



St Nicholas Alfold & St John the Baptist Loxwood

One Church committed to Christ and our communities

APCM & Vision

25th April 2021

Ecclesiastical Parish of Alfold and Loxwood

25th April 2021

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**Ecclesiastical Parish of Alfold and Loxwood
Annual Parochial Church Meeting**

25th April 2021

Agenda

1.	Opening Prayer, Attendance and Apologies	
2.	Open Meeting of Parishioners and the appointment of Churchwardens	
3.	Minutes of last year's Annual Meeting of the Parish of Alfold and Loxwood	
4.	Receive a report on the New Electoral Roll	
5.	Receive the Annual Report and Financial Statements for year ending 31 December 2020 Adoption and agreement by the APCM	
6.	a) Receive a report on the fabric, goods and ornaments of St. Nicholas Church Alfold b) Receive a report on the fabric, goods and ornaments of St. John the Baptist Church Loxwood	
7.	Receive a report on the proceedings of the Deanery Synod	
8.	Receive all other reports on Church activities	
9.	Elect representatives of the laity to the Deanery Synod	
10.	Elect representatives of the laity to the PCC	
11.	Appoint sidesmen	
12.	Appoint the independent examiner	
13.	Closing worship	

Ecclesiastical Parish of Alfold and Loxwood

**Minutes of the Parishioners meeting and Annual Parochial Church Meeting held in the grounds of
St John the Baptist Church, Loxwood on Sunday 27th September 2020 at 11.00am**

Revd Greg Cushing welcomed the parishioners and led the opening worship.

The meetings were attended by the following parishioners:

Revd Greg Cushing (Chairman), Sue Burdfield, Peter Dale, Hugh Beadle, Linda Beadle, Kim Venter, Iain Taylor, Mike Edwards, Liz Edwards, Margaret Carr, Ewan Curphey, Rosemary Curphey, Marjorie Loxton, Tessa Bourne, Emily Cross, Sean Cross, Elizabeth Simpson, Dowglass Cardale, Rosie Wyer, Jane Johnson, Ruth Allan, Richard Allan, Camilla Oram, Kevin Oram, Julie Sayers, Adrian Sayers, Michael Tucker, Roger Brockway, Sharon Brockway, Charlie Cox, Maurice Watts, Mal Simmonds, Scott Bilthouse, Brenda Lambourne, Becky Lambourne.

Apologies were received from:

Cicely Green, Diana and Marco Vitesse, Christine Bolton, Margaret Dale, Audrey Gamester

1. Election of the churchwardens:

Rev'd Greg Cushing announced that Sharon Brockway was stepping down as Church Warden, and he thanked her for her support and hard work as a Church Warden over the last few years. Rev'd Greg Cushing confirmed that Scott Bilthouse was standing to be re-elected this year, and Elizabeth Simpson was standing for election. There being no other candidates they were unanimously elected.

- 2. Minutes of the meeting of parishioners 7th April 2019** were received, having been proposed that they were accepted by Iain Taylor, seconded by Hugh Beadle. The meeting agreed and the minutes were signed as read.

Annual Parochial Church Meeting

- 3. The minutes of the last APCM meeting, 7th April 2019**, having been proposed by Emily Cross, seconded by Jane Johnson were received as read and signed by the Chairman.
- 4.** The report on the changes to the revised Electoral Roll was received. It was reported that there were 120 people on the Electoral Roll, 34 non-resident, 2 did not renew membership, 16 new members
- 5. The annual report of the PCC** was received and adopted by the APCM
Iain Taylor spoke to the annual report, and the current financial situation due to the impact of the Covid 19 pandemic. Thanks were given for the generosity of donations during a recent appeal for funds. Thanks are minuted for the hard work of both Iain Taylor and Julie Sayers.
- 6. a) The report was received on the fabric, goods and ornaments of St Nicholas Church, Alfold**
b) The report was received on the fabric, goods and ornaments of St John the Baptist Church, Loxwood
- 7. A report was received on the proceedings of the Deanery Synod.**
Roger Brockway is stepping down as a lay member of the Deanery Synod, thanks are minuted for his support and all the work he does for the Friends of St Nicholas.

8. Reports were received on the following church activities:

- Pastoral Care
- Safeguarding
- St Nicholas Church - Flowers
- St John the Baptist Church – Flowers
- Fearless (Teenage Youth Group)
- Music
- Lionhearts (4-11 years)
- Alfold Bellringers
- The Parish Office and Magazine

Thanks are minuted for the support and hard work from Trevor Goacher for Buildings, Linda Beadle for Lionhearts, Jane Johnson for Safeguarding, and Jane Johnson, Marjorie Loxton and Liz Edwards for Pastoral care, as well as all others involved in the Church's Mission including the Mother's Union and flower arrangers and bell ringers.

9. Election of representatives of the Laity to the Deanery Synod

The following were elected to become representatives of the Laity to the Deanery Synod: Mike Edwards was proposed by Trevor Goacher and seconded by Liz Simpson, Richard Allan was proposed by Peter Dale and seconded by Trevor Goacher, Mike Edwards was proposed by Emily Cross and seconded by Sharon Brockway.

10. Election of representatives of the Laity to the PCC

Peter Dale and Warwick Pistorious stepped down as representatives of the Laity to the PCC in December 2019, Jane Johnson, Marjorie Loxton, Eleanor Lynn are standing down as representatives of the Laity to the PCC, Revd Greg Cushing thanked them for all their help over the years, and for the extra commitment and hard work from Jane Johnson as Safeguarding Officer, Ruth Allan has agreed to take over the role.

The following were elected to become representatives of the Laity to the PCC:

Roger Brockway was proposed by Jane Johnson and seconded by Liz Simpson, Kim Venter was proposed by Linda Beadle and seconded by Sharon Brockway, Christine Bolton was proposed by Trevor Goacher and seconded by Linda Beadle, Ewan Curphey was proposed by Trevor Goacher and seconded by Emily Cross, Becky Hughes was proposed by Eleanor Cushing and seconded by Kim Venter.

11. Appointment of the independent examiner

Jim Jewell will continue to act as independent examiner for this year.

The meeting closed at 11:20 am

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Priest-in-Charge

The Reverend Gregory D Cushing

Bankers

National Westminster Bank

Independent Examiner

Jim Jewell
Trehenny
Spy Lane
Loxwood

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ALFOLD
AND LOXWOOD
Parish Office, Alföld Church Room, Off Rosemary Lane, Alföld GU6 8EU
REGISTERED CHARITY NUMBER 1165693

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Rev Greg's Foreword

What a year! Not too long ago we passed the year anniversary of the start of the first lockdown, and not many of us back then ever expected the misery of this virus to last so long. For many of us, it has been deeply frustrating as the way of life we took for granted has been drastically altered. For others, the misery has been much more profound; we've lost loved ones whom we weren't able to comfort; we've lost jobs and been unable to pay the rent; we've been ill and our vitality has yet to fully return.

Yes, we have learned many lessons in appreciating the present. Yes, we have witnessed great heroism in the likes of Captain Tom Moore, and the many frontline workers in the NHS putting their lives at risk on a daily basis. We have once again learned gratefulness with Thursday night applause on the street, and as locals we want to say a heartfelt thank you to Loxwood Surgery. But let us not kid ourselves, this last year has shaken us to our very core.

I'm not a seaman but I can imagine just how anxiety-inducing it must be to be caught in a storm you simply have to endure, where the swirling waves are five times bigger than the seemingly minuscule ship you are trying to navigate.

A few verses in Hebrews have, almost weekly, enabled me to metaphorically stay afloat and keep serving Jesus as best I can in such an uncertain environment:

'So we who have found safety with him [God] are greatly encouraged to hold firmly to the hope placed before us. ¹⁹ We have this hope as an anchor for our lives. It is safe and sure...'
(Hebrews 6:18-19 Good News Translation)

Or how about this slightly longer translation from J. B. Philips (Hebrews 6:17-19):

'So in this matter, God, wishing to show beyond doubt that his plan was unchangeable, confirmed it with an oath. So that by two utterly immutable things, the word of God and the oath of God, who cannot lie, we who are refugees from this dying world might have a source of strength, and might grasp the hope that he holds out to us. This hope we hold as the utterly reliable anchor for our souls, fixed in the very certainty of God himself in Heaven...'

I hope these verses offer you an anchor for your Covid-weary souls – *in the very certainty of God himself*. We recognise this pandemic will yet bring more heartache, and we recognise too that there will no doubt be future viruses as there have been in the past. Vaccines are good and I commend them to you, but they're not the ultimate answer to uncertainty and security. Jesus is the eternal anchor, and He is whom we have been holding out to others throughout this pandemic.

What follows will be a shortened overview of the previous year. This is simply because many of our regular activities have had to stop; our church buildings have been closed for long periods; and the Covid-delayed 2020 APCM was only six months ago. Nonetheless we thank God for the many ways we've continued to be able to serve Him and learn from Him.

Aims and Purposes

The Parochial Church Council ("PCC") has the responsibility of co-operating with the Priest-in-Charge (Rev Greg Cushing) in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of the

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two church buildings, St. John the Baptist and St. Nicholas, their church rooms, churchyards and the garden of remembrance.

Our mission statement states:

"We seek to be a generous church for the whole community, committed to growing together in love for our Saviour Jesus Christ and sharing His love with others."

With that in mind, we seek to play our part in Guildford Diocese's exciting vision '*Transforming Church, Transforming Lives.*' Looking at the twelve transformation goals on its website we can see how synchronized with it much of our parish vision below is.

Achievements and Performance

As of the APCM on 27th September 2020 we had 119 on the electoral roll, although we estimate there are 128 individuals whom we would label 'regular' worshippers. Unsurprisingly last year we saw no baptisms, although we celebrated four weddings, and held seven funeral services and three interments.

When Rev Greg arrived in 2016 our initial vision was to double our attendance. Back then the October figures were 34 adults and four children. We very nearly hit our target in 2019 and were certainly hoping to surpass it in 2020 until Covid disrupted things. Sadly therefore, the physical numbers did not reflect the reality of those worshipping with us: 46 adults and seven children. However, when taking into consideration our online attendees (figures taken from YouTube every Sunday) we had on average 48 devices tuning in. We recognise that an individual, couple, or in some instances a family might be viewing from one device, so at a bare minimum our mixed physical and online numbers for October have more than doubled, to 87 adults and fourteen children.

Below are a few highlights from 2020:

Our Online Presence

With that in mind we should highlight just how successful our online services have been. We were one of the first churches in the diocese to go online, which is impressive considering we are a rural parish without a big staff team and any techy whizz-kids. We opted for the YouTube open door approach, since we want our Sunday services and the preached word to be accessible to as many as possible within our community. With regards to church fellowship online, we find that Zoom midweek meetings provide the presence and conversation we miss on Sundays.

So far, our YouTube Channel has received over 12,000 views, some services have received over 500 views alone, and we have received messages of thanks and support from Africa, North America and Australia. We've longed that our vision of making Jesus known might have a ripple effect across the world, and our online presence has largely made that possible. Having an online platform has also allowed us to engage, introduce and get to know our overseas mission partners much more easily, and we have had the privilege of them all being involved in some way be it interviews, preaching, and even singing and dancing!

Similarly, our Men's and Women's Breakfasts might have seemed like the least obvious transition into an online format, but as we entered the first lockdown we saw this as a brilliant way of sharing gifts, having fun, and blessing the community with hope each month. We have enjoyed many

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different online chefs, poetry readings, pilates sessions, woodwork demos, musical accompaniments and much more. In fact we have found many churches getting in touch to ask us how we have gone about starting this ministry.

Outdoor Church

Throughout the summer, whilst many churches were still uncertain about re-entering church buildings for physical services, having two beautiful churchyards we decided to meet outdoors. This made social distancing much easier, and it eased peoples' nerves about gatherings in confined spaces. In the twelve services we ran throughout the summer, it only rained on one of them – the first! Other than that, it was pretty much beautifully sunny every Sunday, and pretty much every week Rev Greg received the comment: “do you think we can do this every week?”

Community Action

The week before the first lockdown we sought to leaflet every single house within the parish with our church details and informing them that we would be there to help in any pastoral and practical ways necessary. There are some very long drives in parts of the parish! Off the back of that, Rev Greg set up a Whatsapp group with over 60 volunteers (many non-churchgoers from within the community) who to this day are still picking up prescriptions, taking dogs on walks, offering grocery deliveries, mowing lawns and much more. The Rectory and Church Office phone numbers featured on the Loxwood Surgery's automated response and so far we must have collectively delivered almost 1,000 prescriptions. Do get in touch if there is any way we can help.

Recognising the great need with redundancies and self-isolation in mind we did two further things: we set up a hardship fund, and we started acting as a foodbank outpost for Horsham Matters. Many thanks to the generous donors who have given to the Hardship Fund during the last year, well over £1000 was raised and this has blessed those within our community who would otherwise have struggled to put food on the table.

A huge thanks goes to all the volunteers who have served the community in any of the ways listed or in a trillion other ways – thank you! Thank you too to our wonderful pastoral team, who although visiting homes has not been possible, many hours have been spent on the phone listening and offering the comfort of a friendly voice and at times the true comfort of Jesus the steady anchor.

Discipleship & Evangelism

Although much of the above has spoken of the ways we have sought to reach out both in word and action, we should mention the intentional way we have pursued spiritual growth during such a time as this. On Sundays we have enjoyed preaching series in 1 Peter, the Psalms and 1 Corinthians. Our midweek Pilgrim groups have studied Esther, Exodus, and Hebrews. Through both these teaching streams, alongside ever-changing restrictions, we have been constantly learning and relearning that we are the Church not the church buildings. This has been freeing as we have realised with new clarity that church buildings are not what give us better access to God, nor do closed church buildings quell the mission of the Church. With that in mind we have now run two evangelistic courses online, the most recent one – Alpha attracting almost 20 attendees.

A massive thanks must go to Kim and Linda who have created such exciting resources for our young ones with Lionhearts online. They have both gone above and beyond, and even in a period of

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lockdown we have witnessed new children enjoying this resource. We must also pray on for the small group of Fearless children who have been engaging with parts of Alpha Youth through Zoom.

Looking Ahead

2021 would be the final year of a three-year vision launched back in 2019. With what has happened in mind it seems unrealistic that we will complete our vision by the end of this year, nonetheless it is a good vision and so the headings below remain the same. We hope that in pursuing these goals God is glorified and our community is blessed:

Chasing the Double

As mentioned above, with our mixed online and physical services we have already doubled our attendance since 2016. Our prayer now, as physical gatherings begin to resume, is that those attending online will now join us in person. We fully appreciate that God's intention for the Church is that we physically meet with one another because it's only as we do that that we can truly care for one another, in body, mind and soul.

Prayer & Discipleship

Last year we managed a 24/7 Prayer chain in the run up to Pentecost. Having accomplished that feat we now plan that as a yearly habit. However, we recognise that our corporate prayer life cannot be viewed solely through that lens, and we still have much to learn through prayer. Our parish prayer meeting, the engine room of all we do and which has become weekly throughout the pandemic, is still very small. Not enough gratitude is shown to the same faithful prayer warriors who pray their socks off each week. Out of all of the many church meetings we long that this one would grow as Christians come to see prayer, and even praying out loud alongside brothers and sisters, as their native language.

Our online services have provided a great opportunity to have many new faces taking a lead. Our desire is that this continues when we meet back in person. We know that growth in knowledge of our great salvation should go hand in hand with growth in service, and whilst our ordained clergy contingent will shortly go from one to three, we pray this will be more than matched by a growing team of lay servants. We will shortly be welcoming James Hanson (with his wonderful family) to start his title curacy post, and in September Richard Allan begins his OLM theological training. This is a great season of change, and faced with the prospect of resuming regular church services we must take seriously the chance to reset - not just restart. With so much about to be new, with so many lessons learned this last year, once again we approach the future understanding the need to be flexible. We take on-board the enjoyment of our combined outdoor services and feel excited rather than apprehensive that service patterns and styles are not set in stone.

God-willing we plan on having our postponed Church Weekend Away in June 2022.

We long to ensure everyone who stopped coming along to our midweek Bible Study Pilgrim Groups whilst they were on Zoom will return in person when physical gatherings resume, alongside everyone who has joined us this last year. With that in mind we hope to grow to six Pilgrim Groups when we do get back together.

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We hope to incorporate the essence of last year's Zoom Theologians Book Club into some form of monthly format. Similarly, with an expanding ministry team, the desire is to run more training evenings equipping folk to lead services, welcome, lead Bible studies and preach. We resolutely commit to being a Word centred church and growing a 1-2-1 culture of Bible reading.

A Church Without Walls

We commit to continuing with any practical need we can offer our community, acknowledging that we should offer this care at all times, not just during a pandemic.

We commit to starting the Wellbeing Café we hoped to start before Covid changed our plans.

Having explored the prospect of reordering St. John the Baptist Church building in order to provide a more multi-purpose space we have decided to obtain a faculty for those works. If this is to be accomplished, we commit to using this place to form as many bridges with our community as possible. God-willing, we hope to use this new space to start a Mums & Tots Group; fitness groups with a Christian twist; our two evangelistic courses and the Marriage Prep and Parenting Courses too.

Finally, unfortunately due to various restrictions we have not been able to support Loxwood School as much as we would have liked last year. We hope to provide a supportive presence to the teachers, and a fun life-giving glow to the children.

Welcome Home

As previously mentioned, this last year has reminded us that we, the people of God, are the Church. We therefore understand our gatherings are where our sense of belonging is reinforced. We resolutely commit to offering that sense of belonging to every searcher coming our way. We commit to casting aside self-righteousness.

Confident Faith Sharing

We feel strongly that everyone who would call the Parish of Alfold & Loxwood home must do two things at the very least:

- 1 – Let people know that we come to church.
- 2 – Let people know that we are a Christian and that it makes a difference in our life.

They are our two basic Christian behaviours, and we know that if we wholeheartedly commit to them we will have many conversations about Jesus.

Alongside this we commit to continue offering three evangelistic courses a year. We commit to offering evangelistic events styled in a way that appeal to non-churchgoers. We commit to starting a Mission Team that thinks tactfully about such events. We commit to provide more lay training on how to share the faith.

Operation Alfold

With social restrictions in place, 2020 did not provide much opportunity for face-to-face engagement with the wider community in North Alfold. We were welcomed warmly when carol singing around the new Cala homes estate and must build on that. Our previous commitments stand

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– we will do whatever we can to ensure all in North Alfold, and the new development at Dunsfold, are within reaching distance to seeing and hearing Jesus. We commit to being His hands and feet, and we commit to drawing close.

Kids Kids Kids

Our midweek kids work is almost entirely evangelistic in that the majority of the children do not come from church attending families. Before Covid we would have been reaching around 40 children each week through Revved Up and Fearless. At the very least, we commit to physically resurrecting both groups as soon as we possibly can. We commit to being a blessing to Loxwood School.

A Resourcing Rural Church

With a season of change looming; with our parish set to become a training parish for two new clergy members, we commit to last year's APCM report's final paragraph with even greater intensity:

Where else can we inspire, not just our community, but the Church of England, or even the global Church? Why should we settle for simply maintenance and comfort when God has given us more than we deserve? Let us strive into the unknown this year believing that each and every new day "Today is the Day of Salvation!"

Public Benefit

Our primary goals as a Church of England parish are:

- Spiritual, we proclaim Jesus and His Gospel to all – in the words of John 3:16, "For God so loved the world that he sent his only begotten Son, that whoever believes in him will not die but have eternal life." We provide church services, which are open to all who wish to participate and provide access to our church buildings, which are open all day for private prayer where possible enabling solace to be found away from the busyness of everyday life.
- Practical, that all within the parish are entitled to call on the parish team for baptisms, marriages, funerals and other forms of help such as assisting the disabled, marriage and bereavement counselling and visiting the sick at home and in hospital.
- Missional, we look beyond our parish to those who are less fortunate than ourselves in this country and overseas and support them prayerfully and financially.

VOLUNTEERS

The PCC is most grateful to everyone who provides financial support to the church and to those who help in so many different ways, both practical, pastoral and by prayer. The list is by no means complete but a big thank you to those who help to make our two churches so beautiful, both inside and out by cleaning, flower arranging and gardening; those who make the cakes and coffee, the sidesmen who welcome; those who read the Word; those who lead us in prayer, those who undertake the many pastoral activities outside the church buildings; and those, perhaps housebound, who faithfully pray for us. We would like to give special thanks to our treasurer Iain Taylor, and Julie Sayers for all her support; together they accurately predicted the impact Covid would have on our finances and encouraged us to view financial stewardship as a part of our worship. Similarly, in a year wrought with much anxiety we want to applaud our pastoral assistants

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Jane Johnson and Marjorie Loxton who must have spent hundreds of hours on the phone comforting those who felt lost. Thank you all.

Financial Review for the year ending 31 December 2020

The past is, as they say, a foreign country, and never more so than right now. Looking back on my report for last year, I reflected then on encouraging signs of growth in our numbers, working among more young people and steadily expanding evangelistic efforts.

But in March 2020 the first lockdown took place and just about everything went sideways, if not backwards, thereafter. Most obviously, and as with most parishes, COVID-19 has had a huge impact on our finances. For many months during lockdown we received no loose plate collections and all parish events, such as the fetes, were cancelled. And the small but steady income we received from letting out our church rooms to various local organisations dried up completely too. But the biggest question was over our most significant source of finance, which is regular giving from church members. How would that hold up as the pandemic unfolded?

Those uncertainties needed urgent consideration and action. Greg and I therefore asked Julie Sayers to estimate what our budget and cash flow forecasts looked like for the year. Her excellent and highly professional work led us to project a shortfall of about £30,000 for the year. And because we did not wish to dip into our reserves any more than absolutely necessary, the PCC decided to launch an urgent appeal to raise that very large sum.

As most people now know we raised almost £30,000, almost exactly, if we include Gift Aid and the three year income from the renewed 500 Club. We thank God for the generosity of our church members!

Results for the year

So what do the detailed figures look like? Most encouragingly, the financial statements for 2020 reveal that income from donations (including the appeal) was 3% up in 2020, from £114,989 to £118,718. Over £35,000 came through the Parish Giving Scheme, which spares our volunteers the laborious task processing gifts manually and Gift Aid is recovered in just a few days, to the great benefit of our cash flow.

Income from charitable activities (mainly wedding and funeral fees), was marginally up, from £2,189 in 2019 to £2,454 last year. Other trading activities, such as fetes, fell to zero and magazine advertising was slightly down, from £3,781 to £3,650 in 2020. The other major source of funds in the 2019 income and expenditure was a revaluation gain of £7,179 on the value of our investment portfolio. Our total income for 2020 was £137,737, a drop of 5% on the previous year.

Unsurprisingly in the circumstances we also sought to cut expenditure to the bare bones, although we did spend over £5,000 on the church room at Alfold, as the damp was becoming a serious problem and would have cost far more to fix had we delayed the work. We are also fortunate that much of the work on both our church buildings is not absolutely essential and can be delayed a year or two, by which time our finances will – God willing – have recovered adequately enough for us to proceed. Notwithstanding that, we increased staff salaries in line with inflation and we continued to tithe our unrestricted income to fund our various mission partners around the world, in the sum of

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well over £12,000. Our heaviest financial burden by far is the annual Parish Share of just over £70,000. This is the annual amount every parish in the Church of England has to find, mainly but not exclusively to cover clergy salaries and housing costs. Our Parish Share for 2021 will stay the same as 2020, at £71,431.

As it turned out, our total expenditure in 2020 amounted to £123,943, an increase of 4% on the previous year. Nevertheless I am pleased to be able to report an overall surplus for 2020 of £13,794, although without the appeal that figure would clearly have looked very different.

Turning to the parish balance sheet, most of our cash assets are invested in the CBF Church of England Investment Fund and the COIF Charities Investment Fund. The value of these investments increased from £106,058 to £113,075 in 2020. They produced dividends totalling £3,192 during the year. However, in an uncertain world the value of these investments may go down as well as up. If they fall next year it will have an immediate negative impact on our net income figure.

In terms of investing in the fabric of our buildings, no major expenditure is planned for 2021 except at Loxwood. A faculty was submitted to the Diocese in March for the removal of the pews, to be replaced by freestanding chairs, enabling much more flexible use of this space. We ask you to pray for a successful outcome.

So in conclusion, it is no understatement to say that 2020 has been a difficult year for the parish - but our financial position remain relatively strong thanks to the generosity of our church members and supporters. The PCC hopes it will improve in 2021 but whatever happens, we can take comfort from the certain knowledge that 'The Lord is our rock, our fortress and our deliverer, our rock in whom we take refuge'.

Reserves policy

The PCC's policy is to maintain a balance on unrestricted funds which equates to at least three months' unrestricted payments. This is to smooth out fluctuations in cash flow and to meet any emergencies. Our general fund reserve was £88,296 at 31 December 2020 and our unrestricted expenditure for the year was £111,027 representing eight and a half months reserve compared with seven and a quarter months last year.

The balance of the Alfold church bell fund stands at £1,359 (2019: £1,359).

The balance of £51,647 (2019 £51,123) in the two fabric fund reserves is retained for financing repairs to the respective church buildings and the church rooms. The Alfold church balance is £4,059 and the Loxwood balance is £47,588.

The balance of the music and organ fund stands at £263 (2019: £504).

The balance of £1,004 (2019: £6,764) in the special groups fund is reserved for youth group and further education activities.

It is PCC policy to invest the short-term investment fund balances with the CCLA Church of England Investment Fund.

During 2020 the PCC decided to set up a hardship fund to help local residents suffering from the direct impact of Covid 19. A total of £900 was paid out from the fund during the year and it retains a balance of £1,650. If anyone is in need of assistance from this fund please contact Rev Greg.

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Prayer

Last year I entirely endorsed Rev Greg's comments about prayer, especially that the parish needs to rely on prayer as though our lives depended on it. This is because we wish to be a blessing to our community and to give generously to our mission partners - and we recognise that all these good visions have costs attached. But to achieve that we simply have to depend on our good and gracious God to move hearts and provide the finances in order that our congregations can be the blessing we want them to be.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under The Parochial Church Council Measure. The PCC is a charity and is registered on the Register of Charities by the Charities Commission with the Registered Charity Number 1165693.

The appointment of PCC members is governed by and set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Each lay PCC member is to be appointed for a term of three years. At the end of his / her term, that member is entitled to put himself / herself forward to the APCM for immediate re-election to the PCC. In normal circumstances after serving two terms, the member must stand down for a period of at least one year. However, when there is a lack of members putting themselves forward for election to the PCC, and the person standing down would lead to the PCC being unduly under strength, the PCC would waive this rule.

The PCC endeavours to make the prime focus of the PCC the work of the Church rather than administration. To undertake administrative matters, there are a number of groups, such as a Buildings Group, a Finance Group, a Safeguarding Group, and a Human Relations Group, which under the leadership of a PCC member and reporting back regularly to the PCC, focus on the detailed work directly related to the topic concerned.

The PCC recognises its responsibility to carry out a review of all risks to which the charity is exposed, and a start has been made with this by introducing the Diocesan system of risk analysis for each one of our activities. Risk analyses have been completed for all activities carried out by the PCC, the Diocesan Safeguarding systems have been fully implemented, Health and Safety reviews have been undertaken in the three buildings for which the PCC is responsible and financial controls have been reviewed. In each case, administrative procedures have been improved and training initiated where necessary. The procedures recently developed jointly by the Church of England and the Charity Commission for the reporting of serious incidents will be initiated from the date of the approval of this report.

During 2020, the PCC met six times.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

ADMINISTRATIVE INFORMATION

The Church of St Nicholas is situated at the southern edge of Alfold village, Surrey. The Church of St John the Baptist is situated at the southern edge of Loxwood village, West Sussex, towards the foot of Vicarage Hill. The Parish of Alfold and Loxwood is part of the Diocese of Guildford within the Church of England. The correspondence address is:

The Parish Office, Alfold Church Room, Off Rosemary Lane, Alfold GU6 8EU.

Parish Administrator: Mrs Emily Cross

Members of the PCC who have served during the period from the 2020 APCM (27 Sep 2020) until the date this report was approved are:

Ex-Officio Members

Priest in Charge: The Revd. Gregory D
Cushing

*Permission to
Officiate:* Mr Michael Edwards

Churchwardens: Mrs Elizabeth Simpson Year 1
Mr Scott Bilthouse Year 2

Representatives on the Deanery Synod:

Mr Richard Allan
Mrs Suzanne Burdfield
Mr Michael Edwards

*Elected members:
For 3 years*

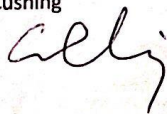
Mrs Linda Beadle	Year 3 of 3
Mrs Kim Venter	Year 1 of 3
Mr Trevor Goacher	Year 3 of 3
Mr Iain Taylor	Year 2 of 3
Mrs Christine Bolton	Year 1 of 3
Mr Roger Brockway	Year 1 of 3
Mrs Becky Hughes	Year 1 of 3
Mr Ewan Curphey	Year 1 of 3

The Secretary to the PCC is Mrs Camilla Oram

INDEPENDENT EXAMINER

The PCC reappointed Mr Jim Jewell to act as Independent Examiner at the Annual Parochial Church Meeting held on 7 April 2019. We are very grateful to Mr Jewell for undertaking this work. Approved by the PCC on 18 March 2020 and signed on its behalf by:

The Rev Gregory D Cushing
PCC Chairman



Iain Taylor
Treasurer



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31 December 2020.

Respective responsibilities of the Trustees and the Examiner

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

- (a) examine the accounts under section 145 of the 2011 Act;
- (b) follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- (c) state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

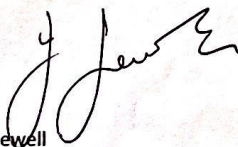
My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes the consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; or
 - (b) to prepare accounts which accord with these accounting records 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.


Jim Jewell
Trehenny
Spy Lane,
Loxwood

Date 7th March 2020

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	2019
	£	£	£	£	£
Income and endowments from: (Note 2)					
Donations and legacies	116,293	2,425	—	118,718	114,989
Income from charitable activities	2,484	—	—	2,484	2,189
Other trading activities	6,161	—	—	6,161	8,723
Investments	1,256	6,689	2,429	10,374	19,689
Total income	126,194	9,114	2,429	137,737	145,590
Expenditure on: (Note 3)					
Expenditure on charitable activities	111,027	12,916	—	123,943	118,438
Total expenditure	111,027	12,916	—	123,943	118,438
Net income / (expenditure) resources before transfer	15,167	(3,802)	2,429	13,794	27,152
Other recognised gains / losses	—	—	—	—	—
Net movement in funds	15,167	(3,802)	2,429	13,794	27,152
Total funds brought forward	73,129	59,750	35,309	168,188	141,036
Total funds carried forward	£88,296	£55,948	£37,738	£181,982	£168,188
Represented by:					
Unrestricted					
General fund	88,296	—	—	88,296	73,129
Restricted					
Bell Fund - Alfold	—	1,359	—	1,359	1,359
Fabric Fund - Alfold	—	4,059	—	4,059	3,510
Fabric Fund - Loxwood	—	47,588	—	47,588	47,613
Hardship Fund	—	1,675	—	1,675	—
Music and Organ Fund	—	263	—	263	504
Special Groups Fund - Youth Fund	—	1,004	—	1,004	6,764
	—	55,948	—	55,948	59,750
Endowment					
Endowment Trusts	—	—	37,738	37,738	35,309
Total funds carried forward	£88,296	£55,948	£37,738	£181,982	£168,188

The attached notes on pages 15 to 21 form part of these accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

Annual Report and Financial Statements

for the year ended 31 December 2020

BALANCE SHEET as at 31 December 2020

	2020 £	2019 £
Fixed assets		
Tangible assets (Note 5)	5,838	7,784
Investments (Note 9)	113,237	106,058
	<u>119,075</u>	<u>113,842</u>
Current assets		
Stocks and work in progress	477	494
Debtors	2,966	5,246
Short-term deposits and cash at bank (Note 10)	74,513	63,282
	<u>77,956</u>	<u>69,022</u>
Liabilities		
Creditors: Amounts falling due in one year	15,049	14,676
	<u>15,049</u>	<u>14,676</u>
Net current assets	<u>62,907</u>	<u>54,346</u>
Total assets less current liabilities	<u>181,982</u>	<u>168,188</u>
Total assets less liabilities	<u>£181,982</u>	<u>£168,188</u>
Represented by		
Unrestricted		
General fund	88,296	73,129
Restricted (Note 7)		
Bell Fund - Alfold	1,359	1,359
Endowment Trusts Accumulated Income Fund	—	—
Fabric Fund - Alfold	4,059	3,510
Fabric Fund - Loxwood	47,588	47,613
Hardship Fund	1,675	—
Music and Organ Fund	263	504
Special Groups Fund - Youth Fund	1,004	6,764
	<u>55,948</u>	<u>59,750</u>
Endowment (Note 7)		
Endowment Trusts	37,738	35,309
Funds of the church	<u>£181,982</u>	<u>£168,188</u>

The attached notes on pages 15 to 21 form part of these accounts.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

NOTES TO THE FINANCIAL STATEMENTS - 31 DECEMBER 2019

1 Accounting policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Accounting Practice and Reporting by Charities (SORP 2015).

On 1 September 2015 under a Pastoral Scheme made by the Church Commissioners, the two parishes of St Nicholas, Alfold and St John the Baptist, Loxwood were unified to form the parish of Alfold and Loxwood. At that date, the new PCC of the unified parish took over the assets and liabilities for which the separate Alfold and Loxwood PCCs were responsible.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible at law.

Funds

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used as restricted income funds.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

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

Incoming resources

Planned Giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

Note 1 (continued)

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s 10(2) (a) and (c) of the Charities Act 2011.

Various items of movable church furnishings are vested in the churchwardens for the use and benefit of the parishioners and cannot be disposed of without a faculty. These assets are regarded as "inalienable" property held on special trust on behalf of the PCC and are not accounted for in these accounts. Expenditure to renew, improve or add to them is written off as an expense in the financial year in which it occurs.

The organ in the Loxwood church is being depreciated on a straight-line basis over 10 years. Printing and electronic equipment is depreciated over 5 years on a straight-line basis.

Investments are valued at market value at the balance sheet date.

2 Analysis of income

Donations and legacies

	Total				
	Unrestricted	Restricted	Endowment	This year	2019
	£	£	£	£	£
Gift Aid - Planned Giving	9,864	—	—	9,864	10,638
Gift Aid - Parish Giving Scheme	35,799	—	—	35,799	34,814
Gift Aid - Other Giving	21,828	1,140	—	22,968	17,303
Non Gift Aid - Planned Giving	11,857	—	—	11,857	12,402
Loose plate collections	2,233	—	—	2,233	3,568
Giving through church boxes	19	—	—	19	105
Donations	12,632	1,000	—	13,632	15,695
Tax recoverable on Gift Aid	17,101	285	—	17,386	15,456
Recurring grants	4,960	—	—	4,960	5,008
Total	116,293	2,425	—	118,718	114,989

Income from charitable activities

	Total				
	Unrestricted	Restricted	Endowment	This year	2019
Fees for weddings and funerals	2,454	—	—	2,454	2,103
Youth Activities	—	—	—	—	86
Book Sales	30	—	—	30	—
Total	2,484	—	—	2,484	2,189

Other trading activities

	Total				
	Unrestricted	Restricted	Endowment	This year	2019
Bazaars and fetes etc.	—	—	—	—	1,500
Church hall lettings - fund raising	137	—	—	137	229
Magazine income - advertising	3,650	—	—	3,650	3,781
Parish magazine sales	1,075	—	—	1,075	1,688
Printing and Copying income	1,299	—	—	1,299	1,525
Total	6,161	—	—	6,161	8,723

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

Annual Report and Financial Statements

for the year ended 31 December 2020

Investments

				Total	
	Unrestricted	Restricted	Endowment	This year	2019
Dividends	—	3,192	—	3,192	3,105
Bank and building society interest	—	3	—	3	12
Revaluation gains on investment assets	1,256	3,494	2,429	7,179	16,572
Total	1,256	6,689	2,429	10,374	19,689

INCOME TOTAL	£126,194	£9,114	£2,429	£137,737	£145,590
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3 Analysis of expenditure

Raising funds

				Total	
	Unrestricted	Restricted	Endowment	This year	2019
	£	£	£	£	£
Costs of fetes & other events	—	—	—	—	—
Total	—	—	—	—	—

Expenditure on charitable activities

				Total	
	Unrestricted	Restricted	Endowment	This year	2019
Giving to missionary societies	12,619	—	—	12,619	11,800
Hardship Fund Donations	—	750	—	750	—
Home Mission	30	—	—	30	185
Diocesan parish share	69,899	—	—	69,899	70,500
Salaries of parish staff	5,524	5,540	—	11,064	10,490
Working expenses of incumbent	196	316	—	512	908
Rectory expenses	710	—	—	710	448
Parish training and mission	149	—	—	149	562
Insurance	2,900	—	—	2,900	3,400
Church office - expenses	731	—	—	731	703
Youth Activities	—	220	—	220	962
Organ/Piano Tuning	—	241	—	241	468
Church maintenance - minor repairs	1,073	—	—	1,073	1,079
Church maintenance - Major works - Alfold	6,440	—	—	6,440	126
Church maintenance - Major works - Loxwood	—	3,358	—	3,358	1,316
Upkeep of services	345	1,750	—	2,095	2,325
Upkeep of churchyards & Garden of Remembrance	3,809	741	—	4,550	5,114
Utilities	3,839	—	—	3,839	3,788
Magazine Expenses	39	—	—	39	38
Printing, Stationary and Computer costs	1,048	—	—	1,048	1,940
Cost of books sold	29	—	—	29	27
Other expenditure	1,647	—	—	1,647	2,259
Total	111,027	12,916	—	123,943	118,438

EXPENDITURE TOTAL	£111,027	£12,916	—	£123,943	£118,438
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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

**Annual Report and Financial Statements
for the year ended 31 December 2020**

4 Major works

	2020	2019
	£	£
Loxwood Church Doors	-	1,190
Loxwood Church Building Repairs	849	126
Loxwood Church Boiler House Repairs	1,301	-
Loxwood Church Heaters and Floodlights	1,207	-
Alfold Church Building Repairs	400	126
Alfold Church Room Repairs	1,219	-
Alfold Church Room Damp Repairs	4,822	-
Total	<u>£9,798</u>	<u>£1,442</u>

5 Tangible fixed assets
(Organ restricted, other assets unrestricted)

	Loxwood organ	Church equipment	Parish office equipment	Total
	£	£	£	£
Cost				
At 1 January 2020	17,625	12,874	3,962	34,461
Additions	-	-	-	-
31 December 2020	<u>17,625</u>	<u>12,874</u>	<u>3,962</u>	<u>34,461</u>
Depreciation				
At 1 January 2020	17,625	5,090	3,962	26,677
Charge for the year	-	1,946	-	1,946
At 31 December 2020	<u>17,625</u>	<u>7,036</u>	<u>3,962</u>	<u>28,623</u>
Net book value at 31 December 2020	<u>NIL</u>	<u>£5,838</u>	<u>NIL</u>	<u>£5,838</u>
Net book value at 31 December 2019	<u>NIL</u>	<u>£7,784</u>	<u>NIL</u>	<u>£7,784</u>

Church equipment comprises computer equipment and the projector system at Loxwood Church this year the addition is a laptop for the incumbent. The PCC owns the Alfold Church Office building for which the Diocese acts as Custodian Trustee. The building was gifted by Edith Cammell in 1929 and has an estimated value of £200,000 to £250,000.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

Annual Report and Financial Statements

for the year ended 31 December 2020

6 Mission giving and donations

	2020	2019
	Total	Total
	£	£
The Zambia Society	3,155	2,950
Paul Mansaray Theophany School of The Gambia	3,155	2,950
CAP	3,155	2,950
The Manlowes in Belgium	1,577	1,475
Prison Fellowship UK	1,577	1,475
Total	<u>£12,619</u>	<u>£11,800</u>

7 Restricted and endowment funds

The Fabric Funds represent accumulated donations and appeals for fabric maintenance and improvements and can only be spent for that purpose in the respective churches.

The Music and Organ Fund represents accumulated donations and appeals for the organ and music in the Church.

The Special Groups Fund represents accumulated donations and is restricted for expenditure on children's groups and Alpha Courses.

The Alfold church Bell Fund accumulated donations and is restricted for expenditure on the maintenance of the church bells there.

Endowment Fund investments are held in trust the income from which is only to be spent on prescribed purposes:

CBF Church of England Investment Fund

596 units in a Loxwood Churchyard Trust

435 units in G Whitmore Gift for beneficial purposes in the Loxwood parish

811 units in A Cardale Trust for beneficial purposes in the Loxwood parish

These investments give rise to the Endowment Trust income which is shown in the Accumulated income fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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Annual Report and Financial Statements

for the year ended 31 December 2020

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

	Opening Balance	Incoming resources	Resources expended	Investment revaluation Gains	Closing balance
	£	£	£	£	£
Fabric fund – Alfold church	3,510	549	-	-	4,059
Fabric fund – Loxwood church	47,613	1,589	5,108	3,494	47,588
Special groups fund	6,764	-	5,760	-	1,004
Music and organ fund	504	-	241	-	263
Bell fund – Alfold church	1,359	-	-	-	1,359
Hardship Fund	-	2,425	750	-	1,675
Endowment Trusts					
Accumulated income fund	-	1,057	1,057	-	-
Total restricted funds	59,750	5,620	12,916	3,494	55,948
Endowment trusts	35,309	-	-	2,429	37,738
	<u>£95,059</u>	<u>£5,620</u>	<u>£12,916</u>	<u>£5,923</u>	<u>£93,686</u>

8 Analysis of net assets by fund

	Unrestricted funds	Restricted funds	Endowment fund	Total 2020
	£	£	£	£
Tangible fixed assets	588	5250	-	5,838
Investment fixed assets	19,523	55,976	37,738	113,237
Current assets	82,948	(4,992)	-	77,956
Current liabilities	(14,763)	(286)	-	(15,049)
Totals	<u>£88,296</u>	<u>£55,948</u>	<u>£37,738</u>	<u>£181,982</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ALFOLD AND LOXWOOD**

Annual Report and Financial Statements

for the year ended 31 December 2020

9 Investments
(mainly restricted or endowment)

The investments comprise:

		Market value	
		2020	2019
	Units	£	£
CBF Church of England Investment Fund	4,289.73	87,885	82,230
COIF Charities Investment Fund	1,407.54	<u>25,352</u>	<u>23,828</u>
Totals		<u>£113,237</u>	<u>£106,058</u>
Of which:			
Restricted		55,976	52,482
Endowment		<u>37,738</u>	<u>35,309</u>
Totals		<u>£93,714</u>	<u>£87,791</u>

10 Short-term deposits and cash at bank

The deposits comprise:

		2020	2019
		£	£
Bank Current accounts		71,958	62,371
Kingdom Bank account		1,640	-
CBF Church of England deposit		806	802
Bank deposit account		<u>109</u>	<u>109</u>
Totals		<u>£74,513</u>	<u>£63,282</u>
Of which:			
Restricted		(4,992)	935
Unrestricted		<u>79,505</u>	<u>62,347</u>
Totals		<u>£74,513</u>	<u>£63,282</u>

11 Trusts

The Guildford Diocese holds shares in trust for the Loxwood parish, administered by the Smallpeice Bequest, from which the PCC benefited this year. The PCC has no direct authority over this bequest.

Safeguarding Report

In September 2020, Jane Johnson stepped down as the Parish Safeguarding Officer after many years of faithful service. We are very grateful for her hard work and attention to detail. She has handed over her role as PSO and DBS validator to Ruth Allan.

As a parish we fully understand that everyone is responsible for ensuring that all children, young people and vulnerable adults are safe in Church and at all our activities. However as charity trustees, all PCC members, along with the Incumbent, are corporately legally accountable for ensuring good safeguarding practice in the parish and for making Safeguarding a governance priority. Our PCC must maintain the appointment of a Safeguarding Officer who works with the Diocese to give guidance as to how to achieve the highest possible standards of Safeguarding. The PCC review and adopt annually the Church of England Safeguarding Policy 'Promoting a Safer Church' and the Policy Statement is displayed in both Churches. Any Safeguarding incident must be reported to the Diocesan Safeguarding Advisor who would then also inform the Charities Commission.

The Safeguarding Policy and other information about Safeguarding can be found at

www.cofeguildford.org.uk/safeguarding

Effective training plays an important part in supporting PCC members to discharge their responsibilities and only the Safeguarding Basic awareness C0 is now mandatory for all PCC Members. All new members have completed the required training. New Training Guidance was published in January 2021 and, in addition to the Incumbent and LLM, Church Wardens, Pastoral Team and Youth Leaders are now expected to attend Training Courses in Leadership and Safer Recruitment. Domestic Abuse. Training in Domestic Abuse is required for the Incumbent, LLM, Youth Leaders, Pastoral team and the PSO. Due to Covid-19 several courses have been offered online with limited availability so some training needs remain outstanding. Training is ongoing and must be refreshed every 3 years. Regarding DBS clearance, there are at present 18 Church Officers and Parishioners who have DBS clearance, renewed every 5 years. The database, has been updated so that with the help of the Parish Administrator we are able to keep all training records and DBS clearance up to date.

The Risk Assessments for all PCC approved activities are reviewed annually by the Group Leaders and amended if necessary, before being reviewed and approved by the PCC. New activities are assessed before they begin so this is an ongoing procedure. This past year has posed the challenge of Covid-19 and risk assessments for both out door services and online Zoom activity for Fearless have reflected appropriate safeguarding measures. In order to

comply with Safer Recruitment requirements, Role Descriptions for new employees and volunteers have been completed.

We successfully completed the Parish Safeguarding Self Audit in October 2020 and was submitted to the Diocese. This highlighted further training needs which are now well underway.

We are pleased that we have not had any reported Safeguarding incidents this year. If you do have any concerns please contact:

Rev'd Greg Cushing 07746721504
gregory_cushing@hotmail.com

Safeguarding Officer
Ruth Allan 07968138089
rutheallan@me.com

Diocesan Safeguarding Advisor
Jackie Broadfoot 07544566850
jackie.broadfoot@cofeguildford.org.uk

Ruth Allan

The Parish Office and Parish Magazine Report 2020

2020 has certainly been a different year. The March 2020 magazine was the last fully printed edition. From April, an online version was produced together with 40 hard copies for those with no internet or for those who specifically requested a delivered copy. We continued printing the magazine for our neighbour, Kirdford with Plaistow, as they found that an online edition did not work for them.

Kirdford and Plaistow have now formed a Joint Benefice with Wisborough Green and have informed us that they will no longer require us to print their magazine after March 2021.

The account for the year 2020 shows a small profit of £1106. Income was down £530 on 2019 mainly due to the inability to collect all the annual subscriptions. There was also a small reduction in advertising revenue. Alfold PC made their belated grant of £300 from 2019. Expenditure was down by £911.

£4000 was transferred to the PCC account at the end of 2020.

In recognition of the difficulties encountered by our advertisers over this past year, a 25% discount was offered for 2021. The majority of them are continuing to advertise. In view of the continued problems with collecting subscriptions, we have invited voluntary donations in 2021.

We thank Alfold and Loxwood Parish Councils for their continuing grants and Jim Jewell for examining the accounts. We are also most grateful to everyone involved in producing and distributing the magazine.

Alfold & Loxwood Magazine: 2020 Accounts summary

Income from:	Magazine sales	1075	
	Advertisements	3650	
	Parish grants	900	
	Other printing etc.	1299	
			<u>£6924</u>
Expenditure	Printing & copying supplies	302	
	Printer contracts	466	
	Office costs	138	
	Computer Equipment, toner etc.	280	
	Telephone	590	
	Advertising costs	39	
	Transfer to PCC	4000	
	Misc. Costs	3	
			<u>£5818</u>
Overall result	Profit		<u>£1106</u>

Hugh Beadle