mention the bats,  
You've so often been on the phone calling this person and that,  
Got on first name terms with roofers, especially the man that caught the rat.  
So Dizzie we all say thank you for all your hours and prayers,  
For all the things that have gone unnoticed, for all your love and care.*

#### Election of Churchwardens:

Tim explained to the meeting that Rebeccah, stepped up in January this year when Greg resigned as churchwarden. Her term should have run until April's

APCM but as you all know this didn't happen but she has continued in her post regardless. Tim asked someone from the meeting to propose Rebeccah Cooper-Jones as Churchwarden, **Proposed:** by Jane Cosgrove and **Seconded:** by Jonathan Baker. Tim asked if there were any objections to Rebeccah's election- **None were recorded.**

Our second nominee as Churchwarden is Jane Cosgrove. Most of you will know that she has been doing a wonderful job in the community, co-ordinating with others a group of 160 volunteers in Shepperton, Shepperton Green, and Littleton, making sure that no-one is without food or medical supplies in these difficult times.

Would any one like to propose Jane? **Proposed** by Peter Baker and **Seconded** by Wendy Jackson Tim asked if there were any objections to the election of Jane as Churchwarden? **None were recorded**

Rebeccah Cooper-Jones and Jane Cosgrove were duly elected to serve as Churchwardens.

### Minutes of the of the Annual Parochial Church Meeting, held on Zoom on Thursday 22nd October 2020 at 8.15pm.

**Apologies:** Irene & Ian Smith and Diana Lees

**Minutes of the previous meeting:** Agreed unanimously by the meeting.

**Matters Arising:** None

**Electoral Role:** Gillian Keller is stepping down this year after 10 years' service in this role. Tim again explained that the only way he could thank her was through another poem he had written. Many thanks Gillian for your years of service.

*Oh Gillian! What are we going to do?  
Without you ringing up number thirty two,  
Magdalene Close that is Mr and Mrs Cotton,  
To let them know they hadn't been forgotten,  
Oh Gillian! Please don't stop  
Learning computers is just a short hop  
But we all know the reason you are giving the role up  
It's to give more time to win the Bible bonanza cup.*



Representatives of  
The Deanery Synod

Sue Dean  
Gareth Keller

Elected Members

Diana Lees  
James Merchant  
John Rook  
Margaret Lilley  
Laura de Young  
Gareth Geller  
Rachel Reece-Smith  
Rebecca Capper  
Chris Scott

Co-opted Members

Jonathan Baker (Treasurer)  
Louise Little (Secretary)

### **Structure, Governance and Management**

The United Benefice with St Nicholas Church was dissolved in December 2020. The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is exempted by order from registering with the Charity Commission.

### **Objectives and Activities**

St Mary Magdalene's PCC has the responsibility for co-operating with the Rector in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Grade 1 Listed Church building, the Old School Building, New Road, and St John's Hall ('The Scout Hut'), Wood Road.

### **Trusts and Charities**

#### ***Old School Building***

Under a deed dated 14 November 1894, Thomas Wood conveyed the land and buildings in New Road (now known as the Old School Building) to the Minister and Churchwardens of Littleton in trust, as long as the building is used for educational purposes.

#### ***St John's Hall***

The land where St John's Hall, known as the Old Scout Hut, is situated is vested in the Rector and Churchwardens of the Ecclesiastical Parish of St

Mary Magdalene, Littleton as Trustees of a Charity established in 1929. Trustees: Rector and Churchwardens of the Parish of Littleton.

### **Rector's Report 2020**

#### **Intro:**

This has been an extraordinary year in global, national and church history, one that we have all been profoundly effected by. However it is down to the extraordinary Grace of God that once again the church has been blessed and has been a blessing in so many ways.

#### **Responding to the pandemic:**

The response of the church household to the pandemic locally has been extraordinary. In partnership with Jubilee church and friends of Shepperton Facebook group we played a key role in coordinating 160 volunteers to serve the Shepperton area. We delivered food, prescriptions and were a listening ear to the most vulnerable in our community. It is wonderful to see how some of these newly formed connections between the volunteers and the vulnerable have been maintained. I want to personally thank Jane Cosgrove for her leading in this area and all of our amazing volunteers who put your own safety at risk to help others.

#### **Leadership team and Pastoral:**

It was been such a blessing for me to have had a team of people to fall back on and to lead with through this last year. Irene, Miranda and Sue have produced services, newsletters, kept people informed through phone calls and socially distanced visits and have helped me to navigate some tricky situations when no one knew what was happening. The pastoral team under Miranda's leadership has been invaluable this year and I indebted to Reg Berry, Pete Boothby, Jane Cosgrove and Caroline Button for all their help in this area.

#### **Sundays:**

Sundays have of course been very different this year. We choose Facebook live and YouTube as our social media of choice and this has helped us to stay connected and be involved in a lovely way. It has been a real privilege for me to lead these services alongside my wife and to interview so many people both from our own church household and beyond. The blessing of this has been new relationships being formed across our church and the growth that we have seen.

**Easter:**

Easter arrived with us very suddenly and we managed to put together an Easter Sunday morning service which was enjoyable but we weren't able to do any thing in Holy Week due to the lateness of the notice we got.

**Christmas:**

It was a very different Christmas for obvious reasons. We managed to do mid-night from within the church (Many thanks to Lucy Burton for the filming and editing). We did a lovely joint carol service with Jubilee and our pre-Christmas nativity service was viewed by over two and a half thousand people! (The fact that this was due to the Rector and his wife being dressed up as cows is purely speculation).

**Cornerstone:**

Cornerstone has been able to meet in people's gardens where allowed and people have kept in touch on a very active WhatsApp group.

**Alpha:**

We ran a very successful part online, part in person Alpha course across the summer and early autumn that was attended by half a dozen people.

**Beer and Bible:**

Beer and Bible has kept going online and also with a very active WhatsApp group as has the spin Men's Bible study group.

**Youth:**

The young people have continued to meet on line on a fortnightly basis with very strong numbers and a lot of fun.

**Small Groups:**

Some small groups have been able to continue on line where others have been put on hold till after the pandemic.

**Mozambique:**

Tim has been in regular contact with Pastor Albano on email in what has been a traumatic and difficult year for them, and we continue to pray for God's blessing on Albano and our friends in Mongue.

Other church ministries have been suspended due to the pandemic.

*Revd Tim Rose*

**Churchwardens' Report**

It would be fair to say that 2020 did not progress as we had all expected in January 2020. The Covid-19 pandemic was something that was happening in faraway places, and it would be reasonable to suggest that our expectation for the year was the polar opposite of how it turned out. To see our church closed for worship has been very difficult, and the shift to online services has been a challenge. However, as in historic times of global, national and local adversity, God has been truly faithful and has helped us all to view our respective worlds quite differently.

The move to online church in March 2020 was always going to be challenging. However, there are so many people who deserve our heartfelt thanks for helping – and it seems that our thanks are not quite “enough”. Specifically, thank you to those who have donated time, effort and finance to ensure that we have had the equipment required to stream services on both Facebook and YouTube. Thank you to the entire Rose household for hosting us week by week from their home/the parish office. Thank you to the production team, and thank you to our musicians and singers who have provided much valued and needed worship opportunities. Our thanks are also due to those leaders who have managed the transition from in-person youth group to Zoom meetings. In short, there are so many people to thank – and we do not forget those who spend their time on assisting with the in-person tasks that have continued – to the Ivy League for their ongoing support and the cleaning team who have been in to church when they have been able, keeping in mind the necessary social distancing that has been required. Our gratitude is also due to the Parish Office support, to the PCC, and to the Leadership team. All in all, 2020 can be reflected upon as a year of change and a year of thanksgiving (for so many and for what we have).

In real terms, our continued risk assessments of the church building meant that we were unable to meet in person from March 2020, and this provided many challenges for so many people. The social isolation that has been experienced over the period has been unforgiving and seemingly relentless. However, we are hopeful that 2021 will bring a positive re-opening of the building and allow us to meet and worship, even if this will look different in many ways.

We were excited to receive confirmation from the Bishop that St Mary Magdalene is now a stand-alone parish and take this opportunity to congratulate Tim on becoming Rector of the Parish. We wish our brothers and sisters at St

Nicholas', Shepperton, well as they continue their period of interregnum, and look forward to retaining a positive and productive relationship over the forthcoming years.

Thank you once again to all – and we pray that 2021 brings continued blessings to our Church household whilst we continue to live with the pandemic.

*Jane and Rebecca*

## Electoral Roll

Total Number on Electoral Roll	127
Residents	70
Non Residents	57

*Wendy Jackson (Electoral Roll Officer)*

## Safeguarding

The church complies with all the Safeguarding requirements as laid down by the Church of England and the Diocese of London. The PCC is updated at each meeting of any issues that need bringing to their attention by the Church Safeguarding Officer. Ordinarily an annual audit and policy review is carried out and an action plan is produced and presented to the PCC in May for discussion and approval. In 2020, due to the restrictions placed on us by the pandemic, the recommendations and actions from the previous year were carried over. It is our intention to revisit this when church life returns to some degree of normality with face-to-face meetings etc.

At St Mary Magdalene we carry out a DBS check of all those who work with children and vulnerable adults, including the Youth Leaders, the Pastoral Team and Cornerstone volunteers. We ensure that these people are regularly briefed and trained as appropriate. In addition, leaders and members of the PCC undertake Diocesan Safeguarding training much of which is now available online. Risk assessments are carried out regarding regular church activities, as well as one-off events.

*Irene Smith, Church Safeguarding Officer*

## St Mary Magdalene Church, Littleton (1304)

### FINANCIAL STATEMENT FOR YEAR ENDED 31st DECEMBER 2020

#### Receipts and Payments Accounts

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	TOTAL 2020	TOTAL 2019
	£	£	£	£	£
<b>RECEIPTS</b>					
<b>Voluntary Receipts</b>					
Planned Giving	38,516.20	-	-	38,516.20	46,783.50
Collections at Services	8,730.27	-	-	8,730.27	11,321.14
All other giving/voluntary receipts	6,449.46	19,653.00	-	26,102.46	49,346.55
Gift Aid recovered	13,606.61	-	-	13,606.61	13,997.59
<b>Activities for generating funds</b>	7,965.38	1,172.73	-	9,138.11	23,544.60
<b>Investment income</b>	161.53	19.83	-	181.36	207.44
<b>Gains / Loss on Investment Assets (1)</b>	5,600.15	-	-	5,600.15	-
<b>Church activities</b>	2,470.00	-	-	2,470.00	7,673.00
<b>Inter-Account Transfers</b>	-	-	-	9,573.00	4,903.09
<b>Insurance Claims</b>	1,478.00	-	-	1,478.00	-
<b>TOTAL RECEIPTS</b>	<b>84,977.60</b>	<b>20,845.56</b>	<b>-</b>	<b>115,396.16</b>	<b>157,776.91</b>

Notes 1. The church receives an income from a shares fund under the name of "W Lea & LN Lea Charity". Previous accounts have only shown the dividend income (shown under investment income, unrestricted). These accounts have now been updated to show the holding amount.

#### PAYMENTS

<b>Church activities</b>					
Common Fund	45,502.00	-	-	45,502.00	60,000.00
Clergy and staffing costs	2,128.70	-	-	2,128.70	4,706.99
Church running expenses	13,630.34	-	-	13,630.34	36,423.23
Hall running costs	-	18,135.35	-	18,135.35	24,899.20
Mission and donations	1,641.89	-	-	1,641.89	4,180.47
<b>Cost of generating funds</b>	6,959.05	378.74	-	7,337.79	22,002.61
<b>Inter-Account Transfers</b>	-	-	-	9,533.89	4,903.09
<b>TOTAL PAYMENTS</b>	<b>69,861.98</b>	<b>18,514.09</b>	<b>-</b>	<b>97,909.96</b>	<b>157,115.59</b>
<b>EXCESS OF PAYMENTS AND RECEIPTS</b>	<b>15,115.62</b>	<b>2,331.47</b>	<b>-</b>	<b>17,486.20</b>	<b>661.32</b>

Cash at bank and in hand at 1 Jan 2020	28,686.85	29,548.25	2,478.58	60,713.68
Cash at bank and in hand at 31 Dec 2020	57,502.47	18,218.63	2,478.58	78,199.68

## St Mary Magdalene Church, Littleton (1304)

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	TOTAL 2020	TOTAL 2019
	£	£	£	£	£
<b>Statement of Assets and Liabilities</b>					
<b>Fixed Assets</b>					
Shares - JW Lea & L N Lea Charity	5,600.15	-	-	5,600.15	-
<b>Bank Accounts</b>					
Bank Current Account	49,641.89	-	-	49,641.89	27,479.51
Fund Raisers Account	450.00	-	-	450.00	450.00
Summer Ball	1,764.63	-	-	1,764.63	693.09
Old School Building Fund	-	3,761.03	-	3,761.03	7,243.58
Children and Youth Bus.Prem. Acc.	-	14.56	-	14.56	14.56
Restoration	-	5,300.78	-	5,300.78	4,737.64
Cornerstone	-	1,876.92	-	1,876.92	1,613.34
Heasman	-	-	1,965.81	1,965.81	1,965.81
Talent	-	-	512.77	512.77	512.77
Reserve	-	6,413.20	-	6,413.20	15,413.20
Littletons	-	424.00	-	424.00	424.00
<b>Cash</b>					
Restoration Petty Cash	-	29.69	-	29.69	29.69
Littletons Cash	-	398.45	-	398.45	72.24
Fund Raisers Petty Cash	45.80	-	-	45.80	64.24
<b>BALANCE TOTALS</b>	<b>57,502.47</b>	<b>18,218.63</b>	<b>2,478.58</b>	<b>78,199.68</b>	<b>60,713.68</b>

#### LIABILITIES

An insurance claim was made for repairs to the Rood Cross which will cost £1728. The insurance claim paid £1478, payment for repairs will be made from 2021  
**Total - £1728**

Notes 2. The financial statements of the PCC have been prepared in accordance with Church Regulations 2006 on a receipts and payments basis

## St Mary Magdalene Church, Littleton (1304)

### 3. The movements in designated and restricted funds during the year were:

	Bal. C/fwd	Receipts	Payments	Transfer	Bal. C/fwd
<b>Restricted</b>					
Heasman Legacy Fund	2a	1,965.81	-	-	1,965.81
Talent Fund	2b	512.77	-	-	512.77
		<u>2,478.58</u>	-	-	<u>2,478.58</u>
<b>Designated</b>					
Old School Building Fund	2c	7,243.38	14,653.00	18,135.35	3,761.03
Children & Youth Fund	2d	14.56	-	-	14.56
Restoration Fund incl Petty Cash	2e	4,767.33	592.83	-	5,360.16
Cornerstone	2f	1,613.34	477.75	243.86	1,847.23
Reserve	2g	15,413.20	-	9,000.00	6,413.20
Littletons	2h	496.24	461.09	134.88	822.45
		<u>34,505.21</u>	<u>16,184.67</u>	<u>18,514.09</u>	<u>18,218.63</u>

<sup>a</sup> **Heasman Legacy** represents monies donated for the maintenance and improvement of St Mary Magdalene church by the Estate of the Revd. Heasman in 2001. The fund remained unused in 2020.

<sup>b</sup> **Talent Fund** is for projects for the benefit of the church or wider community. It can also be used to help those in need as recommended by the incumbent. The fund remained unused in 2020.

<sup>c</sup> **Old School Building** income and expenditure is from the building being used for community use i.e guides etc. This fund lost income due to Covid-19 restrictions on Hall Hires for parties, groups such as guides and during the closure of the Nursery

<sup>d</sup> **Children & Youth** is the fund for the creche, Sunday club and Youth groups. Limited funds remain with this being used up for education literature for the Sunday club.

<sup>e</sup> **Restoration Fund** is the designated funds to the upkeep of the church building. Income has been from Fund Raising committee where 1/3 of their donation is put into the restoration fund. Additional income from a donation specified for the use of the restoration of the building.

<sup>f</sup> **Cornerstone** is the community café run in the Old School Building by Church Volunteers. Donations are used to run the café with any surplus retained for future use for this project.

<sup>g</sup> **Reserve** is a fund retained in case of emergencies and to have a fund should incomes decline for any reason. No income to the fund, transfer from Reserve to Unrestricted funds for use of development of the flat at the Old School, the rental from which will become an income for the church. The rent will firstly be used to rebuild the reserve and then as an ongoing income. The loan for the electrical works from 2019 was planned to be paid from the reserve but the Diocese deferred this payment to 2022 due to Covid-19.

<sup>h</sup> **Littletons** is a parent a toddler group operated at the Old School Building operated by church volunteers. Donations are taken on entry and used for supplies. Remaining funds retained for use by this project

## St Mary Magdalene Church, Littleton (1304)

### Further analysis of major receipts and payments

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	TOTAL 2020	TOTAL 2019
<b>RECEIPTS</b>					
<b>a) All other giving/voluntary receipts</b>					
Donation from Summer Ball to PCC	700.00	-	-	700.00	7,400.00
Old School Building Income (Non-Recurring)	-	14,653.00	-	14,653.00	24,238.48
Legacy	5,000.00	-	-	5,000.00	2,500.00
LDF Grant/Loan	-	-	-	-	11,580.60
AV Fundraising	4,745.68	-	-	4,745.68	-
Special Collections	821.66	-	-	821.66	1,303.00
	<u>11,267.34</u>	<u>14,653.00</u>	-	<u>25,098.68</u>	<u>47,022.08</u>
<b>b) Activities for generating funds</b>					
Littleton Life - Parish Magazine	270.00	-	-	270.00	2,077.00
Easy Fund Raising	141.24	-	-	141.24	168.80
Fundraising Committee	1,132.60	-	-	1,132.60	3,677.60
Summer Ball fundraising	6,421.54	-	-	6,421.54	14,679.10
	<u>7,965.38</u>	-	-	<u>7,965.38</u>	<u>20,602.50</u>
<b>c) Church Activities</b>					
Fees weddings/funerals	1,145.00	-	-	1,145.00	4,229.00
Diocese Fees	1,325.00	-	-	1,325.00	3,404.00
	<u>2,470.00</u>	-	-	<u>2,470.00</u>	<u>7,633.00</u>

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	TOTAL 2020	TOTAL 2019
<b>PAYMENTS</b>					
<b>d) Clergy and Staffing</b>					
Diocese Fees	1,119.00	-	-	1,119.00	3,115.00
Incumbent Expenses	289.70	-	-	289.70	1,346.99
	<u>1,408.70</u>	-	-	<u>1,408.70</u>	<u>4,461.99</u>

<b>e) Church Running Expenses</b>					
Photocopier	1,751.32	-	-	1,751.32	1,829.89
Stationery	1,065.45	-	-	1,065.45	2,043.33
Training	80.00	-	-	80.00	150.00
Insurance	3,445.10	-	-	3,445.10	3,188.96
Altar	1,349.32	-	-	1,349.32	2,988.22
Rectory	369.97	-	-	369.97	625.21
Utilities	1,466.31	-	-	1,466.31	2,059.05
Web	568.41	-	-	568.41	161.90
Telephone / Post	305.66	-	-	305.66	374.92
Electrical Works (Recovered from Grant/Loan)	-	-	-	-	14,186.20
Repairs	2,801.80	-	-	2,801.80	4,308.63
Scout Hut	250.00	-	-	250.00	3,030.00
Church Yard	57.00	-	-	57.00	996.92
Parking	120.00	-	-	120.00	480.00
	<u>13,630.34</u>	-	-	<u>13,630.34</u>	<u>36,423.23</u>

f) Old School Running Costs					
OSB Running Costs	-	5,923.41	-	5,923.41	6,651.05
OSB Insurance	-	1,460.58	-	1,460.58	1,431.52
OSB Utilities	-	3,064.39	-	3,064.39	2,792.03
OSB Repairs	-	7,686.97	-	7,686.97	14,024.60
	-	<b>18,135.35</b>	-	<b>18,135.35</b>	<b>24,899.20</b>
g) Activities for generating funds					
Littleton Life - Parish Magazine Costs	165.00	-	-	165.00	1,675.00
Fundraising Donations to PCC	547.00	273.00	-	820.00	2,183.00
Fundraising Committee Costs	351.05	-	-	351.05	1,502.32
Summer Ball Donation to PCC	700.00	-	-	700.00	7,400.00
Summer Ball Costs	4,650.00	-	-	4,650.00	7,317.66
	<b>6,413.05</b>	<b>273.00</b>	-	<b>6,686.05</b>	<b>20,077.98</b>
h) Mission & Donations					
Mission	323.15	-	-	323.15	3,550.05
Special Collections - see below	1,318.74	-	-	1,318.74	610.42
	<b>1,641.89</b>	-	-	<b>1,641.89</b>	<b>4,160.47</b>
Special Collections for reference only					
	<b>2020</b>	<b>2019</b>	<b>Notes</b>		
Poppy Appeal (2019 paid from 2020 funds)	-	292.66	No Remembrance Service Collection 2020		
Bishops Lent Appeal	-	54.77			
Christian Aid	-	-			
Sundry	-	-			
Manna Food Bank (2019 paid from 2020 funds)	-	263.04	No Christmas Day Collection 2020		
Home Start (2019 paid from 2020 funds)	-	263.04	No Christmas Day Collection 2020		
Bereaved Family	500.00	-			
Alma Appeal	-	290.65			
Princess Alice Hospice (Collection at Funeral)	-	265.00			
	<b>500.00</b>	<b>1,429.16</b>			

- NOTES**
- 1) The financial statements of the Parochial Church Council have been prepared in accordance with the Church accounting regulations.
  - 2) Donations and fundraising remain the key part of the income for the church
  - 3) A focus remains on continuing to encourage planned giving
  - 4) Common Fund contribution was reduced with agreement from the Diocese from a planned £61,000 to £45,502 which has allowed more financial security into 2021
  - 5) Incomes were greatly affected by Covid-19 but these were partly offset by cost savings due the building not being open and reduction in Common Fund contribution (see note 4)
  - 6) Reserve was reduced by £9000 which is currently now held in unrestricted funds, this is being used towards £10,000 of works at the Old School Building flat that will generate a future residential rental income for the church

The PCC is a registered charity No. 1154895.  
Approved by the Parochial Church Council on  
and signed on their behalf by

DATE



Rector  
Revd. Tim Rose



Treasurer  
Jonathan Baker

## Independent Examiner's Report to the Trustees of St Mary Magdalene Church, Littleton

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2020 which are set out on finance pages of the Annual Report.

### Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity'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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity 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

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex,  
UB8 3LR



6<sup>th</sup> April 2021

## Scout Hut

With the agreement of the PCC, the Old Scout Hut property was put on the market on Monday 20<sup>th</sup> January 2020 with the sale being handled by Bazely & Co Estate Agents. The property was available for viewings by appointment over four Saturdays and the closing date for offers was Monday 17<sup>th</sup> February. Following a review of the 24 offers received, a cash offer for £412,500 from a local consortium was accepted. The sale is subject to planning permission being granted for residential properties to be built on the site. The buyers immediately started drawing up plans and preparing to submit an application.

However, within weeks the first Covid lockdown was imposed, and the pandemic has had a significant impact on progress which has been painfully slow. Dizzie Kortebout and Diana Lees maintained contact with Bazely & Co and the buyers, and received regular updates. The buyers persevered with the Pre-Approval process preparing alternative plans addressing a number of potential issues.

Finally, in April 2021, the full application was submitted and all parties are now awaiting the outcome. We understand the process is taking longer than in previous years due to Covid. We ask for your prayers for a speedy and positive outcome.

*Diana Lees*

## St Mary Magdalene Church, Littleton

The parish church for Littleton, Shepperton Green, Charlton Village and Ashford Common (South).

All are very welcome at our Sunday and weekday services, where you will find a friendly and relaxed atmosphere in ancient and beautiful surroundings.  
Squires Bridge Road, Shepperton TW17 0LY

## Contact Details

### All enquiries to:

Parish Office  
Littleton Rectory  
Rectory Close  
Shepperton  
TW17 0QE

**Ph:** 01932 562249  
**Email:** [office@stmarymagdalene.co.uk](mailto:office@stmarymagdalene.co.uk)  
**Website:** [www.stmarymagdalene.co.uk](http://www.stmarymagdalene.co.uk)

[www.facebook.com/stmarymagdaleneLittletonuk](https://www.facebook.com/stmarymagdaleneLittletonuk)

