

St Peter's Parochial Church Council
Report and Financial Statements
Year Ending 31 December 2022

Aims and Purposes

St. Peter's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, Canon Tim Hillier, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance and development of the church buildings.

Objectives and Activities

The PCC has, after consistent prayer, discussion and consultation with the wider church, produced and adopted a detailed five-year vision for the period 2017-2022 which sets out our aims and objectives. This has been made widely available across the church. The primary objective of the PCC is the promotion of the gospel of Jesus Christ according to the doctrines and practices of the Church of England. We are committed to ministering as widely as possible across the community of Chertsey in order to draw men, women and children into a living relationship with Jesus Christ and to serve, unreservedly, the wider community. The strategy is well defined and set out in the latest five-year vision.

The PCC aims to operate a policy of tithing 10% of the church's income from congregational giving to the General Fund. Every three years the PCC identifies four or five charitable trusts (local, national and international) to be recipients of our tithe. In addition to this, funds are raised and given to other charitable trusts each year. For 2022, the PCC agreed to commit £12,000 from voluntary income – representing 8% of congregational income.

The church is part of the Benefice of Chertsey, Lyne and Longcross within the Runnymede Deanery and Anglican Diocese of Guildford.

Financial Review

The 2022 accounts continued to improve post the COVID 19 pandemic. Total General Fund Income was £224,598 as a result of increased gifting, hall hire income and Diocese support grants towards parish share and energy costs. Expenses were managed closely despite the impact of inflation and there were Team changes resulting in a new role to support Children's Church.

The Total General Fund Expenditure was £224,254 resulting in a slight *surplus* on this fund of £343 – leaving reserves of £24,991 to be carried forward. A new Fund was set up to manage the collections received at the weekly "Coffee break" activities and the distribution of these monies to charities throughout the year.

Total receipts on the Restoration fund were £109,363 following grants, a legacy and congregational gifting towards the forecast costs of the Church re-ordering project – this is due to be approved and delivered in 2023. Total expenditure was £38,490 which is mainly professional fees connected to the project, resulting in a surplus on the fund of £70,873 for the year and a carry forward balance of £179,332.

During the year the total fund balances increased from £135,368 to £207,504. The average number of people in our regular giving scheme each month was 75 – a similar number to 76 last year.

Reserves Policy

The PCC works towards maintaining a cash reserve amount equivalent to 3 months of expenses should there be sufficient funds available to enable this. As at 31 December 2022 the cash reserve equated to 40 days of cover (LY 45).

Structure, Governance and Management

The method of appointment of church members to the PCC is set out in the church representation rules. All church attendees are encouraged to register on the Electoral Roll, who are then eligible for election to the PCC. The PCC of St. Peter's Church is a registered charity with the Charities Commission number 1159207.

The elected members of the PCC are the trustees of the charity. Any individuals co-opted or in attendance at any PCC meetings have been, and will in future be, at the specific invitation of the elected PCC. Such individuals have no legal standing as trustees or voting rights on the PCC.

Administrative Information

St. Peter's Parochial Church is situated in Chertsey, Surrey. It is part of the Diocese of Guildford, within the Church of England. The correspondence address is Windsor Street, Chertsey, Surrey KT16 8AS.

Members of the Parochial Church Council

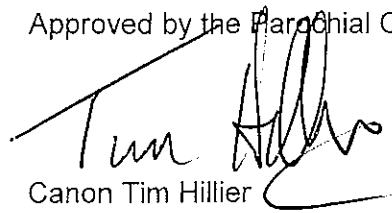
All the members of the Parochial Church Council were elected at the 2022 APCM. The members of the Parochial Church Council during the year were:

Vicar	Canon Tim Hillier	Chairman
Curate	Rev. Anna Norton Rev. Sue Phillips (OLM)	
Asst. Minister	Rev. Christine Pattinson	
Ministry Team	Canon Tim Hillier George Hobbs (LLM) Rev. Anna Norton Rev. Sue Phillips (OLM) Rev. Christine Pattinson	
Churchwardens	Dave Phillips Jan Alexander	
Elected members	Jackie Churchman Dominic Maher Lisa Maher Hannah Crees Ed Raven Elizabeth Glendinning-Smith Claire Rice Ron Howell Christine Leach Ian Osman Jim Robertson Laura South James Teader	Secretary Treasurer DBS/Safeguarding
Co-opted members	Annie Burnham Christine Leach Gerard Oglesby Rachel Mead	

Deanery Synod Reps

Peter Whisker
Helen Strange
Kate Schuil

Approved by the Parochial Church Council on the 20th March 2023 and signed on its behalf by :



Canon Tim Hillier
Chairman

Independent Examiner Statement

I report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 6 to 13.

Respective responsibilities of the PCC and examiner

The PCC is responsible for the preparation of the accounts. The PCC 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.

As examiner, it is my responsibility: to examine the accounts under section 145 of the 2011 Act; to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

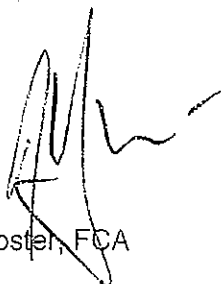
Basis of independent examiner's report

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 next statement.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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



John W Foster, FCA

40 Ellingham Road, Chessington, KT9 2JA

Statement of Financial Activities

	£	£	£	£
	Unrestricted Funds	Restricted funds	Total funds	Prior year total funds
Incoming resources				
Incoming resources from generated funds				
Voluntary income	193,960	123,817	— 317,777	235,338
Activities for generating funds	28,818	—	— 28,818	23,990
Investment income	13	252	— 266	23
Other incoming resources	3,600	870	— 4,470	22,605
Total income	226,391	124,939	— 351,331	271,956
Resources used				
Charitable activities	225,704	53,490	— 279,194	253,091
Total expenditure	225,704	53,490	— 279,194	253,091
Net income / (expenditure) resources before transfer	687	71,449	— 72,136	18,865
Total funds brought forward	24,646	110,722	— 135,368	116,503
Total funds carried forward	25,333	182,171	— 207,504	135,368

Balance sheet

	£ 2022	£ 2021
Fixed assets		
Tangible assets	8,131	—
	8,131	—
Current assets		
Investments	594	594
Cash at bank and in hand	210,779	140,774
	211,373	141,368
Liabilities		
Creditors: Amounts falling due in one year	12,000	6,000
	12,000	6,000
Total net assets less liabilities	207,504	135,368
Represented by		
Unrestricted		
General fund	24,991	24,646
Designated		
Coffee Break - Charity Collections	342	—
Restricted		
Belfry Fund	1,781	1,781
Restoration Fund	179,332	108,459
Uganda - Moyo Hospital Fund	1,058	482
Funds of the church	207,504	135,368

Notes to the Accounts

Accounting Policies

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015).

The financial statements have been prepared on an accrual's basis under the historical cost convention.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the PCC becomes legally entitled to the benefit of the use of the resources;
- their ultimate receipt is virtually certain; and
- the monetary value can be measured with sufficient reliability

Grants and Donations

Grants and donations are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax Claims on Cash Donations

Gift Aid and other tax claims are included in the SOFA in the same accounting period as the cash donations to which they relate.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognized as soon as the legal or constructive obligation arises.

Grants Payable

These are recognized when a commitment has been made.

Outward Giving

Giving to charitable organizations represents approved PCC giving as a commitment from current year activities.

Assets

Consecrated and benefice property

Consecrated and benefice property of any kind is excluded from the financial statements in accordance with Section 10(2) (a) and (c) of the Charities Act 2011.

Moveable Church Furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalized, but all items are included in the Church's inventory in any case.

St Peter's Church, Chertsey : Report and Financial Statements for the year ended 31 December 2022
Tangible Fixed Assets

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost and depreciated over their useful economic lives.

Short Term Deposits

These include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds

Unrestricted Funds

These represent the funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on future projects and which are therefore not included in its 'free reserves'.

Restricted/Designated Funds

These are funds that must be spent on restricted purposes.

Fund	Purpose
General Fund	Unrestricted, undesignated, available for any of the PCC's objectives
Belfry	Restricted for the expenses relating to the church bells and tower
Uganda - Moyo Hospital Fund	Restricted for the fundraising of medical equipment
Coffee Break	Designated for the collection and distribution of funds raised through specific Church events
Restoration Fund	Restricted for the expenses relating to the planned redevelopment of the church and church hall.

Bankers

National Westminster Bank PLC, Chertsey Branch

CBF Church of England Deposit Fund.

Income and Expenditure Account

	£	£	£	£	£
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
INCOME					
Incoming resources from generated funds - Voluntary income					
Planned giving	134,879	—	17,607	152,486	173,091
Income tax recovered on gift aid	33,327	—	7,056	40,383	23,120
Collections & donations	15,117	1,793	88,654	105,564	32,409
Children & family worker	868	—	—	868	—
Youth & children worker	—	—	—	—	—
Curates accommodation	1,730	—	—	1,730	5,718
Grants	6,246	—	10,500	16,746	1,000
Total	192,166	1,793	123,817	317,777	235,338
Incoming resources from generated funds - Activities for generating funds					
Hall Hire	15,540	—	—	15,540	8,735
Fees income (gross)	12,623	—	—	12,623	15,255
Social activities	655	—	—	655	—
Total	28,818	—	—	28,818	23,990
Incoming resources from generated funds - Investment income					
Bank interest	13	—	252	266	23
Total	13	—	252	266	23
Other incoming resources					
Misc Income	—	—	870	870	9,005
Deanery Admin	3,600	—	—	3,600	3,600
Total	3,600	—	870	4,470	12,605
INCOME TOTAL	224,598	1,793	124,939	351,331	271,956

St Peter's Church, Chertsey : Report and Financial Statements for the year ended 31 December 2022

	£	£	£	£	£
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>This year total</u>	<u>Last year</u>
EXPENDITURE					
Charitable activities					
Outward giving	12,000	500	—	12,500	12,000
Runnymede Foodbank	—	400	—	400	—
Local Outward Giving	85	500	—	585	572
Parish share	94,680	—	—	94,680	84,706
Deanery	543	—	—	543	433
Telephone	427	—	—	427	394
Ministry team expenses	1,721	—	—	1,721	2,148
Curate accommodation	14,400	—	—	14,400	21,957
Fees payable to the Diocese	3,705	—	—	3,705	4,244
Fees - Staff paid for services	4,475	—	—	4,475	2,427
Altar requisites and flowers	54	—	—	54	—
Advertising, Newslink, Bridge	—	—	—	—	146
Organ and piano tuning and repairs	—	—	—	—	267
Organist	—	—	—	—	150
Licenses and subscriptions	150	—	—	150	150
Youth and children's worker	8,538	—	—	8,538	9,270
Young church / youth work	269	—	—	269	—
Parent & toddler group	—	—	—	—	1,180
Adult training and teaching materials	61	—	—	61	1,463
Children and family worker	12,817	—	—	12,817	12,260
Childrens Church Leader	7,867	—	—	7,867	—
Water rates manse	659	—	—	659	—
Gas, electricity, water	7,947	—	—	7,947	7,831
Insurance	6,101	—	—	6,101	6,897
Verger / cleaner	2,739	—	—	2,739	2,145
Routine maintenance and cleaning	9,376	—	—	9,376	6,631
Extinguishers, security alarms and boiler	478	—	—	478	133
Audio visual and sound system	70	—	—	70	1,925
Depreciation on Hall replacement windows	—	—	2,033	2,033	—
Secretarial	20,676	—	—	20,676	19,539
Stationery, postage, telephone & sundire	693	—	—	693	882
Photocopier	2,570	—	—	2,570	1,768
Catering	2,278	—	—	2,278	—
Professional fees	790	—	36,457	37,247	925
General Expenses	4,485	50	15,000	19,535	47,048
Deanery Admin	3,600	—	—	3,600	3,600
Total	224,254	1,450	53,490	279,194	253,092
EXPENDITURE TOTAL	224,254	1,450	53,490	279,194	253,092
TOTAL OF INCOME OVER EXPENDITURE	344	343	71,449	72,136	18,865

Employee Emoluments

The number of persons employed by the PCC during the year was 9.

Total employment cost	£55,071
Total social security costs	£1,345
Total pension costs	£2,271

The social security costs were within the limit of the Employment allowance for the year.

Members of the PCC paid a salary during the year were:

Gerard Oglesby	£7,338
Annie Burnham	£12,000
Christine Leach	£20,340
Clare Rice	£8,000

Independent Examiners Remuneration

Total cost £0

Fixed Assets

Tangible assets	Church Hall Windows
Cost	£10,165
Charge for the year	£2,033
Net book value: At 31 st December 2022	£8,132

Coffee Break Fund

The PCC approved the use of its bank account to collect and distribute funds raised through its weekly activities. Donations were made to charities on an ad hoc basis

Grants received

	2022	2021
Haberdashers	£7,000	£ 1,000
Guildford Diocese	£4,246	£0
Benefact Trust	£5,000	£0

Liabilities of more than one year

There is a liability to pay £1682.98 a year on the photocopier lease until October 2025

Fund movement by type

	£	£	£	£
	Opening	Incoming	Outgoing	Closing
Belfry - Belfry Fund				
Restricted	1,781	—	—	1,781
Sub-total for Belfry	1,781	—	—	1,781
CoffeeBrk - Coffee Break Fund				
Designated	—	1,792	1,450	342
Sub-total for CoffeeBrk	—	1,792	1,450	342
Restore - Restoration Fund				
Restricted	108,459	109,363	38,490	179,332
Sub-total for Restore	108,459	109,363	38,490	179,332
Uganda - Uganda - Moyo Hospital				
Restricted	482	15,576	15,000	1,058
Sub-total for Uganda	482	15,576	15,000	1,058
General - General fund				
Unrestricted	24,646	224,598	224,254	24,990
Sub-total for General	24,646	224,598	224,254	24,990
Grand total	135,368	356,330	284,194	207,504