

St Peter's Parochial Church Council
Report and Financial Statements
Year Ending 31 December 2024

Aims and Purposes

St. Peter's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, 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 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.

One significant development saw the retirement of the incumbent, Canon Tim Hillier, and the start of an interregnum from 1st November 2024. The remaining Leadership team managed both the busy Christmas period and the creation of the Parish profile to support the advertising process for the new priest-in-charge.

The PCC also 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 2024, 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 2024 accounts show a positive carry forward of funds as the Church has now operated for a full year following the re-ordering project completion. Total General Fund Income was £251,071 assisted by increased hall hire income. Expenses were managed closely despite the ongoing impact of inflation and there was an insurance claim payment to cover the replacement of the boilers damaged by a break-in.

The Total General Fund Expenditure was £252,557 resulting in a *deficit* on this fund of £1,242 - balanced with the Coffee Break Fund surplus of £244. This leaves reserves of £20,914 and £706 to carry forward respectively.

Total receipts on the Restoration fund were £9,482 following completion of the project. Total expenditure is shown as £38,328 as the building related items are depreciated over a 10-year period. The carry forward balance of this fund is £320,428.

During the year the total fund balances reduced from £374,974 to £344,625. The average number of people in our regular giving scheme each month was 72 – a reduction due to leavers, compared to 80 last year.

Reserves Policy

The PCC works towards maintaining its General Reserve so that they are at least equivalent to 3 months' expenses, should there be sufficient funds available to enable this. As at 31 December 2024 the General Fund represented 30 days of cover (LY 34).

Structure, Governance and Management

The method of appointment of church members 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

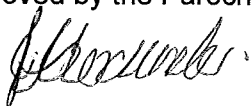
St. Peter's Parochial Church is situated in Chertsey, Surrey. It is part of the Diocese of Guildford, within the Church of England. The correspondence address is London Street, Chertsey, Surrey KT16 8AS.

Members of the Parochial Church Council

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

Vicar	Canon Tim Hillier [until 31 October 2024]	Chairman
Curate	Rev. Sue Phillips (OLM) (Ex Officio Member)	
Asst. Minister	Rev. Christine Pattinson (Ex Officio Member)	
Ministry Team	Canon Tim Hillier (Ex Officio Member) [until 31 October 2024] George Hobbs (LLM) (Ex Officio Member) Rev. Sue Phillips (OLM) (Ex Officio Member) Rev. Christine Pattinson (Ex Officio Member)	
Churchwardens	David Phillips Janet Alexander	
Elected members	Jacqueline Churchman Dominic Maher Ronald Howell Christine Leach Ian Osman James Robertson Laura South James Teader Victoria Kennedy Jean Warwick Carolyn Clark David Tucker	Secretary Treasurer DBS/Safeguarding
Co-opted members	Annie Burnham Clare Rice Stuart Boreham [until March 2024]	
Deanery Synod Reps	Rosemary Richards Kate Schuil Sarah Howarth	

Approved by the Parochial Church Council on the 17th March 2025 and signed on its behalf by :

A handwritten signature in black ink, appearing to read 'Jan Alexander', written over a horizontal line.

Jan Alexander (Church Warden)
Chairman

Independent Examiner Statement

I report on the accounts of the PCC for the year ended 31 December 2024, 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	206,656	1,983	208,638	363,587
Activities for generating funds	25,736	—	25,736	22,870
Investment income	13	349	363	1,722
Other incoming resources	19,510	7,150	26,660	52,919
Total income	251,915	9,482	261,397	441,100
Resources used				
Charitable activities	253,158	38,590	291,748	273,629
Total expenditure	253,158	38,590	291,748	273,629
Net income / (expenditure) resources before transfer	(1,243)	(29,108)	(30,351)	167,470
Total funds brought forward	22,861	352,113	374,974	207,504
Total funds carried forward	21,620	323,005	344,625	374,974

Balance sheet

	£ 2024	£ 2023
Fixed assets		
Tangible assets	311,082	331,449
	311,082	331,449
Current assets		
Investments	594	594
Cash at bank and in hand	45,265	43,381
	45,859	43,975
Liabilities		
Creditors: Amounts falling due in one year	(12,316)	(450)
	(12,316)	(450)
Total net assets less liabilities	344,625	374,974
Represented by		
Unrestricted		
General fund	20,914	22,400
Designated		
Coffee Break - Charity Collections	706	461
Restricted		
Belfry Fund	1,519	1,781
Restoration Fund	320,428	349,274
Uganda - Moyo Hospital Fund	1,058	1,058
Funds of the church	344,625	374,974

Notes to the Accounts

Accounting Policies

The financial statements have been prepared in accordance with 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 for 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.

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. The costs of the major re-ordering of the church and renewal of chairs in 2023 are being depreciated over a ten-year period.

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

Restricted Funds are those that are required by the donor to be spent for specific purposes.

Designated Funds are those that the PCC has decided should be used for designated 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.

CBF Church of England Deposit Fund.

Analysis of Income and Expenditure

	£	£	£	£	£
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
INCOME AND ENDOWMENTS					
Incoming resources from generated funds - Voluntary income					
Planned giving	149,511	—	1,190	150,701	132,039
Income tax recovered on gift aid	20,969	—	393	21,362	42,916
Collections & donations	5,054	844	400	6,298	92,498
Retirement Gift	27,377	—	—	27,377	—
Legacies	—	—	—	—	49,135
Children & family worker	900	—	—	900	1,000
Youth & children worker	—	—	—	—	—
Curates accommodation	—	—	—	—	—
Grants	2,000	—	—	2,000	46,000
Total	205,812	844	1,983	208,638	363,587
Incoming resources from generated funds - Activities for generating funds					
Hall Hire	17,705	—	—	17,705	9,450
Fees income (gross)	6,671	—	—	6,671	9,393
Book sales	1,200	—	—	1,200	472
Catering	160	—	—	160	1,844
Social activities	—	—	—	—	1,710
Total	25,736	—	—	25,736	22,870
Incoming resources from generated funds - Investment income					
Bank interest	13	—	349	362	1,722
Total	13	—	349	362	1,722
Other incoming resources					
Misc Income	15,910	—	7,150	23,060	49,320
Deanery Admin	3,600	—	—	3,600	3,600
Total	19,510	—	7,150	26,660	52,920
INCOME TOTAL	251,071	844	9,482	261,396	441,099

	£	£	£	£	£
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
EXPENDITURE					
Charitable activities					
Outward giving	12,000	600	—	12,600	12,400
Local Outward Giving	419	—	—	419	526
Retirement Gift	27,377	—	—	27,377	—
Parish share	101,220	—	—	101,220	97,562
Deanery	543	—	—	543	543
Telephone	465	—	—	465	406
Ministry team expenses	1,240	—	—	1,240	1,232
Curate accommodation	—	—	—	—	9,600
Fees payable to the Diocese	1,627	—	—	1,627	2,027
Fees - Staff paid for services	2,977	—	—	2,977	3,290
Altar requisites and flowers	—	—	—	—	181
Advertising, Newslink, Bridge	—	—	—	—	—
Organ and piano tuning and repairs	625	—	—	625	—
Organist	360	—	—	360	—
Licenses and subscriptions	832	—	—	832	150
Youth and children's worker	—	—	—	—	—
Young church / youth work	721	—	—	721	—
Parent & toddler group	—	—	—	—	986
Adult training and teaching materials	—	—	—	—	29
Bellringers other expenses	288	—	—	288	—
Children and family worker	12,635	—	—	12,635	12,540
Children's Church Leader	8,177	—	—	8,177	8,000
Water rates manse	—	—	—	—	717
Gas, electricity, water	11,467	—	—	11,467	11,518
Insurance	5,503	—	—	5,503	5,215
Verger / cleaner	7,564	—	—	7,564	4,718
Routine maintenance and cleaning	3,423	—	—	3,423	5,966
Extinguishers & security alarms	531	—	—	531	1,213
Audio visual and sound system	1,638	—	—	1,638	5,251
Depreciation on Hall replacement windows	—	—	2,033	2,033	2,033
Secretarial	22,071	—	—	22,071	21,392
Stationery, postage, telephone & sundries	670	—	—	670	1,491
Photocopier	2,968	—	—	2,968	2,681
Catering	733	—	—	733	7,670
Professional fees	1,148	—	—	1,148	22,450
General expenses	17,364	—	262	17,626	16,286
Deanery Admin	3,600	—	—	3,600	3,600
Building Project costs	—	—	1,207	1,207	3,605
Depreciation on Re-Ordering Project	—	—	33,019	33,019	7,825
Book Stall costs	2,372	—	—	2,372	—
Depreciation on New Chairs	—	—	2,068	2,068	517
Total	252,558	600	38,590	291,748	273,630
EXPENDITURE TOTAL	252,558	600	38,590	291,748	273,630
TOTAL INCOME LESS EXPENDITURE	(1,485)	244	(29,108)	(30,349)	167,470

Employee Emoluments

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

Total employment cost	£54,863
Including: Total social security costs	£3,045
Total pension costs	£2,866

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:

Annie Burnham	£12,270
Christine Leach	£21,929
Clare Rice	£8,180

Independent Examiners Remuneration

Total cost £0

Fixed Assets

Tangible assets	Church Hall Windows	New Chairs	Church Re-Ordering
Cost *(30 th September 2023)	£10,165	£20,685*	£313,007*
Accumulated depreciation	£4,066	£517	£7,825
Net book value: At 31 st December 2023	£6,099	£20,168	£305,182
Additions during year			£16,754
Depreciation Charge for the year	£2,033	£2,069	£33,019
Net book value: At 31 st December 2024	£4,066	£18,099	£288,917

Grants received

	2024	2023
Haberdashers	£2,000	£3,000
Guildford Diocese	£NA	£1,000
Surrey CC	£NA	£17,000
Garfield Weston	£NA	£20,000
Beatrice Laing	£NA	£5,000

Liabilities of more than one year

There is a liability to pay £1359.12 a year on the photocopier lease until October 2030.

There is a new liability to pay £1750.84 a year on a new dishwasher lease until July 2027.

Fund movement by type

	£	£	£	£	£
	Opening	Incoming	Outgoing	Transfers	Closing
Belfry - Belfry Fund					
Restricted	1,781	—	262	—	1,519
Sub-total for Belfry	1,781	—	262	—	1,519
Coffee Break - Coffee Break Fund					
Designated	461	844	600		706
Sub-total for Coffee Break	461	844	600		706
Restore - Restoration Fund					
Restricted	349,274	9,482	38,328	—	320,428
Sub-total for Restore	349,274	9,482	38,328	—	320,428
Uganda - Uganda - Moyo Hospital					
Restricted	1,058	—	—	—	1,058
Sub-total for Uganda	1,058	—	—	—	1,058
General - General fund					
Unrestricted	22,400	251,072	252,558		20,914
Sub-total for General	22,400	251,072	252,558		20,914
Grand total	374,974	261,398	291,747	—	344,625

