

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF NORK WITH BURGH HEATH

England & Wales - Charity number 1180563

Details

Other names THE PARISH OF NORK WITH BURGH HEATH

Status Registered

Legal form Other

Registered 2018-11-05

Register [View on the Charity Commission register](#)

Contact

Address St. Pauls Church Nork
Warren Road
Banstead
Surrey
SM7 1LG

Phone 07930397308

Email operations@norkwithburghheath.com

Website www.norkwithburghheath.com

Activities

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

Activities: REGULAR PUBLIC WORSHIP. PROVIDE SACRED SPACE FOR PRAYER. PASTORAL WORK. TEACH CHRISTIANITY THROUGH SERMONS, COURSES & SMALL GROUPS. PROMOTE CHRISTIANITY THROUGH EVENTS & DISTRIBUTION OF LITERATURE. PROMOTE WHOLE MISSION OF CHURCH THROUGH ACTIVITIES FOR SENIOR CITIZENS, PARENTS & TODDLERS & OTHER SPECIAL NEED GROUPS

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** Children/young People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£161,240	£192,651	-	-
2024-12-31	£168,002	£208,799	-	-
2023-12-31	£154,676	£205,265	-	-
2022-12-31	£163,654	£184,569	-	-
2021-12-31	£155,897	£197,621	-	-

Trustees

Name	Role	Appointed
Andrew Shaw		2026-04-27
CHRISTOPHER ALAN MOORE		2018-07-09
Dr Karen Louise Davies		2025-05-14
GEORGE FRANCIS JAMES DREWITT		2018-07-09
JAMES NEILL GOWLLAND OAKLEY		2018-07-09
Judith Sarah Parnall		2025-05-14
Karen Phyllis Quin		2025-05-14
MORNA YOUNG MOORE		2018-07-09
Ruth Mary Eardley		2025-05-14
Susan Linda Wharton		2022-04-25
THERESA MARY ALLEN		2018-07-09
TOMOS LEWIS LLEWELFRYN DAVIES		2018-07-09

Accounts



The Parish of Nork with Burgh Heath

Trustees' Annual Report & Financial Statements

For the year ended 31st December 2025

Registered UK Charity No 1180563



The Parish of Nork with Burgh Heath

Charity No 1180563

Trustees' Annual Report & Financial Statements For the year ended 31st December 2025

REFERENCE AND ADMINISTRATIVE DETAILS

Full Name of PCC: The Parochial Church Council of the Ecclesiastical Parish of Nork with Burgh Heath (*operational name: The Parish of Nork with Burgh Heath*)

Registered Charity number 1180563

Governing Document

The charity is controlled by its governing document, a constitution, and constitutes a charitable incorporated organisation, a charity registered as a body corporate under part 11 of the Charities Act 2011.

Principal address

Parish Office
St Paul's Church
Warren Road
Banstead
Surrey
SM7 1LG

Trustees

Alex Stevens (Vicar) (to May 2025)
George Drewitt (Churchwarden) *ex officio*
Sue Wharton (Churchwarden) *ex officio*
Theresa Allen (from April 2024)
Karen Davies (Safeguarding Officer) (from May 2025)
Tomos Davies (Treasurer) (from May 2025)
Ruth Eardley (from May 2025)
Morna Moore (from May 2025)
Christopher Moore (from May 2022)
Neill Oakley *ex officio*
David Packham (Curate) (to July 2025)
Judy Parnall (from May 2025)
Karen Quin (from May 2025)
Michael Stevens (until May 2025)

Bankers: Barclays Bank plc of 82 /84 High Street, Epsom, KT19 8BH

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The PCC was registered with the charity commission on 5th November 2018, under charity number 1180563.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

The PCC is made up of elected members. Elected members are elected by the Annual Parochial Church Meeting, and serve for a term of three years. Elected members are eligible for re-election, but may only serve for a maximum of two terms in succession.

Other church members may be co-opted to the PCC primarily to cover particular areas of expertise that are deemed necessary for the functioning of the PCC eg Finance, Premises.

PCC members are provided with guidance on the role of trustees. In addition, PCC Members receive a document detailing their responsibilities as members of the PCC and receive ongoing guidance as necessary.

The frequency of PCC meetings is currently nine times a year where the PCC oversees the strategic direction of the Parish and approves policy and budgets.

The Standing Committee meets at monthly intervals to deal with strategic matters.

Names of all the members of the PCC who have served in the period from 1st January to the date of this report are as follows:

Clergy: Alex Stevens (Vicar) to May 2025
 David Packham (Curate) to July 2025

Churchwardens: George Drewitt
 Sue Wharton

Deanery Synod Members: Alex Stevens (Vicar) to May 2025
 David Packham (Curate) to July 2025
 Neill Oakley

PCC Members: Alex Stevens (Vicar) (to May 2025)
George Drewitt (Churchwarden) *ex officio*
Sue Wharton (Churchwarden) *ex officio*
Theresa Allen (from May 2024)
Michelle Cahill (Secretary) *co-opted*
Karen Davies (Safeguarding Officer) (from May 2025)
Tomos Davies (Treasurer) (from May 2025)
Ruth Eardley (from May 2025)
Morna Moore (from May 2025)
Christopher Moore (from May 2022)
Neill Oakley *ex officio*
David Packham (Curate) (to July 2025)
Judy Parnall (from May 2025)
Karen Quin (from May 2025)
Michael Stevens (until May 2025)

Risk Management

The PCC reports that it has given consideration to the risks faced by the churches. The major risks that the churches are exposed to relate to people, including safeguarding of children and vulnerable adults.

The PCC has formal controls in place, working with the Diocese of Guildford, to manage these risks. Other main risks relate to financial matters, compliance with legal and statutory requirements and the activities of the parish.

The PCC has policies and procedures in place to manage all these risks.

FINANCIAL REVIEW

Financial position

The parish was formed on 1st July 2018 from the Parish of St Paul's Nork and part of the Parish of St Paul's Howell Hill with St Mary's Burgh Heath.

The parish of Nork with Burgh Heath has a stable financial position, underpinned by consistent giving and careful stewardship of resources. Over the past decade, both income and expenditure have fluctuated, with peaks around 2019–2020 reflecting a period of higher giving and planned investment. In recent years, income and expenditure have broadly balanced at around £200,000 annually, demonstrating prudent financial management.

Planned giving, supplemented by Gift Aid and collections at services, remains the primary source of income, alongside additional contributions from fundraising, trading, and PCC fees. Expenditure is mainly directed towards Parish Share, church running costs, and mission giving, with occasional capital expenditure and investment in special projects.

The parish is committed to responsible and transparent stewardship of its finances. All transactions are recorded using the Xero accounting system, ensuring accuracy and clarity. Each month, the PCC reviews detailed management accounts alongside up-to-date reports against budgeted figures, enabling effective oversight and careful financial planning.

Income & Expenditure

Income for the year was £161,239.97 and expenditure £192,650.53, producing an overall deficit of £31,410.56 (2024 £41,849 / 2023, £49,979).

During the year £4,406.74 has been given to our parish mission partners. The PCC agreed at the start of 2022 that for the three years of having David Packham as our Curate, the 10% of missional giving in the parish would be split between the mission partners (5%) and local mission in the parish (5%). In 2026, the PCC have agreed that payments to our Mission Partners will be kept at 5% for the next twelve-month period, with a review after six months.

Reserves policy

Day to day running costs of the parish are generally met from current income (donations), and therefore the PCC does not hold significant free reserves. The current PCC policy is to hold free reserves of at least £50,000. The current reserves are £63,209.

Policy for key management personnel remuneration

The paid staff member is our Operations Manager, Michelle Cahill. Until May 2025 and July 2025 respectively, paid members included the Vicar, Revd Alex Stevens, the Curate, Revd David Packham, remunerated in accordance with the stipend rates in place for Church of England clergy and were paid directly by the Church Commissioners, administered by the Diocese of Guildford. The clergy stipend is covered by the parish share paid to the Diocese of Guildford.

ACHIEVEMENT AND PERFORMANCE

Charitable Activities & Parish Ministries

Mission Partners

During 2025, 5% of giving to the parish was divided between our mission partners, who are also supported by regular prayer and relationship with the church family.

1. BACSECT (the Baxter's African Children's School Educational Charitable Trust) (an international mission partner)
2. Bridges Nepal, tackling deprivation and trafficking in Nepal (an international mission partner)
3. Open Doors, supporting persecuted Christians across the world (an international mission partner)
4. Christians Against Poverty, supporting those struggling with finances across the UK (a national mission partner)
5. Street Pastors and in particular Sutton Street Pastors (a national and local mission partner)

In the coming year, we will retain two financially supported Mission Partners, one local and one overseas, namely BACSECT and CAP. We will continue to support our other partners in prayer and will review our Mission Partners every three years.

As the parish is committed to giving 10% of all giving to charitable purposes, 5% of giving in the year was put towards local mission in the parish, due to the privilege of having a curate for three years. In 2026, payments to our Mission Partners will be kept at 5% for the next twelve-month period, with a review after six months.

Sundays & Festivals in the Parish

We currently hold three Parish Communion services each month (four if there is a fifth Sunday). We also hold a Morning Worship service on the fourth Sunday, together with a BCP Communion for those who wish to attend communion. These services are central to our life together, offering space for worship, reflection, and community.

On the second and third Sundays, we place a special emphasis on including and engaging the younger members of our Church Family. The second Sunday features Jesus and Me (JAM) at St Paul's, and the third Sunday Messy Church at St Mary's. Both are lively, all-age services that brings Bible themes to life through storytelling, music, crafts, and interactive worship, giving families the opportunity to explore faith together in creative and accessible ways.

On the fourth Sunday of each month, during the communion service, children are invited to take part in our Trailblazers sessions — a time of stories, discussion, and crafts based on the readings of the day, designed to help our younger members grow in faith within a nurturing environment.

Trailblazers also takes place at our main festival services including Palm Sunday, Easter Sunday, Pentecost, and we run a variety of different all age events at Christmas, including a very popular Crib Service.

Prayer & Outreach

Prayer Meetings: Prayer is at the heart of our life together at Nork with Burgh Heath, and we are committed to deepening this vital part of our spiritual journey. On Sundays, our intercessions include regular prayers for our mission partners, alongside local, national, and global concerns. Throughout the week, prayer continues in a variety of ways. A small online prayer group meets every Monday, lifting up the sick, the needy, the parish, and the wider world.

Banstead Five: The Parish of Nork with Burgh Heath is a member of the Banstead Five, an ecumenical group promoting unity, cooperation, and better relationships among different Christian denominations. This year, we held a lent course across all denominations, which was extremely well received, as well as joint services/events at Advent, Easter, and Remembrance Sunday.

Charitable Campaigns: We actively support the Operation Christmas Child campaign, and in 2025 our parish sent over 100 filled boxes, generously contributed by individuals, families, and church groups. We also support Christian Aid Week by organising a collection and a very successful Plant & Cake Sale, now in its third year.

Carol Singing at Asda: On the second Sunday in December, we held our annual carols in the foyer area outside the local Asda superstore. This is an opportunity to share the joy of Christmas with shoppers, to hand out flyers for our Christmas services, and engage in fruitful conversations with members of the community.

Craft & Chat meets in the Vestry at St Mary's from 2-4 pm on the first, third, and fifth Wednesdays each month. It is an opportunity to share fellowship and creativity together. As well as making Easter cards for the elderly and sick, and hats for Christmas shoeboxes, the group has made blankets for overseas outreach.

Eco Church: We are committed to the Church of England's target of achieving net zero carbon emissions by 2030. A major milestone has been the replacement of the oil boiler at St Paul's with efficient electric infrared heating, and we plan to convert the heating systems in our other buildings in due course. We've developed a Net Zero Plan to guide our progress, and continue to reflect, pray, and act together.

Foodbank: Our parish actively supports the Epsom & Ewell Foodbank, part of the Trussell Trust network—a vital ministry offering emergency food and support to those facing hardship. We maintain Foodbank collection points at both St Paul's and St Mary's, with a dedicated monthly collection at St Paul's that is consistently and generously supported by both church members and the wider community.

Nursing Homes: Our parish is blessed to serve a number of residential homes that care for the elderly, individuals with learning disabilities, and those living with dementia or physical challenges. Each service includes a short, thoughtful reflection tailored to the residents. At Christmas, we celebrate with a special Carol Service, featuring well-loved carols that residents can sing along with and enjoy.

Parish Walking Group: This group offers a wonderful opportunity for fellowship, exercise, and appreciation of the natural world. The group meets monthly on the third Saturday (excluding August and December) and each walk is led by a member of the group. Walks are typically around four miles, starting at 10.30am from locations within a 45-minute drive of the parish.

Pool Club: The Pool Club meets every other Thursday at 11am to play pool, have coffee and generally share fellowship together. This currently has eight regular members, including two who are not members of the church family, and provides a place for recreation, friendship, and to tackle isolation.

Refresh@10 is our monthly coffee morning, held on the last Saturday of the month at St Mary's from 10am to 12 noon. It is a relaxed and friendly gathering, offering a warm welcome to everyone from the church and the wider community, whatever their age or background. It's a space where new friendships are made, and existing ones are strengthened.

Small Groups play a vital role in the life of our church, offering opportunities for fellowship, prayerful support, and spiritual growth. Meeting both during the day and in the evenings to accommodate different schedules, these groups are led by members of the church family.

Toddler Group: Our Parish Toddler Group, 'Little Roots' runs on Tuesday and Wednesday mornings every week in term time, from 9-11 am and is very well attended by members of the community. We hope to build on its success by maximising ministry opportunities in the coming years.

FUTURE PLANS

The Parish is currently in vacancy (since May 2025) and the PCC are actively seeking a suitable candidate to become our Vicar and to lead us in our vision to Unite – Consolidate – Grow, a vision which is a prayerful response to where we believe God is leading us. Whilst in our vacancy, we have worked intentionally to build relationships across our churches, and today we celebrate a growing spirit of unity, collaboration, and shared purpose. We are committed to deepening discipleship, strengthening our ministries, and making the good news of Jesus Christ known in our community.

Responsibilities of the PCC

The PCC is responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the church and of the incoming resources and application of resources of the church for that period. In preparing these financial statements, the PCC is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going-concern basis unless it is inappropriate to presume that the church will continue in business.

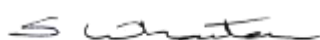
The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that the financial statements comply with the Charities Act 2011, the Church Accounting Regulations 2006 and the Accounting by Charities Statement of Recommended Practice. The PCC is also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examination of the Accounts

A resolution to appoint an Independent Examiner will be put to the forthcoming Annual Parochial Church Meeting.

14th April 2026

Approved by order of the board of trustees on and signed on its behalf by:



S L Wharton - Chair of the Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF ST PAUL'S NORK WITH ST MARY'S BURGH HEATH

I report on the financial statements of the PCC for the year ended 31st December 2025.

Respective responsibilities

The PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The Act) and that an independent examination is needed.

It is my responsibility

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

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records and a comparison of the accounts with those records and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no 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 S130 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.



Hristiyana Damyanova
16 Chapelfield Way
Maidstone
ME16 9FU

Profit and Loss

The Parish of Nork with Burgh Heath For the year ended 31 December 2025

2025

Income

Giving & Donations	96,426.70
Hall & Property Rentals	29,491.00
Parochial Fees	1,145.00
Gift Aid Reclaimable	22,183.13
Other Trading Income	9,008.18
Total Income	158,254.01

Expenditure

Insurances	8,697.12
Accountancy Fees	1,078.40
Bank Charges	124.25
Parish Share	102,165.12
Utilities Other	5,040.02
Utilities Church	7,783.94
Staff Costs	31,871.06
Total Expenditure	156,759.91

Gross Profit

1,494.10

Administrative Costs

19 Ballards Green	3,488.08
Worship & Outreach	7,764.62
General Maintenance, Cleaning, Catering	11,964.61
Operational Costs	11,224.61
Training & Development	360.00
Travel	1,088.70
Total Administrative Costs	35,890.62

Operating Profit

(34,396.52)

Other Income

Grant Income Received St Paul's Heating	2,985.96
Total Other Income	2,985.96

Profit on Ordinary Activities Before Taxation

(31,410.56)

Profit after Taxation

(31,410.56)

Balance Sheet

The Parish of Nork with Burgh Heath As at 31 December 2025

	31 DEC 2025	31 DEC 2024
Assets		
Bank		
Main Current Account	18,897.33	16,039.74
Nork Halls Community A/C	1,841.88	765.67
Ode Prepayment Card	234.86	-
Short Term Deposit	866.37	557.59
Total Bank	21,840.44	17,363.00
Current Assets		
Accounts Receivable	4,267.30	1,846.00
David Leaving	(353.82)	-
Fixed Term Deposits Made	40,000.00	80,000.00
Hall Hire Deposits - Refundable	(1,745.00)	(1,240.00)
HMRC Debtor-Gift Aid	18,251.05	15,421.15
Petty Cash	97.13	97.13
Prepayments	4,028.31	3,600.75
Total Current Assets	64,544.97	99,725.03
Fixed Assets		
Land & Buildings - Cost	411,720.00	411,720.00
Less Accumulated Depreciation on Office Equipment	(962.40)	(962.40)
Office Equipment	962.40	962.40
PA Sound System	7,625.38	7,625.38
PA Sound system Depreciation	(7,625.38)	(7,625.38)
Total Fixed Assets	411,720.00	411,720.00
Total Assets	498,105.41	528,808.03
Liabilities		
Current Liabilities		
Accounts Payable	4,753.39	4,879.04
Accruals	9,427.13	7,267.75
Clearing for Ode Card	(4.99)	-
Income in Advance	200.00	200.00
PAYE Payable	929.85	453.29
Pensions Payable	156.10	1,953.64
Rounding	(37.52)	(37.70)
Wages Payable - Payroll	(0.40)	(0.40)
Total Current Liabilities	15,423.56	14,715.62
Total Liabilities	15,423.56	14,715.62
Net Assets	482,681.85	514,092.41
Equity		

Balance Sheet

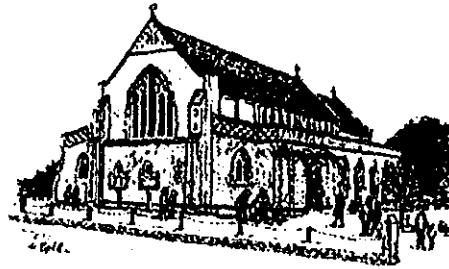
	31 DEC 2025	31 DEC 2024
Current Year Earnings	(31,410.56)	(47,353.13)
Restricted Funds	2,686.00	2,686.00
Retained Earnings	511,406.41	558,759.54
Total Equity	482,681.85	514,092.41

Cash Summary

The Parish of Nork with Burgh Heath
For the year ended 31 December 2025

	2025	YEARLY AVERAGE (YTD)	VARIANCE
Income			
Income	158,818.67	166,913.18	-4.85% ↓
Total Income	158,818.67	166,913.18	-4.85%
Expenses			
Less Expenses	154,341.23	178,461.30	-13.52%
Total Expenses	154,341.23	178,461.30	-13.52%
Surplus (Deficit)	4,477.44	(11,548.12)	138.77%
Net Cash Movement	4,477.44	(11,548.12)	138.77%
Summary			
Opening Balance	17,363.00	28,911.12	-39.94%
Plus Net Cash Movement	4,477.44	(11,548.12)	138.77% ↑
Cash Balance	21,840.44	17,363.00	25.79%

Accounts



**The Parish of Nork
with Burgh Heath**

**Trustees' Report
and**

Financial Statements

for the year

1st January to 31st December 2024

Trustees' Report and Financial Statements Index

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- 3. Independent Examiner's Report**
- 4. Statement of Financial Activities**
- 5. Balance Sheet**
- 6. Statement of Cash Flows**
- 7. Notes to the Financial Statements**

Trustees' Report for the year ended 31st December 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Full Name of PCC: The Parochial Church Council of the Ecclesiastical Parish of Nork with Burgh Heath
(*Working name: The Parish of Nork with Burgh Heath*)

Registered Charity number 1180563

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Neill Oakley (ex officio)
Morna Moore (ex officio) (from April 2024)
Andrew Shaw (ex officio) (until April 2024)
Theresa Allen (from April 2024)
Christopher Moore
David Packham (Curate)
Judy Parnall (until April 2024)
Michael Stevens (from April 2024)

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The PCC is made up of elected members. Elected members are elected by the Annual Parochial Church Meeting, and serve for a term of 3 years. Elected members are eligible for re-election, but may only serve for a maximum of 2 terms in succession. Other church members may be co-opted to the PCC primarily to cover particular areas of expertise that are deemed

necessary for the functioning of the PCC e.g. Finance, Premises.

PCC members are provided with guidance on the role of trustees. In addition, PCC Members receive a document detailing their responsibilities as members of the PCC and receive ongoing guidance as necessary. The frequency of PCC meetings is currently 9 times a year where the PCC oversees the strategic direction of the Parish and approves policy and budgets. The Standing Committee meets at intervals as required between PCC meetings to deal with administrative matters as they arise. The Wardens and the Vicar meet monthly.

Names of all the members of the PCC who have served in the period from 1 January 2024 to the date of this report are as follows:

Clergy: Alex Stevens (Vicar)
David Packham

Churchwardens: George Drewitt
Sue Wharton

Diocesan Synod Member: Alex Stevens (Vicar) (until May 2024)

Deanery Synod Members: Alex Stevens (Vicar)
David Packham
Neill Oakley
Andrew Shaw (until April 2024)
Morna Moore (from April 2024)
Tomos Davies (from April 2024)
Theresa Allen (until April 2024)

PCC Members: Alex Stevens (Vicar) (Chair)
George Drewitt (Church Warden) (ex officio)
Sue Wharton (Church Warden) (ex officio)
Tomos Davies (ex officio from April 2024) (Treasurer)
Neill Oakley (ex officio)
Morna Moore (ex officio) (from April 2024)
Andrew Shaw (ex officio) (until April 2024)
Theresa Allen (from April 2024)
Christopher Moore
David Packham (Curate)
Judy Parnall (until April 2024)
Michael Stevens (from April 2024)

Risk management

The PCC reports that it has given consideration to the risks faced by the churches. The major risks that the churches are exposed to relate to people, including safeguarding of children and vulnerable adults. The PCC has formal controls in place, working with the Diocese of Guildford, to manage these risks. Other main risks relate to financial matters, compliance with legal and statutory requirements and the activities of the parish. The PCC has policies and procedures in place to manage all these risks.

FINANCIAL REVIEW

Financial position

The parish was formed on 1 July 2018 from the Parish of St Paul's Nork and part of the Parish of St Paul's Howell Hill with St Mary's Burgh Heath. As a result, the new parish has been blessed with reserves inherited from each of its two constituent churches. The totality and make up of those reserves can be found in the detail of the accounts outlined in this report. The PCC's accounts comprise a number of funds - the General Fund and other specific funds relating to particular activities.

Funds

The General Fund produced an overall deficit for the year of £41,849.06 (2023, £49,979). During the year £4862 (2023 £4651.98) has been given to our 6 parish mission partners. The PCC agreed at the start of 2022 that for the 3 years of having David Packham as our Curate, the 10% of missional giving in the parish would be split between the mission partners (5%) and local mission in the parish (5%).

The Restricted Funds produced an overall deficit for the year of nil (2023 £nil). Income in the period, including tax refunds, amounted to £168,002.26 (2023 £154,676). The PCC allocates yearly a fund of £1000 to be spent as the Vicar's Discretionary fund, though this has been reduced to £600 for 2025.

The balance on the General Fund at the end of 2024 amounted to £108,928.40 (2023: £149,703).

Grants and Donations

Grants of nil (2023 £nil) were made to partners and other agencies.

Strategic Development

At the start of every year the PCC agrees a budget for the year ahead, deciding strategically how best to use the parish income. This is monitored in every PCC meeting.

Policy for key management personnel remuneration

The three paid staff members of the parish are the Vicar, Revd Alex Stevens, the Curate, Revd David Packham and the Operations Manager, Michelle Cahill. There are also two cleaners who are paid by the parish monthly.

Revd Alex Stevens took up her post on 10 April 2019. She is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. The vicar's stipend is covered by the parish share paid to the Diocese of Guildford.

Revd David Packham took up his post on 3rd July 2022. He is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. As this is a training role the curate's stipend is covered by the Diocese of Guildford.

Michelle Cahill took up her post on 6th April 2021. She is paid by the parish, including NI and pension contributions.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Parish Ministries

Mission Partners

During 2024, 5% of giving to the parish was shared out between 5 of our 6 mission partners, who are also supported by regular prayer and relationship with the church family.

1. The Baxter's African Children's School Educational Charitable Trust (an international mission partner)
2. Bridges Nepal, the projects which Yagya and Sally Singh work on (an international mission partner)
3. Open Doors, who support persecuted Christians across the world (an international mission partner)
4. Christians Against Poverty (a national mission partner - supporting those struggling with finances across the UK)
5. Street Pastors and in particular Sutton Street Pastors (a national and local mission partner)

Following a PCC review at the end of 2023, London City Mission continued as a mission partner for 2024, but for prayer only and the Baxter's African Children's School Educational Charitable Trust was given 2/6 of the mission giving from the parish for this year. With Bridges Nepal, Open Doors, Christians Against Poverty and Street pastors each receiving 1/6. This decision was due to particular needs for BACSECT at the time.

Our Parish Mission Policy states that mission partner & giving be reviewed every two years by PCC (hence the review at the end of 2023) and every four years by the whole church family. This means that our mission partners will be up for review at the end of 2025. However this may be postponed until the arrival of a new Vicar if the parish is still in vacancy at this time.

The remaining 5% (to make up 10% of giving received to the parish being spent on mission) was put towards local mission in the parish, due to the privilege of having a curate for 3 years.

Messy Church: has been running at St. Mary's since 2014, now in its ninth year of being part of the Sunday morning service.

Community Alive: the contemporary family service, runs once a month (on the 2nd Sunday) at St. Paul's, at 9 am

Forest Church: a fresh expression, runs once a month, except in the winter (on the fourth Sunday) in the St. Paul's 'Backlands' (behind the church hall), at 3pm.

Whole Parish Services: occur each month, on the fourth Sunday of the month, at 10 am, with some additional whole parish services for special occasions or seasons. Both churches pause their usual services for this week and enjoy being as one family all together.

Refresh@10: is a monthly Saturday coffee morning open to all. It seeks to support the local community and is well attended by them.

Little Roots: Our Parish Toddler Group, 'Little Roots' runs on Tuesday and Wednesday mornings every week in term time, from 9-11 am.

Craft Mornings: Are run approximately half-termly for children & families in the local area, where they can come and work on crafts and receive refreshments.

Prayer Meetings: We hold prayer meetings and prayer events regularly in both churches. There is a St. Mary's prayer group who meet on Monday mornings for pastoral prayer support of members of the church family.

Connect groups: Several connect groups meet in the parish, either weekly or fortnightly.

Courses: During 2024 we ran Christianity Explored and a Lent course in the parish.

Nursing Homes: Monthly services were run at Fir Tree House, Montclair and Banstead Manor Nursing homes and Alex and others visited for pastoral and other meetings at additional times. Bible studies series have also been run twice at Banstead Manor during 2024.

Schools: Links with the Warren Mead schools and Aberdour School have continued, Aberdour school children also attending St. Mary's for an Easter Experience morning. Alex continues to be one of the Governing Body members for both Warren Mead Infant and Junior schools.

Charities: Monthly food bank collections have been an important part of 2024, supporting the Epsom & Ewell food bank and the parish collected 102 boxes for Operation Christmas Child in November.

Banstead Five: The Parish of Nork with Burgh Heath is a member of the Banstead Five, a group of local churches seeking to serve the area of Banstead together. Since September 2023, Alex has been Chair of this group.

FUTURE PLANS

The PCC and the Standing Committee regularly review the activities and programmes in place throughout the parish to seek to ensure the stated aims and objectives are met.

Responsibilities of the PCC

The PCC is responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the church and of the incoming resources and application of resources of the church for that period. In preparing these financial statements, the PCC is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in business.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that the financial statements comply with the Charities Act 2011, the Church Accounting Regulations 2006 and the Accounting by Charities Statement of Recommended Practice. The PCC is also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examination of the Accounts

A resolution to appoint an Independent Examiner will be put to the forthcoming Annual Parochial Church Meeting.

Approved by order of the board of trustees on Alex Stevens and signed on its behalf by:

Rev A L Stevens - Chair of the Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF ST PAUL'S NORK WITH ST MARY'S BURGH HEATH

I report to the charity trustees on my examination of the accounts of The Parish of Nork with Burgh Heath (the Trust) for the year ended 31 December 2024.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Respective responsibilities

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with requirements of the Charities Act 2011 ('the Act')

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

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 and a comparison of the accounts with those records and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Hristiyana Damyanova

15 Chapelfield Way

Maldstone

ME16 9FU

H Damyanova

The Parish of Nork with Burgh Heath

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	TOTAL FUNDS 2024 £
Income and endowments				
<i>Donations</i>	2a	126,832.89		147,294.89
<i>Other trading Activities</i>	2b	30,606.52		10,144.52
<i>Investments</i>	2c	5,700.85		5,700.85
		<u>163,140.26</u>		<u>163,140.26</u>
<i>Charitable activities</i>		4,862.00		4,862.00
Total operating income		<u>168,002.26</u>		<u>168,002.26</u>
Expenditure				
<i>Charitable activities</i>		208,799.40	1,051.92	209,851.32
Total operating expenditure		<u>208,799.40</u>		<u>209,851.32</u>
Net Operating Profit/(Loss)		<u>(40,797.14)</u>	<u>(1,051.92)</u>	<u>(41,849.06)</u>
Funds brought forward at 1 January 2024		149,725.54	410,668.08	560,393.62
Funds carried forward at 31 December 2024		<u>108,928.40</u>	<u>410,668.08</u>	<u>519,596.48</u>

The Parish of Nork with Burgh Heath

2 INCOME FROM	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £
2a Donations			
<i>Income tax recoverable</i>	27,290.71	0	27,290.71
<i>Giving and donations</i>	104,404.18	0	104,404.18
<i>Property donations</i>	0.00	0	0.00
<i>Less Transferred to Charitable Activities *</i>	<u>(4,862.00)</u>	0	<u>(4,862.00)</u>
	126,832.89	0	126,832.89
2b Other trading activities			
<i>Hall and Property Rentals</i>	27,442.00		27,442.00
<i>Other trading income**</i>	2,484.52	0	2,484.52
<i>Fundraising</i>	680.00		680.00
	<u>30,606.52</u>		<u>30,606.52</u>
2c Investments			
<i>Bank Interest and other income</i>	5,700.85		5,700.85
2d Charitable activities			
<i>Add Transferred from Donations *</i>	4,862.00		4,862.00
	<u>4,862.00</u>		<u>4,862.00</u>
TOTAL INCOME	<u>168,002.26</u>		<u>168,002.26</u>

* This consists of 5% of regular giving to the Parish of Nork with Burgh Heath

** Toddler Income

The Parish of Nork with Burgh Heath

3 EXPENDITURE ON	Unrestricted	Restricted	TOTAL
	Funds	Funds	2024
	£	£	£
Ministry costs			
<i>Parish Share</i>	97,404.00		97,404.00
<i>Ministry/Workshop Costs</i>	1,010.34		1,010.34
<i>Travel and subsistence</i>	1,985.75		1,985.75
<i>Refreshments and events costs</i>	1,627.73		1,627.73
<i>Vicar's Discretionary Fund</i>		1,051.92	
	102,027.82	1,051.92	103,079.74
Church Running Costs			
<i>Rents</i>	0	0	0
<i>Heat, Light and Rates</i>	18,836.19		18,836.19
<i>Insurances</i>	8,329.18		8,329.18
<i>Cleaning and Servicing</i>	3,576.85		3,576.85
<i>Maintenance</i>	20,434.36		20,434.36
<i>Depreciation</i>	8,303.14		8,303.14
	51,176.58		51,176.58
Support Costs			
<i>Staff costs</i>	33,803.40		33,803.40
<i>Training</i>	615.30		615.30
<i>Travel</i>	1,998.25		1,998.25
<i>Other Costs</i>	644.70		644.70
<i>Office costs</i>	7,779.73		7,779.73
<i>Audit and Accountancy</i>	2,378.40		2,378.40
<i>Bank Charges</i>	71.68		71.98
	47,291.46		47,291.86
TOTAL EXPENDITURE	208,799.00		209,851.32

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued) For the year 1 January 2024 to 31 December 2024

4 RELATED PARTY TRANSACTIONS

The Guildford Diocesan Board of Finance Limited acts as custodian trustee in respect of the properties beneficially owned by the PCC (see note 5 for details).

During the year the PCC paid parish share to the Guildford Diocesan Board of Finance Limited amounting to £97,404.00

Balance Sheet

The Parish of Nork with Burgh Heath As at 31 December 2024

	31 DEC 2024	31 DEC 2023
Fixed Assets		
Tangible Assets		
Land & Buildings - Cost	411,720.00	411,720.00
Less Accumulated Depreciation on Office Equipment	(962.40)	(962.40)
Office Equipment	962.40	962.40
PA Sound System	7,495.46	7,625.38
PA Sound system Depreciation	(7,625.38)	(7,625.38)
Total Tangible Assets	411,590.08	411,720.00
Total Fixed Assets	411,590.08	411,720.00
Current Assets		
Cash at bank and in hand		
Main Current Account	21,673.73	3,340.32
Nork Halls Community A/C	765.67	2,457.11
Short Term Deposit	557.59	23,113.69
Total Cash at bank and in hand	22,996.99	28,911.12
Prepayments and accrued income		
Hall Hire Deposits - Refundable	(1,240.00)	(700.00)
Total Prepayments and accrued income	(1,240.00)	(700.00)
Accounts Receivable	1,846.00	627.00
Fixed Term Deposit	(40,000.00)	-
Fixed Term Deposits Made	120,000.00	120,000.00
HMRC Debtor-Gift Aid	15,421.15	5,482.40
Petty Cash	97.13	97.13
Prepayments	3,600.75	3,511.70
Total Current Assets	122,722.02	157,929.35
Creditors: amounts falling due within one year		
Accounts Payable	4,879.04	4,703.24
Accruals	7,267.75	2,635.75
Income in Advance	200.00	200.00
PAYE Payable	453.29	517.84
Pensions Payable	1,953.64	150.28
Rounding	(37.70)	(3.10)
Wages Payable - Payroll	(0.40)	(0.20)
Total Creditors: amounts falling due within one year	14,715.62	8,203.81
Net Current Assets (Liabilities)	108,006.40	149,725.54
Total Assets less Current Liabilities	519,596.48	561,445.54
Net Assets	519,596.48	561,445.54

Balance Sheet

	31 DEC 2024	31 DEC 2023
Capital and Reserves		
Current Year Earnings	(41,849.06)	(49,977.16)
Restricted Funds	2,686.00	2,686.00
Retained Earnings	558,759.54	608,736.70
Total Capital and Reserves	519,596.48	561,445.54

Statement of Cash Flows

The Parish of Nork with Burgh Heath
For the year ended 31 December 2024

2024

Operating Activities

Receipts from customers	166,721.26
Payments to suppliers and employees	(209,764.57)
Cash receipts from other operating activities	62.00
Net Cash Flows from Operating Activities	(42,981.31)

Investing Activities

Proceeds from sale of property, plant and equipment	2,654.25
Payment for property, plant and equipment	(2,524.33)
Other cash items from investing activities	30,601.25
Net Cash Flows from Investing Activities	30,731.17

Financing Activities

Other cash items from financing activities	6,336.01
Net Cash Flows from Financing Activities	6,336.01

Net Cash Flows	(5,914.13)
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Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	28,911.12
Net change in cash for period	(5,914.13)
Cash and cash equivalents at end of period	22,996.99

Accounts

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2023
for
The Parish of Nork with Burgh Heath

Ark Accountancy Limited
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

The Parish of Nork with Burgh Heath

Contents of the Financial Statements
for the Year Ended 31 December 2023

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Statement of Financial Activities	8
Balance Sheet	9
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Detailed Statement of Financial Activities	15 to 16

The Parish of Nork with Burgh Heath

Report of the Trustees
for the Year Ended 31 December 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Parish is part of the Diocese of Guildford, and in the Deanery of Epsom.

With the development of structures of the Parish each church has local objectives and activities.

Public benefit

The PCC are aware of the Charity Commission's guidance on public benefit in "The advancement of religion for the Public Benefit" and have had regard to it in their administration of the churches.

The PCC believes that by promoting the Christian faith it provides a benefit to the public by:

- providing facilities for public worship, pastoral care and spiritual development, both for existing church members and for anyone who wishes to benefit from what the churches offer; and
- promoting Christian values, and service by members of the churches in and to their communities, to the benefit of individuals and society as a whole.

Volunteers

The PCC is very reliant on volunteers to carry out all its activities. However, it is not possible to place any monetary value on the contribution of volunteers.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Parish Ministries

Mission Partners

During 2023, 5% of giving to the parish was shared out between our 6 mission partners, who are also supported by regular prayer and relationship with the church family.

1. The Baxter's African Children's School Educational Charitable Trust (an international mission partner)
2. Bridges Nepal, the projects which Yagya and Sally Singh work on (an international mission partner)
3. Open Doors, who support persecuted Christians across the world (an international mission partner)
4. Christians Against Poverty (a national mission partner - supporting those struggling with finances across the UK)
5. Street Pastors and in particular Sutton Street Pastors (a national and local mission partner)
6. London City Mission (a local mission partner)

The remaining 5% (to make up 10% of giving received to the parish being spent on mission) was put towards local mission in the parish, due to the privilege of having a curate for 3 years.

As well as this, one-off gifts were given to support three charities: Christian Aid (£300), BACSECT (£360) and Discover (£250), using monies raised from fundraising events.

Messy Church: has been running at St. Mary's since 2014, now in its eighth year of being part of the Sunday morning service.

Community Alive: the contemporary family service, runs once a month (on the 2nd Sunday) at St. Paul's, at 9 am

Forest Church: a fresh-expression, runs once a month, except in the winter (on the fourth Sunday) in the St. Paul's 'Backlands' (behind the church hall), at 3pm.

Whole Parish Services: occur each month, on the fourth Sunday of the month, at 10 am, with some additional whole parish services for special occasions or seasons. Both churches pause their usual services for this week and enjoy being as one family all together.

Refresh@10: is a monthly Saturday coffee morning open to all. It seeks to support the local community and is well attended by them.

Little Roots: Our Parish Toddler Group, 'Little Roots' runs on Tuesday and Wednesday mornings every week in term time, from 9-11 am.

Craft Mornings: Are run approximately half-termly at St Paul's for children & families in the local area, where they can come and work on crafts and receive refreshments.

Prayer Meetings: We hold prayer meetings for the parish once a month and other prayer events occur for specific purposes or times of need. There is a St. Mary's prayer group who meet on Monday mornings for pastoral prayer support of members of the church family.

Connect groups: Several connect groups meet in the parish, either weekly or fortnightly.

Courses: During 2023 we ran the Alpha Course and a Lent course in the parish.

Nursing Homes: Monthly services are run at Fir Tree House, Montclair and Banstead Manor Nursing homes and Alex and others visit for pastoral and other meetings at additional times. Bible studies series have also been run twice at Banstead Manor during 2023.

Schools: Links with the Warren Mead schools and Aberdour Prep and Pre-Prep have continued. Alex continues to be one of the Governing Body members for both Warren Mead Infant and Junior schools.

The Parish of Nork with Burgh Heath

Report of the Trustees for the Year Ended 31 December 2023

Charities: Monthly food bank collections have been an important part of 2023, supporting the Epsom & Ewell foodbank and the parish collected 98 boxes for Operation Christmas Child in November.

Banstead Five: The Parish of Nork with Burgh Heath is a member of the Banstead Five, a group of local churches seeking to serve the area of Banstead together. Since September, Alex has been Chair of this group.

FINANCIAL REVIEW

Financial position

The parish was formed on 1 July 2018 from the Parish of St Paul's Nork and part of the Parish of St Paul's Howell Hill with St Mary's Burgh Heath. As a result, the new parish has been blessed with reserves inherited from each of its two constituent churches. The totality and make up of those reserves can be found in the detail of the accounts outlined in this report. The PCC's accounts comprise a number of funds - the General Fund and other specific funds relating to particular activities.

Funds

The General Fund produced an overall deficit for the year of £50,589 (2022 £20,915). During the year £4,651.98 (2022 £4,895.32) has been given to our 6 parish mission partners. The PCC agreed at the start of 2022 that for the 3 years of having David Packham as our Curate, the 10% of missional giving in the parish would be split between the mission partners (5%) and local mission in the parish (5%).

The Restricted Funds produced an overall deficit for the year of £nil (2022 £nil). Giving in the period (including tax refunds of £6,829) amounted to £129,308 (2022 £131,128). The PCC allocates yearly a fund of £1000 to be spent as the Vicar's Discretionary fund.

The balance on the General Fund at the end of 2023 amounted to £149,114 (2022: £199,703) of which £66,069 (2022: £81,472) is to improve the ambience and usability of our buildings. This means that in terms of free reserves, the General Fund amounts to £83,045.

Grants and Donations

Grants of nil (2022 £nil) were made to partner and other agencies.

Strategic Development Fund

Reference was made earlier to an amount of £66,069 designated to improve the environment for worship in our buildings to make them fit for greater community use and to develop our links in the community. There is a development plan in place and we continue to invest in our buildings, using this fund, which will reduce further over the coming year.

Reserves policy

Day to day running costs of the parish are generally met from current income (donations), and therefore the PCC does not hold significant free reserves. The current PCC policy is to hold free reserves of at least £50,000. As noted above, current free reserves are £149,114.

Policy for key management personnel remuneration

The three paid staff members of the parish are the Vicar, Revd Alex Stevens, the Curate, Revd David Packham and the Operations Manager, Michelle Cahill.

Revd Alex Stevens took up her post on 10 April 2019. She is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. The vicar's stipend is covered by the parish share paid to the Diocese of Guildford.

Revd David Packham took up his post on 3rd July 2022. He is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. As this is a training role the curate's stipend is covered by the Diocese of Guildford.

Michelle Cahill took up her post on 6th April 2021. She is paid by the parish, including NI and pension contributions.

FUTURE PLANS

The PCC and the Standing Committee regularly review the activities and programmes in place throughout the parish to seek to ensure the stated aims and objectives are met.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution, and constitutes a charitable incorporated organisation, a charity registered as a body corporate under part 11 of the Charities Act 2011.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was registered with the charity commission on 5 November 2018, under charity number 1180563.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

The PCC is made up of elected members. Elected members are elected by the Annual Parochial Church Meeting, and serve for a term of 3 years. Elected members are eligible for re-election, but may only serve for a maximum of 2 terms in succession. Other church members may be co-opted to the PCC primarily to cover particular areas of expertise that are deemed necessary for the functioning of the PCC e.g. Finance, Premises.

PCC members are provided with guidance on the role of trustees. In addition, PCC Members receive a document detailing their responsibilities as members of the PCC and receive ongoing guidance as necessary. The frequency of PCC meetings is currently 9 times a year where the PCC oversees the strategic direction of the Parish and approves policy and budgets. The Standing Committee meets at intervals as required between PCC meetings to deal with administrative matters as they arise. The Wardens and the Vicar meet monthly.

Names of all the members of the PCC who have served in the period from 1 January 2022 to the date of this report are as follows:

Clergy:	Alex Stevens (Vicar) David Packham
Church Wardens	George Drewitt Sue Wharton
Diocesan Synod Member:	Alex Stevens (Vicar)
Deanery Synod Members	Alex Stevens (Vicar) David Packham Neill Oakley Andrew Shaw Theresa Allen (from April 2023)
PCC Members:	Revd Alex Stevens (Vicar) Sue Wharton (ex officio) George Drewitt (ex officio) Neill Oakley (ex officio) Andrew Shaw (ex officio) Theresa Allen (ex officio) Tomos Davies (Treasurer) Christopher Moore Sylvia Henze (until April 2023) Morna Moore Judy Parnall David Packham
Bankers:	Barclays Bank plc of 82/84 High Street, Epsom KT19 8BA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The PCC reports that it has given consideration to the risks faced by the churches. The major risks that the churches are exposed to relate to people, including safeguarding of children and vulnerable adults. The PCC has formal controls in place, working with the Diocese of Guildford, to manage these risks. Other main risks relate to financial matters, compliance with legal and statutory requirements and the activities of the parish. The PCC has policies and, procedures in place to manage all these risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180563

Principal address

St Paul's Church
Warren Road
Banstead
Surrey
SM7 1LG

Trustees

Rev A L Stevens Vicar
Rev D A J Packham Curate
C A Moore
J N G Oakley ex officio
A Shaw ex officio
Ms T M Allen
T Davies Treasurer
Ms M Y Moore
Mrs J S Pamall
Mrs S J Wharton ex officio
G F J Drewitt ex officio
Miss S N Henze (resigned 24.4.23)

Independent Examiner

Mary E Ryan
Ark Accountancy Limited
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

Approved by order of the board of trustees on 18 June 2024 and signed on its behalf by:



Rev A L Stevens - Trustee

Independent Examiner's Report to the Trustees of
The Parish of Nork with Burgh Heath

Independent examiner's report to the trustees of The Parish of Nork with Burgh Heath

I report to the charity trustees on my examination of the accounts of The Parish of Nork with Burgh Heath (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mary E Ryan

Ark Accountancy Limited
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

18 June 2024

The Parish of Nork with Burgh Heath

Statement of Financial Activities
for the Year Ended 31 December 2023

	Notes	Unrestricted funds £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		129,308	-	129,308	131,128
Charitable activities					
Events & activities		-	-	-	2,002
Other trading activities	2	453	-	453	-
Investment income	3	24,915	-	24,915	30,524
Total		<u>154,676</u>	<u>-</u>	<u>154,676</u>	<u>163,654</u>
EXPENDITURE ON					
Charitable activities					
Ministry costs		99,956	-	99,956	90,996
Church running		67,570	-	67,570	53,202
Support costs		37,739	-	37,739	40,371
Total		<u>205,265</u>	<u>-</u>	<u>205,265</u>	<u>184,569</u>
NET INCOME/(EXPENDITURE)		(50,589)	-	(50,589)	(20,915)
RECONCILIATION OF FUNDS					
Total funds brought forward		199,703	411,720	611,423	632,338
TOTAL FUNDS CARRIED FORWARD		<u>149,114</u>	<u>411,720</u>	<u>560,834</u>	<u>611,423</u>

The Parish of Nork with Burgh Heath

Balance Sheet

31 December 2023

	Notes	Unrestricted funds £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
FIXED ASSETS					
Tangible assets	7	-	411,720	411,720	411,720
CURRENT ASSETS					
Debtors	8	9,012	-	9,012	17,539
Cash at bank and in hand		149,009	-	149,009	190,383
		<u>158,021</u>	<u>-</u>	<u>158,021</u>	<u>207,922</u>
CREDITORS					
Amounts falling due within one year	9	(8,907)	-	(8,907)	(8,219)
NET CURRENT ASSETS		<u>149,114</u>	<u>-</u>	<u>149,114</u>	<u>199,703</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>149,114</u>	<u>411,720</u>	<u>560,834</u>	<u>611,423</u>
NET ASSETS		<u>149,114</u>	<u>411,720</u>	<u>560,834</u>	<u>611,423</u>
FUNDS	10				
Unrestricted funds				149,114	199,703
Restricted funds				411,720	411,720
TOTAL FUNDS				<u>560,834</u>	<u>611,423</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 18 June 2024 and were signed on its behalf by:



A L Stevens - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

PA & computer equipment - at varying rates on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

2. OTHER TRADING ACTIVITIES

	31.12.23	31.12.22
	£	£
Fundraising events	453	-
	<u>453</u>	<u>-</u>

3. INVESTMENT INCOME

	31.12.23	31.12.22
	£	£
Rents received	23,895	30,338
Deposit account interest	1,020	186
	<u>24,915</u>	<u>30,524</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021. Revd Alex Stevens and Revd David Packham are trustees, but their stipend is paid by the Church of England

Trustees' expenses

Trustees' expenses were paid to two trustees for the year ended 31 December 2023 of £6,768 (2022 £15,017) as reimbursement for items purchased for the parish.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.23	31.12.22
Administration	<u>1</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	131,128	-	131,128
Charitable activities			
Events & activities	2,002	-	2,002
Investment income	<u>30,524</u>	<u>-</u>	<u>30,524</u>
Total	<u>163,654</u>	<u>-</u>	<u>163,654</u>
EXPENDITURE ON			
Charitable activities			
Ministry costs	90,996	-	90,996
Church running	53,202	-	53,202
Support costs	<u>40,371</u>	<u>-</u>	<u>40,371</u>
Total	<u>184,569</u>	<u>-</u>	<u>184,569</u>

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(20,915)	-	(20,915)
Transfers between funds	855	(855)	-
	<u> </u>	<u> </u>	<u> </u>
Net movement in funds	(20,060)	(855)	(20,915)
 RECONCILIATION OF FUNDS			
Total funds brought forward	219,763	412,575	632,338
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>199,703</u>	<u>411,720</u>	<u>611,423</u>

7. TANGIBLE FIXED ASSETS

	Freehold property £	PA & computer equipment £	Totals £
	<u> </u>	<u> </u>	<u> </u>
COST			
At 1 January 2023 and 31 December 2023	411,720	8,587	420,307
	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION			
At 1 January 2023 and 31 December 2023	-	8,587	8,587
	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE			
At 31 December 2023	411,720	-	411,720
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2022	411,720	-	411,720
	<u> </u>	<u> </u>	<u> </u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23 £	31.12.22 £
	<u> </u>	<u> </u>
Trade debtors	627	330
Tax	5,483	14,323
Prepayments	2,902	2,886
	<u> </u>	<u> </u>
	9,012	17,539
	<u> </u>	<u> </u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	4,703	5,479
Taxation and social security	518	511
Other creditors	3,686	2,229
	<u>8,907</u>	<u>8,219</u>

10. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	118,231	(35,186)	83,045
The General Development Fund	81,472	(15,403)	66,069
	<u>199,703</u>	<u>(50,589)</u>	<u>149,114</u>
Restricted funds			
Fixed Asset Fund	411,720	-	411,720
	<u>611,423</u>	<u>(50,589)</u>	<u>560,834</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	154,676	(189,862)	(35,186)
The General Development Fund	-	(15,403)	(15,403)
	<u>154,676</u>	<u>(205,265)</u>	<u>(50,589)</u>
TOTAL FUNDS	<u>154,676</u>	<u>(205,265)</u>	<u>(50,589)</u>

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	120,004	(2,628)	855	118,231
St Paul's development fund	62,709	-	(62,709)	-
St Mary's Fit for Mission & Vision Fund	34,044	-	(34,044)	-
Missional Purposes Fund	3,006	(3,006)	-	-
The General Development Fund	-	(15,281)	96,753	81,472
	<u>219,763</u>	<u>(20,915)</u>	<u>855</u>	<u>199,703</u>
Restricted funds				
Fixed Asset Fund	411,720	-	-	411,720
Vicar's discretionary fund	471	-	(471)	-
Property income fund	384	-	(384)	-
	<u>412,575</u>	<u>-</u>	<u>(855)</u>	<u>411,720</u>
TOTAL FUNDS	<u>632,338</u>	<u>(20,915)</u>	<u>-</u>	<u>611,423</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	163,654	(166,282)	(2,628)
Missional Purposes Fund	-	(3,006)	(3,006)
The General Development Fund	-	(15,281)	(15,281)
	<u>163,654</u>	<u>(184,569)</u>	<u>(20,915)</u>
TOTAL FUNDS	<u>163,654</u>	<u>(184,569)</u>	<u>(20,915)</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

The Parish of Nork with Burgh Heath

Detailed Statement of Financial Activities
for the Year Ended 31 December 2023

	31.12.23 £	31.12.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Other donations	2,318	1,002
Gift-aided donations	101,732	103,740
Gift aid tax refunds	24,258	24,282
Grants	1,000	2,104
	<hr/>	<hr/>
	129,308	131,128
Other trading activities		
Fundraising events	453	-
Investment income		
Rents received	23,895	30,338
Deposit account interest	1,020	186
	<hr/>	<hr/>
	24,915	30,524
Charitable activities		
Church format events	-	2,002
	<hr/>	<hr/>
Total incoming resources	154,676	163,654
EXPENDITURE		
Charitable activities		
Insurance	7,802	6,616
Light and heat	23,941	16,694
Parish share	88,257	79,823
Ministry/workshop	468	457
Travel & subsistence	1,874	873
Children & youth work	1,741	1,387
Outreach	7,616	8,456
Cleaning & servicing	3,962	732
Maintenance, equipment & IT	20,267	16,750
Operations running expenses	8,678	7,485
Gardening	2,920	3,132
PA & computer depreciation	-	1,793
	<hr/>	<hr/>
	167,526	144,198
Support costs		
Management		
Wages	32,174	32,000
Pensions	773	773
Staff office costs	2,654	4,779
	<hr/>	<hr/>
	35,601	37,552

This page does not form part of the statutory financial statements

The Parish of Nork with Burgh Heath

Detailed Statement of Financial Activities
for the Year Ended 31 December 2023

	31.12.23	31.12.22
	£	£
Management		
Finance		
Bank charges	60	60
Governance costs		
Accountancy fees	878	1,759
Independent examiner's fee	1,200	1,000
	<u>2,078</u>	<u>2,759</u>
Total resources expended	<u>205,265</u>	<u>184,569</u>
Net expenditure	<u>(50,589)</u>	<u>(20,915)</u>

Accounts

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2022
for
The Parish of Nork with Burgh Heath

Ark Accountancy
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

The Parish of Nork with Burgh Heath

Contents of the Financial Statements
for the Year Ended 31 December 2022

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Detailed Statement of Financial Activities	16 to 17

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Parish is part of the Diocese of Guildford, and in the Deanery of Epsom.

With the development of structures of the Parish each church has local objectives and activities.

Public benefit

The PCC are aware of the Charity Commission's guidance on public benefit in "The advancement of religion for the Public Benefit" and have had regard to it in their administration of the churches.

The PCC believes that by promoting the Christian faith it provides a benefit to the public by:

- providing facilities for public worship, pastoral care and spiritual development, both for existing church members and for anyone who wishes to benefit from what the churches offer; and
- promoting Christian values, and service by members of the churches in and to their communities, to the benefit of individuals and society as a whole.

Volunteers

The PCC is very reliant on volunteers to carry out all its activities. However, it is not possible to place any monetary value on the contribution of volunteers.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Parish Ministries

Mission Partners

During 2022, 5% of giving to the parish was shared out between our 6 mission partners, who are also supported by regular prayer and relationship with the church family.

1. The Baxter's African Children's School Educational Charitable Trust (an international mission partner)
2. Bridges Nepal, the projects which Yagya and Sally Singh work (an international mission partner)
3. Open Doors, who support persecuted Christians across the world (an international mission partner)
4. Christians Against Poverty (a national mission partner - supporting those struggling with finances across the UK)
5. Street Pastors and in particular Sutton Street Pastors (a national and local mission partner)
6. London City Mission (a local mission partner)

The remaining 5% (to make up 10% of giving received to the parish being spend on mission) was put towards local mission in the parish, due to the privilege of having a curate for 3 years.

As well as this, the following one-off gifts were given to support mission agencies, using monies raised from fundraising events:

1. A' Rocha £153.23
2. Christian Aid £462
3. Macmillan £257

Messy Church : has been running since 2014, now in its seventh year of being part of the Sunday morning service.

Community Alive : the contemporary family service, runs once a month (on the 2nd Sunday) at St. Paul's, at 9 am

Forest Church: a fresh-expression, runs once a month, except in the winter (on the fourth Sunday) in the St. Paul's 'Backlands' (behind the church hall), at 3pm.

Whole Parish Services : occur each month, on the fourth Sunday of the month, at 10 am, with some additional whole parish services for special occasions or seasons. Both churches pause their usual services for this week and enjoy being as one family all together.

REFRESH@10: is a monthly Saturday coffee morning open to all. It seeks to support the local community and is well attended by them.

Little Roots: Our Parish Toddler Group, 'Little Roots' runs on Tuesday mornings every week in term time, from 9am-11am.

Craft Mornings: We run half-termly craft mornings for children & families in the local area, where they can come and work on crafts and receive refreshments.

Prayer Meetings: Regular prayer meetings are monthly, usually on the 2nd Tuesday of the month and other prayer events occur for specific purposes or times of need. There is a St. Mary's prayer group who meet on Monday mornings for pastoral prayer support of members of the church family.

Connect groups: Several connect groups meet in the parish, either weekly or fortnightly.

Courses: During 2022 we ran the Listening Course and a Lent course in the parish.

Nursing Homes: Monthly services are run at Montclair and Banstead Manor Nursing homes and Alex visits for pastoral and other meetings at additional times. Bible studies series have also been run twice at Banstead Manor during 2022.

Schools: Links with the Warren Mead schools and Aberdour Prep and Pre-Prep have continued. Alex continues to be one of the Governing Body members for both Warren Mead Infant and Junior schools.

The Parish of Nork with Burgh Heath

Report of the Trustees for the Year Ended 31 December 2022

Charities: Regular food bank collections have been an important part of 2022, supporting the Epsom & Ewell foodbank and the parish collected 92 boxes for Operation Christmas Child in November.

Banstead Five: The Parish of Nork with Burgh Heath is a member of the Banstead Five, a group of local churches seeking to serve the area of Banstead together.

FINANCIAL REVIEW

Financial position

The parish was formed on 1 July 2018 from the Parish of St Paul's Nork and part of the Parish of St Paul's Howell Hill with St Mary's Burgh Heath. As a result, the new parish has been blessed with reserves inherited from each of its two constituent churches. The totality and make up of those reserves can be found in the detail of the accounts outlined in this report. The PCC's accounts comprise a number of funds - the General Fund and other specific funds relating to particular activities.

Funds

The General Fund produced an overall deficit for the year of £20,915 (2021 £29,955). During the year £4895.32 has been given to our 6 parish mission partners. The PCC agreed at the start of 2022 that for the 3 years of having David Packham as our Curate, the 10% of missional giving in the parish would be split between the mission partners (5%) and local mission in the parish (5%).

The Restricted Funds produced an overall deficit for the year of nil (2021 £11,773). Transfers of £855 were made from the Vicar's discretionary fund and property income fund to general reserves as these are no longer being used.

Giving in the period (including tax recoveries of £24,119) amounted to £131,118 (2021 £118,311). The PCC now allocates yearly a fund to be spent as the Vicar's Discretionary fund.

The balance on the General Fund at the end of 2022 amounted to £199,703 (2021: £219,763) of which £81,472 (2021: £96,753) is to improve the ambience and usability of our buildings. This means that in terms of free reserves, the General Fund amounts to £118,231

Grants and Donations

Grants of nil (2021 £20,549) were made to partner and other agencies.

Strategic Development Fund

Reference was made earlier to an amount of £81,472 designated to improve the environment for worship in our buildings to make them fit for greater community use and to develop our links in the community. There is a development plan in place and we continue to invest in our buildings, using this fund, which will reduce further over the coming year.

Reserves policy

Day to day running costs of the parish are generally met from current income (donations), and therefore the PCC does not hold significant free reserves. The current PCC policy is to hold free reserves of at least £50,000. As noted above, current free reserves are £125,211.

Policy for key management personnel remuneration

The three paid staff members of the parish are the Vicar, Revd Alex Stevens, the Curate, Revd David Packham and the Operations Manager, Michelle Cahill. There is also a cleaner who is on the payroll and employed for a few hours a week.

Revd Alex Stevens took up her post on 10 April 2019. She is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. The vicar's stipend is covered by the parish share paid to the Diocese of Guildford.

Revd David Packham took up his post on 3rd July 2022. He is licensed by the Bishop of Guildford, remunerated in accordance with the stipend rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. As this is a training role the curate's stipend is covered by the Diocese of Guildford.

Michelle Cahill took up her post on 6th April 2021. She is paid by the parish, including NI and pension contributions.

FUTURE PLANS

The PCC and the Standing Committee regularly review the activities and programmes in place throughout the parish to seek to ensure the stated aims and objectives are met.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution, and constitutes a charitable incorporated organisation, a charity registered as a body corporate under part 11 of the Charities Act 2011.

Organisational structure

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was registered with the charity commission on 5 November 2018, under charity number 1180563.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

The PCC is made up of elected members. Elected members are elected by the Annual Parochial Church Meeting, and serve for a term of 3 years. Elected members are eligible for re-election, but may only serve for a maximum of 2 terms in succession. Other church members may be co-opted to the PCC primarily to cover particular areas of expertise that are deemed necessary for the functioning of the PCC e.g. Finance, Premises.

PCC members are provided with guidance on the role of trustees. In addition, PCC Members receive a document detailing their responsibilities as members of the PCC and receive ongoing guidance as necessary. The frequency of PCC meetings is currently 9 times a year where the PCC oversees the strategic direction of the Parish and approves policy and budgets. The Standing Committee meets at intervals as required between PCC meetings to deal with administrative matters as they arise. The Wardens and the Vicar meet monthly.

Names of all the members of the PCC who have served in the period from 1 January 2022 to the date of this report are as follows:

Clergy:	Alex Stevens
Church Wardens:	Christopher Moore (until April 2022) George Drewitt Sue Wharton (from April 2022)
Diocesan Synod Member:	Alex Stevens, Vicar
Deanery Synod Members:	Neill Oakley Andrew Shaw David Packham (from July 2022) Alex Stevens, Vicar
PCC Members:	Revd Alex Stevens (Vicar) Sue Wharton (ex officio) George Drewitt (ex officio) Neill Oakley (ex officio) Andrew Shaw (ex officio) Theresa Allen Tomos Davies (Treasurer from April 2022) Christopher Moore Sylvia Henze Piers Clark (Treasurer until April 2022) Morna Moore Judy Parnall David Packham
Bankers:	Barclays Bank plc of 136 High Street, Banstead, Surrey SM7 2NY

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The PCC reports that it has given consideration to the risks faced by the churches. The major risks that the churches are exposed to relate to people, including safeguarding of children and vulnerable adults. The PCC has formal controls in place, working with the Diocese of Guildford, to manage these risks. During the global COVID19 pandemic of 2020-2021 the churches followed closely the guidance from the Diocese and undertook services (when allowed) using appropriate social distancing measures, or undertook services virtually. At the beginning of 2022 some safety measures remained. Other main risks relate to financial matters, compliance with legal and statutory requirements and the activities of the parish. The PCC has policies and procedures in place to manage all these risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180563

Principal address

St Paul's Church
Warren Road
Banstead
Surrey
SM7 1LG

Trustees

Rev A L Stevens Vicar
Rev D A J Packham Curate (appointed 3.7.22)
C A Moore ex officio
J N G Oakley ex officio
A Shaw ex officio
Ms T M Allen
T Davies Treasurer
Ms M Y Moore
Mrs J S Parnall
Mrs S L Wharton ex officio (appointed 25.4.22)
G F J Drewitt ex officio
Miss S N Henze
P Clark Treasurer (resigned 30.4.22)

Independent Examiner

Mary E Ryan
Ark Accountancy
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

Approved by order of the board of trustees on 24 April 2023 and signed on its behalf by:



Rev A L Stevens - Trustee

Independent Examiner's Report to the Trustees of
The Parish of Nork with Burgh Heath

Independent examiner's report to the trustees of The Parish of Nork with Burgh Heath

I report to the charity trustees on my examination of the accounts of The Parish of Nork with Burgh Heath (the Trust) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mary E Ryan

Ark Accountancy
Chartered Certified Accountant
31 Cheam Road
Epsom
Surrey
KT17 1QX

24 April 2023

The Parish of Nork with Burgh Heath

Statement of Financial Activities
for the Year Ended 31 December 2022

	Notes	Unrestricted funds £	Restricted funds £	31.12.22 Total funds £	31.12.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		131,128	-	131,128	118,311
Charitable activities					
Events & activities		2,002	-	2,002	1,125
Investment income	2	30,524	-	30,524	36,461
Total		<u>163,654</u>	<u>-</u>	<u>163,654</u>	<u>155,897</u>
EXPENDITURE ON					
Charitable activities					
General activities		-	-	-	20,549
Ministry costs		90,996	-	90,996	76,499
Church running		53,202	-	53,202	61,585
Support costs		40,371	-	40,371	38,988
Total		<u>184,569</u>	<u>-</u>	<u>184,569</u>	<u>197,621</u>
NET INCOME/(EXPENDITURE)		(20,915)	-	(20,915)	(41,724)
Transfers between funds	9	<u>855</u>	<u>(855)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(20,060)</u>	<u>(855)</u>	<u>(20,915)</u>	<u>(41,724)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		219,763	412,575	632,338	674,062
TOTAL FUNDS CARRIED FORWARD		<u><u>199,703</u></u>	<u><u>411,720</u></u>	<u><u>611,423</u></u>	<u><u>632,338</u></u>

The notes form part of these financial statements

The Parish of Nork with Burgh Heath

Balance Sheet
31 December 2022

	Notes	Unrestricted funds £	Restricted funds £	31.12.22 Total funds £	31.12.21 Total funds £
FIXED ASSETS					
Tangible assets	6	-	411,720	411,720	411,720
CURRENT ASSETS					
Debtors	7	17,539	-	17,539	9,859
Cash at bank and in hand		190,383	-	190,383	221,576
		<u>207,922</u>	<u>-</u>	<u>207,922</u>	<u>231,435</u>
CREDITORS					
Amounts falling due within one year	8	(8,219)	-	(8,219)	(10,817)
NET CURRENT ASSETS		<u>199,703</u>	<u>-</u>	<u>199,703</u>	<u>220,618</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>199,703</u>	<u>411,720</u>	<u>611,423</u>	<u>632,338</u>
NET ASSETS		<u>199,703</u>	<u>411,720</u>	<u>611,423</u>	<u>632,338</u>
FUNDS	9				
Unrestricted funds				199,703	219,763
Restricted funds				411,720	412,575
TOTAL FUNDS				<u>611,423</u>	<u>632,338</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 24 April 2023 and were signed on its behalf by:

Alex Stevens

A L Stevens - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

PA & computer equipment - at varying rates on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2022

2. INVESTMENT INCOME

	31.12.22	31.12.21
	£	£
Rents received	30,338	35,137
Deposit account interest	186	1,324
	<u>30,524</u>	<u>36,461</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021. Revd Alex Stevens and Revd David Packham are trustees, but their stipend is paid by the Church of England

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021. Trustees are re-imbursed for items purchased for the parish when this is requested.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.22	31.12.21
Administration	<u>2</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	118,311	-	118,311
Charitable activities			
Events & activities	1,125	-	1,125
Investment income	19,061	17,400	36,461
Total	<u>138,497</u>	<u>17,400</u>	<u>155,897</u>
EXPENDITURE ON			
Charitable activities			
General activities	19,949	600	20,549
Ministry costs	76,499	-	76,499
Church running	33,012	28,573	61,585
Support costs	38,988	-	38,988
Total	<u>168,448</u>	<u>29,173</u>	<u>197,621</u>
NET INCOME/(EXPENDITURE)	(29,951)	(11,773)	(41,724)

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	249,714	424,348	674,062
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>219,763</u>	<u>412,575</u>	<u>632,338</u>

6. TANGIBLE FIXED ASSETS

	Freehold property £	PA & computer equipment £	Totals £
COST			
At 1 January 2022	411,720	7,482	419,202
Additions	-	1,793	1,793
Disposals	-	(688)	(688)
	<hr/>	<hr/>	<hr/>
At 31 December 2022	411,720	8,587	420,307
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 January 2022	-	7,482	7,482
Charge for year	-	1,793	1,793
Eliminated on disposal	-	(688)	(688)
	<hr/>	<hr/>	<hr/>
At 31 December 2022	-	8,587	8,587
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 December 2022	<u>411,720</u>	<u>-</u>	<u>411,720</u>
At 31 December 2021	<u>411,720</u>	<u>-</u>	<u>411,720</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22	31.12.21
	£	£
Trade debtors	330	1,290
Tax	14,323	6,331
Prepayments	2,886	2,238
	<hr/>	<hr/>
	17,539	9,859
	<hr/>	<hr/>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22	31.12.21
	£	£
Trade creditors	5,479	7,176
Taxation and social security	511	548
Other creditors	2,229	3,093
	<u>8,219</u>	<u>10,817</u>

9. MOVEMENT IN FUNDS

	At 1.1.22	Net movement	Transfers between	At
	£	in funds	funds	31.12.22
		£	£	£
Unrestricted funds				
General fund	120,004	(2,628)	855	118,231
St Paul's development fund	62,709	-	(62,709)	-
St Mary's Fit for Mission & Vision Fund	34,044	-	(34,044)	-
Missional Purposes Fund	3,006	(3,006)	-	-
The General Development Fund	-	(15,281)	96,753	81,472
	<u>219,763</u>	<u>(20,915)</u>	<u>855</u>	<u>199,703</u>
Restricted funds				
Fixed Asset Fund	411,720	-	-	411,720
Vicar's discretionary fund	471	-	(471)	-
Property income fund	384	-	(384)	-
	<u>412,575</u>	<u>-</u>	<u>(855)</u>	<u>411,720</u>
TOTAL FUNDS	<u>632,338</u>	<u>(20,915)</u>	<u>-</u>	<u>611,423</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	163,654	(166,282)	(2,628)
Missional Purposes Fund	-	(3,006)	(3,006)
The General Development Fund	-	(15,281)	(15,281)
	<u>163,654</u>	<u>(184,569)</u>	<u>(20,915)</u>
TOTAL FUNDS	<u>163,654</u>	<u>(184,569)</u>	<u>(20,915)</u>

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	125,211	(5,207)	120,004
Repairs & maintenance fund	5,774	(5,774)	-
St Paul's development fund	62,709	-	62,709
St Mary's Fit for Mission & Vision Fund	34,044	-	34,044
Missional Purposes Fund	21,976	(18,970)	3,006
	<u>249,714</u>	<u>(29,951)</u>	<u>219,763</u>
Restricted funds			
Fixed Asset Fund	411,720	-	411,720
Vicar's discretionary fund	1,071	(600)	471
Property income fund	11,557	(11,173)	384
	<u>424,348</u>	<u>(11,773)</u>	<u>412,575</u>
TOTAL FUNDS	<u>674,062</u>	<u>(41,724)</u>	<u>632,338</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	138,497	(143,704)	(5,207)
Repairs & maintenance fund	-	(5,774)	(5,774)
Missional Purposes Fund	-	(18,970)	(18,970)
	<u>138,497</u>	<u>(168,448)</u>	<u>(29,951)</u>
Restricted funds			
Vicar's discretionary fund	-	(600)	(600)
Property income fund	17,400	(28,573)	(11,173)
	<u>17,400</u>	<u>(29,173)</u>	<u>(11,773)</u>
TOTAL FUNDS	<u>155,897</u>	<u>(197,621)</u>	<u>(41,724)</u>

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	125,211	(7,835)	855	118,231
Repairs & maintenance fund	5,774	(5,774)	-	-
St Paul's development fund	62,709	-	(62,709)	-
St Mary's Fit for Mission & Vision Fund	34,044	-	(34,044)	-
Missional Purposes Fund	21,976	(21,976)	-	-
The General Development Fund	-	(15,281)	96,753	81,472
	<u>249,714</u>	<u>(50,866)</u>	<u>855</u>	<u>199,703</u>
Restricted funds				
Fixed Asset Fund	411,720	-	-	411,720
Vicar's discretionary fund	1,071	(600)	(471)	-
Property income fund	11,557	(11,173)	(384)	-
	<u>424,348</u>	<u>(11,773)</u>	<u>(855)</u>	<u>411,720</u>
TOTAL FUNDS	<u><u>674,062</u></u>	<u><u>(62,639)</u></u>	<u><u>-</u></u>	<u><u>611,423</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	302,151	(309,986)	(7,835)
Repairs & maintenance fund	-	(5,774)	(5,774)
Missional Purposes Fund	-	(21,976)	(21,976)
The General Development Fund	-	(15,281)	(15,281)
	<u>302,151</u>	<u>(353,017)</u>	<u>(50,866)</u>
Restricted funds			
Vicar's discretionary fund	-	(600)	(600)
Property income fund	17,400	(28,573)	(11,173)
	<u>17,400</u>	<u>(29,173)</u>	<u>(11,773)</u>
TOTAL FUNDS	<u><u>319,551</u></u>	<u><u>(382,190)</u></u>	<u><u>(62,639)</u></u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

Accounts



The Parish of Nork with Burgh Heath

Trustees' Report

and

Financial Statements

for the year

1 January to 31 December 2021

Trustees' Report and Financial Statements Index

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The Parish of Nork with Burgh Heath

Trustees' Report for the year ended 31 December 2021

Reference and administrative information

Full name of PCC: The Parochial Church Council of the Ecclesiastical Parish of Nork with Burgh Heath
(*Working name:* The Parish of St Paul's Nork with St Mary's Burgh Heath)

Addresses: St Paul's Church, Warren Road, Banstead SM7 1LG
St Mary's Church, Brighton Road, Burgh Heath, KT20 6AW

Charity registration number: 1180563 (registered 5th November 2018)

Names of all the members of the PCC who have served in the period from 1 January 2021 to the date of this report are as follows:

Clergy: Alex Stevens, Vicar

Church Wardens: Christopher Moore
George Drewitt

Diocesan Synod Member: Michael Rogerson (until July 2021)
Alex Stevens, Vicar (from July 2021)

Deanery Synod Members: Neill Oakley
Andrew Shaw
Alex Stevens, Vicar

PCC Members:

Revd Alex Stevens	(Vicar)
Christopher Moore	(ex officio)
George Drewitt	(ex officio)
Neil Oakley	(ex officio)
Andrew Shaw	(ex officio)
Michael Rogerson.	(ex officio, until July 2021)
Theresa Allen	
Tomos Davies	
Sarah Gawkrödger	(co-opted as secretary, until September 2021)
Piers Clark	(Treasurer)
Sylvia Henze	
Morna Moore	
Simon Morrison	(Until July 2021)
Judy Parnall	

Bankers Barclays Bank plc of 136 High St, Banstead, Surrey SM7 2NY

Independent Examiner Mary Ryan FCCA DChA, Ark Accountancy, 31 Cheam Road, Ewell, Epsom, Surrey KT17 1QX.

The day to day management of the affairs of the church is delegated to the Standing Committee under the leadership of the Vicar, Revd Alex Stevens, appointed as vicar to the Parish from 10 April 2019.

The members of the Standing Committee are:

- Revd Alex Stevens
- Christopher Moore (Churchwarden)
- George Drewitt (Churchwarden)
- Piers Clark (Treasurer)
- Tomos Davies (Deputy warden)

The Parish of Nork with Burgh Heath

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 Powers Measure. The PCC was registered with the charity commission on 5 November 2018, under charity number 1180563.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

The PCC is made up of elected members. Elected members are elected by the Annual Parochial Church Meeting, and serve for a term of 3 years. Elected members are eligible for re-election, but may only serve for a maximum of 2 terms in succession. Other church members may be co-opted to the PCC primarily to cover particular areas of expertise that are deemed necessary for the functioning of the PCC e.g. Finance, Premises.

PCC members are provided with guidance on the role of trustees. In addition, PCC Members receive a document detailing their responsibilities as members of the PCC and receive ongoing guidance as necessary. The frequency of PCC meetings is currently 10 times a year where the PCC oversees the strategic direction of the Parish and approves policy and budgets. The Standing Committee meets at intervals as required between PCC meetings to deal with administrative matters as they arise. The Wardens and the Vicar meet monthly.

Risk Management

The PCC reports that it has given consideration to the risks faced by the church. The major risks that the church is exposed to relate to people, including safeguarding of children and vulnerable adults. The PCC has formal controls in place, working with the Diocese of Guildford, to manage these risks. During the global COVID19 pandemic of 2020-2021 the church as followed closely the guidance from the Diocese and has undertaken services (when allowed) using appropriate social distancing measures, or have undertaken services virtually. Other main risks relate to financial matters, compliance with legal and statutory requirements and the activities of the church. The PCC has policies and, procedures in place to manage all these risks.

Public benefit

The PCC are aware of the Charity Commission's guidance on public benefit in "The advancement of religion for the Public Benefit" and have had regard to it in their administration of the church.

The PCC believes that by promoting the Christian faith it provides a benefit to the public by:

- providing facilities for public worship, pastoral care and spiritual development, both for existing church members and for anyone who wishes to benefit from what the church offers; and
- promoting Christian values, and service by members of the church in and to their communities, to the benefit of individuals and society as a whole.

Objectives and activities

The Parish is part of the Diocese of Guildford, and in the Deanery of Epsom.

With the development of structures of the Parish each church has local objectives and activities.

Use of volunteers

The PCC is very reliant on volunteers to carry out all its activities. However, it is not possible to place any monetary value on the contribution of volunteers.

The Parish of Nork with Burgh Heath

Financial Review

The parish was formed on 1 July 2018 from the Parish of St Paul's Nork and part of the Parish of St Paul's Howell Hill with St Mary's Burgh Heath. As a result, the new parish has been blessed with reserves inherited from each of its two constituent churches. The totality and make up of those reserves can be found in the detail of the accounts outlined in this report. The PCC's accounts comprise a number of funds – the General Fund and other specific funds relating to particular activities.

Funds

The General Fund produced an overall deficit for the year of £5,207. During the year £10,980 has been designated for Missional purposes and allocated to the Missional Purposes fund.

The Restricted Funds produced an overall deficit for the year of £11,773.

Donations in the period (including tax recoveries of £24,119) amounted to £118,311.

The balance on the General Fund at the end of 2021 amounted to £219,763 (2020: £249,714). of which £3,006 (2020: £21,976) is designated for direct external Missional purposes and a further £96,753 (2020: £102,527) to improve the ambience and usability of our buildings (covered under three separate funds called the Repairs and Maintenance Fund, the St Pauls Development Fund and the St Marys fit for Mission and Vision Fund). This means that in terms of free reserves, the General Fund amounts to £120,004 (2020: £125,211).

Grants and Donations

Grants of £20,549 (2020: £12,795) were made to partner and other agencies.

Strategic Development Fund

Reference was made earlier to an amount of £96,753 designated to improve the environment for worship in our buildings to make them fit for greater community use and to develop our links in the community. There is a development plan in place and we continue invest in our buildings, using this fund, which will reduce further over the coming year.

Reserves policy

Day to day running costs of the parish are generally met from current income (donations), and therefore the PCC does not hold significant free reserves. The current PCC policy is to hold free reserves of at least £50,000. As noted above, current free reserves are £120,004.

Policy for key management personnel remuneration

The two paid staff members of the parish are the Vicar, Revd Alex Stevens and the Operations Manager, Michelle Cahill. There is also a cleaner who is on the payroll and employed for a few hours a week.

Revd Alex Stevens took up her post on 10 April 2019. She is licensed by the Bishop of Guildford, remunerated in accordance with the stipends rates in place for Church of England clergy and is paid directly by the Church Commissioners, administered by the Diocese of Guildford. The vicar's stipend is covered by the parish share paid to the Diocese of Guildford.

Michelle Cahill took up her post on 6th April 2021. She is paid by the parish, including NI and pension contributions.

The Parish of Nork with Burgh Heath

Parish Ministries

Mission Partners

During 2021, 10 % of giving to the parish was shared out between our 6 mission partners, who are also supported by regular prayer and relationship with the church family.

1. The Baxter's African Children's School Educational Charitable Trust (an international mission partner - but also very closely linked to our church family)
2. Bridges Nepal, the projects which Yagya and Sally Singh work on (an international mission partner - but also very closely linked to our church family)
3. Open Doors, who support persecuted Christians across the world (an international mission partner)
4. Christians Against Poverty (a national mission partner - supporting those struggling with finances across the UK)
5. Street Pastors and in particular Sutton Street Pastors (an national and local mission partner)
6. London City Mission (a local mission partner)

Additional contributions were also made to each of these mission partners, and especially to The Baxter's Africa Children's School Educational Charitable Trust and Bridges Nepal during this time.

As well as this, the following one-off gifts were given to support mission agencies, using some of the money set aside for mission in previous years:

1. Tearfund (to support refugees from Afghanistan)
2. Christian Aid (to support refugees from Afghanistan)
3. CPAS

Messy Church has been running since 2014, now in its sixth year of being part of the Sunday morning service. There have been several baptisms and a wedding which have come from this marvellous worship opportunity.

Community Alive, the contemporary family service, runs once a month (on the 2nd Sunday usually) at St. Paul's, at 9 am

Forest Church, a fresh-expression, runs once a month (on the fourth Sunday) in the St. Paul's 'Backlands' (behind the church hall), at 3pm.

Whole Parish Services, occur each month, on the fourth Sunday of the month, at 10 am. Both churches step their usual services for this week and enjoy being as one family all together.

Thirsty Thursday is the parish men's group and it meets on the 1st Thursday, currently on Zoom, though this may return to the pub or someone's living room soon. The group enjoys a drink together whilst studying and debating a bible passage and its relevance to life today. Each December the group host a Christmas meal.

REFRESH@10 is a monthly Saturday coffee morning open to all. It seeks to support the local community and is well attended by them. This resumed again at the end of 2021, following stopping for a while during the covid-19 pandemic.

Toddlers: In October 2021, we launched our new parish toddler group, Little Roots. This runs on Tuesday mornings every week in term time, from 9-11 am.

Prayer Meetings Regular prayer meetings are monthly, usually on the 1st Tuesday of the month and other prayer events occur for specific purposes or times of need. There is a St. Mary's prayer group who meet on Monday mornings for pastoral prayer support of members of the church family.

Life groups Several life groups meet in the parish, either weekly or fortnightly.

Courses: During 2021 we ran the Prayer Course, the Bible course and Alpha in the parish.

Nursing Homes

Monthly services are run at Rosedean, Montclair and Banstead Manor Nursing homes and Alex visits for pastoral and other meetings at additional times.

The Parish of Nork with Burgh Heath

Schools

Links with the Warren Mead schools and Aberdour Prep and Pre-Prep have continued, albeit struggling with online alternatives to being in person for much of 2021. Alex continues to be one of the Governing Body members for both Warren Mead Infant and Junior schools. Assemblies (which Alex takes on a regular basis) are due to resume soon, as are visits by the schools to the churches – all as covid and school regulations allow.

Charities

Regular foodbank collections have been an important part of 2021, supporting the Epsom & Ewell foodbank and the parish collected 78 boxes for Operation Christmas Child in November.

Banstead Five

The Parish of Nork with Burgh Heath is a member of the Banstead Five, a group of local churches seeking to serve the area of Banstead together.

Plans for future periods

The PCC and the Standing Committee regularly review the activities and programmes in place throughout the parish to seek to ensure the stated aims and objectives are met.

Responsibilities of the PCC

The PCC is responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the church and of the incoming resources and application of resources of the church for that period. In preparing these financial statements, the PCC is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in business.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that the financial statements comply with the Charities Act 2011, the Church Accounting Regulations 2006 and the Accounting by Charities Statement of Recommended Practice. The PCC is also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examination of the Accounts

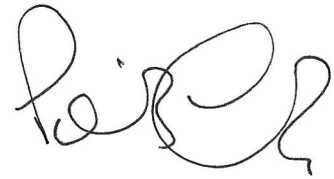
A resolution to appoint an Independent Examiner will be put to the forthcoming Annual Parochial Church Meeting.

The Parish of Nork with Burgh Heath

On behalf of the PCC

Alex Stevens

Alex Stevens
Vicar
Date:



Piers Clark
Treasurer

The Parish of Nork with Burgh Heath

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF ST PAUL'S NORK WITH ST MARY'S BURGH HEATH

I report on the financial statements of the PCC for the year ended 31 December 2021.

Respective responsibilities

The PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The Act) and that an independent examination is needed.

It is my responsibility

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

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records and a comparison of the accounts with those records and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no 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 s130 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.

Mary E Ryan 23/4/22

Mary Ryan FCCA DChA
Ark Accountancy
31 Cheam Road, Ewell
Epsom, Surrey
KT17 1QX

The Parish of Nork with Burgh Heath

STATEMENT OF FINANCIAL ACTIVITIES For the year 1 January 2021 to 31 December 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Income and endowments					
<i>Donations</i>	2(a)	107,331	0	107,331	96,327
<i>Other trading Activities</i>	2(b)	17,762	17,400	35,162	28,900
<i>Investments</i>	2(c)	1,299	0	1,299	160
		126,392	17,400	143,792	125,387
<i>Charitable activities</i>	2(d)	12,105	0	12,105	12,552
Total operating income		138,497	17,400	155,897	137,939
Expenditure					
<i>Charitable activities</i>	3	168,448	29,173	197,621	144,373
Total operating expenditure		168,448	29,173	197,621	144,373
Net Operating (expenditure)/income		(29,951)	(11,773)	(41,724)	(6,434)
Gross transfers between funds		0	0	0	0
Net movement in funds		(29,951)	(11,773)	(41,724)	(6,434)
Funds brought forward at 1 January 2021		249,714	424,348	674,062	680,496
Funds carried forward at 31 December 2021		219,763	412,575	632,338	674,062

The Parish of Nork with Burgh Heath

BALANCE SHEET AT 31 DECEMBER 2021

		31 December 2021	31 December 2020
	Note	£	£
FIXED ASSETS			
<i>Tangible Fixed Assets</i>	5	411,720	411,720
CURRENT ASSETS			
<i>Accounts Receivable</i>	6	1,290	138
<i>Debtors – Reserves at St Paul’s Howell Hill</i>	6	0	0
<i>Other Debtors</i>	6	2,238	2,754
<i>Accrued Gift Aid</i>	6	6,331	10,725
<i>Fixed term deposits</i>		0	150,000
<i>Short term deposits</i>		212,526	85,427
<i>Cash at bank and in hand</i>		9,050	13,822
LIABILITIES			
<i>Amounts falling due within one year</i>		10,817	524
<i>Amounts received in advance</i>		0	0
NET CURRENT ASSETS		632,338	674,062
TOTAL ASSETS LESS CURRENT LIABILITIES		632,338	674,062
NET ASSETS		632,338	674,062
FUNDS			
<i>Unrestricted</i>	8, 9	219,763	249,714
<i>Restricted</i>		412,575	424,348
		632,338	674,062

The notes on pages 13 to 22 form part of these accounts

Approved by the Parochial Church Council on

Alex Stevens

Alex Stevens
(Vicar)

and signed on its behalf by

Piers Clark

Piers Clark
(Treasurer)

The Parish of Nork with Burgh Heath

STATEMENT OF CASH FLOWS

For the year 1 January 2021 to 31 December 2021

	£
Cash flows from operating activities	
<i>Net Cash provided by operating activities</i>	(22,203)
Cash flows from investing activities	
<i>Interest receivable</i>	1,324
Net cash provided by investing activities	1,324
Change in cash and cash equivalents in reporting year	(27,673)
Cash and cash equivalents at the beginning of the year	249,249
Cash and cash equivalents at the end of the year	221,576
Classified on the Balance Sheet as:	
<i>Short term deposits</i>	212,526
<i>Cash at bank and in hand</i>	9,050
	221,576
Reconciliation of net income to net cash flow from operating activities	
Net income for the reporting year (as per the statement of financial activities)	(41,724)
Adjustments for:	
<i>Non-cash donations</i>	0
<i>Depreciation</i>	6,794
<i>Income from investing activities</i>	(1,324)
<i>(increase) decrease in debtors</i>	3,758
<i>increase (decrease) in creditors</i>	10,293
Net cash provided by operating activities	(22,203)

The Parish of Nork with Burgh Heath

Notes to the Financial Statements

For the year 1 January 2021 to 31 December 2021

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015 and updated March 2018) (Charities SORP (FRS 102)) and the Charities Act 2011

The financial statements have been prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

The financial statements have been prepared on a going concern basis. The trustees do not consider there to be any material uncertainties about the Charity's ability to continue as a Going Concern.

The charity meets the definition of a public benefit entity under FRS 102.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The purpose of any restricted fund is noted in the accounts.

The financial statements include all transactions, assets and liabilities for which the PCC can be held responsible in law. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC, except where specifically designated to a particular period by the donor.

Income tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is probable.

Other income

Rental income from the letting of church premises is accounted for when the rental is due.

Income from investments

Interest entitlements are accounted for as they accrue.

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued) For the year 1 January 2021 to 31 December 2021

1: ACCOUNTING POLICIES (continued)

Resources used

Expenditure is recognised when incurred.

Grants

Grants are accounted for when paid.

Activities directly relating to the work of the Church

The Diocesan parish share is accounted for when payable.

Lease rentals

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Pension costs

Contributions to pension schemes on behalf of staff members are accounted for when paid.

Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficial property is excluded from the accounts in accordance with s.10(2) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off.

Other land and buildings- See Note 5

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Fixtures and furniture are depreciated over 10 years.

Current Assets

Amounts owing to the PCC at 31 December 2021 in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectible.

Cash and cash equivalents include cash at banks and in hand and in short term deposits with a maturity date of three months or less.

Tax Status

As a charity, the PCC is exempt from paying Corporation Tax, but VAT is included in expenditure where relevant.

Financial Instruments

Debtors and Creditors receivable or payable within one year of the reporting date are carried at their transaction price.

The Parish of Nork with Burgh Heath

Notes to the Financial Statements For the year 1 January 2021 to 31 December 2021

2	INCOME FROM	Unrestricted	Restricted	TOTAL	TOTAL
		Funds	Funds	2021	2020
		£	£	£	£
2(a)	Donations				
	<i>Giving eligible for Gift Aid</i>	90,677	0	90,677	80,077
	<i>Income tax recoverable</i>	24,119	0	24,119	23,213
	<i>Other Giving and donations</i>	3,515	0	3,515	3,273
	<i>Property donations</i>	0	0	0	0
	<i>Less Transferred to Charitable Activities *</i>	(10,980)	0	(10,980)	(10,236)
		107,331	0	107,331	96,327
2(b)	Other trading activities				
	<i>Hall and Property Rentals</i>	17,737	17,400	35,137	28,900
	<i>Other trading income</i>	25	0	25	25
		17,762	17,400	35,162	28,900
2(c)	Investments				
	<i>Bank Interest and other income</i>	1,299	0	1,299	160
2(d)	Charitable activities				
	<i>Church Formal Events</i>	1,125	0	1,125	2,171
	<i>Events and Activities</i>	0	0	0	145
	<i>Add Transferred from Donations *</i>	10,980	0	10,980	10,236
		12,105	0	12,105	12,552
	TOTAL INCOME	138,497	17,400	155,897	137,939

* This consists of 10% of regular giving to the Parish of Nork with Burgh Heath plus the associated Gift Aid plus any other amounts which the PCC may allocate from general giving.

The Parish of Nork with Burgh Heath

Notes to the Financial Statements

(continued)

For the year 1 January 2021 to 31 December 2021

3 EXPENDITURE ON	Unrestricted	Restricted	TOTAL	TOTAL
	Funds	Funds	2021	2020
	£	£	£	£
Charitable activities				
Grants made in furtherance of the PCC's objectives				
<i>Specific Charities, Mission agencies and partners</i>	19,949	600	20,549	12,795
<i>Costs in relation to specific missional activities</i>	0	0	0	0
	19,949	600	20,549	12,795
Ministry costs				
<i>Parish Share</i>	72,818	0	72,818	67,693
<i>Ministry/Workshop Costs</i>	2,483	0	2,483	4,093
<i>Travel and subsistence</i>	295	0	295	403
<i>Refreshments and events costs</i>	903	0	903	897
	76,499	0	76,499	73,086
Church Running Costs				
<i>Rents</i>	25	0	25	0
<i>Heat, Light and Rates</i>	11,903	0	11,903	10,711
<i>Insurances</i>	6,305	499	6,804	5,548
<i>Cleaning and Servicing</i>	1,569	1,326	2,895	3,365
<i>Maintenance</i>	30,790	2,374	33,164	15,742
<i>Depreciation</i>	6,794	0	6,794	0
	57,386	4,199	61,585	35,366
Support Costs				
<i>Staff costs</i>	0	21,239	21,239	-350
<i>Office costs</i>	7,590	0	7,590	7,123
<i>Audit and Accountancy</i>	5,300	0	5,300	4,910
<i>Legal and Professional Fees</i>	1,398	3,135	4,533	11,398
<i>Bank Charges</i>	326	0	326	45
	14,614	24,374	38,988	23,126
TOTAL EXPENDITURE	168,448	29,173	197,621	144,373

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued) For the year 1 January 2021 to 31 December 2021

4 STAFF COSTS

	£
Salaries	20,770
Social Security Costs	0
Pension Costs	386
Other Staff Costs	83
	<hr/> 21,239 <hr/>

- (a) The stipend of a vicar is paid by the Church Commissioners and the parish pays for the stipend through the parish share system. Social Security costs are NIL because the parish benefits from the relief given by HMRC to small businesses.
- (b) The parish employs two members of staff. A Cleaner and an Operations Manager (Michelle Cahill, on a 40 hour weekly basis, employed since 6th April 2021).
- (c) Key management personnel have included the Trustees, and the Vicar referred to in (a) above. Other than the parish share (£72,818) no payments were paid in respect of key management personnel. No remuneration was received by the Trustees, though some expenses were reimbursed to the clergy and others who purchased items for use in parish ministries.
- (d) The PCC is very reliant on volunteers to carry out all its activities. It is impossible to place any monetary value on their valuable contribution.

The Parish of Nork with Burgh Heath

Notes to the Financial Statements

(continued)

For the year 1 January 2021 to 31 December 2021

5 FIXED ASSETS FOR USE BY THE PCC

	Property	Plant & Machinery	Total £
GROSS BOOK VALUE			
At 1 January 2021	411,720	688	412,408
Additions	0	6,794	6,794
At 31 December 2021	<u>411,720</u>	<u>7,482</u>	<u>419,202</u>
DEPRECIATION			
At 1 January 2021	0	688	688
Charge for the year	0	6,794	6,794
At 31 December 2021	<u>0</u>	<u>7,482</u>	<u>7,482</u>
NET BOOK VALUE			
At 31 December 2020	<u>411,720</u>	<u>0</u>	<u>411,720</u>
At 31 December 2021	<u>411,720</u>	<u>0</u>	<u>411,720</u>

Consecrated land and buildings and moveable church furnishings are excluded from the accounts in accordance with s.10(2) of the Charities Act 2011.

The parish owns a church hall, with garage, which is built on land belonging to the PCC, adjacent to St Paul's Church, and registered at the Land Registry to the Guildford Diocesan Board of Finance as Custodian Trustee. This property has not historically been included within the formal accounts of the Parish as these were prepared on the 'Receipts and Payments' basis. Since there is no intention to change the use of the land and buildings no formal valuation has been made at this time for inclusion in the Balance Sheet.

A residential property, 19 Ballards Green, Burgh Heath, is included in the PCC accounts at cost.

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued)

For the year 1 January 2021 to 31 December 2021

6 DEBTORS

	31 Dec 2021	31 Dec 2020
	£	£
Accounts receivable	1,290	138
Income tax recoverable	6,331	10,725
Reserve amounts due from Parish of St Paul, Howell Hill	0	0
Prepayments and other debtors	2,238	2,754
	<u>9,859</u>	<u>13,617</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 Dec 2021	31 Dec 2020
	£	£
Accounts Payable	7,178	108
Receipts in Advance	0	0
Other Taxation and Social Security	696	-84
Other Creditors	2,943	500
	<u>10,817</u>	<u>524</u>

The Parish of Nork with Burgh Heath

Notes to the Financial Statements

For the year 1 January 2021 to 31 December 2021

8 FUND DETAILS

UNRESTRICTED FUNDS

	General Fund	Repairs & Maintenance Fund	St Paul's Development Fund	St Marys Fit for Mission & Vision Fund	Missional purposes Fund	TOTAL
	£	£	£	£	£	£
Balance at St Paul's, Nork at 1 January 2021	70,698	0	62,709	0	0	133,407
Balance at St Paul's, Howell Hill at 1 January 2021 attributable to St Mary's Burgh Heath	36,666	5,774	0	34,044	21,976	98,460
Surplus Fund as at 1 January 2021	17,847	0	0	0	0	17,847
Surplus (Deficit) for the year to 31 December 2021	(5,207)	(5,774)	0	0	(18,970)	(29,951)
Balance at 31 December 2021	120,004	0	62,709	34,044	3,006	219,763

RESTRICTED FUNDS

	Vicar's Discretionary Fund	Property Income Fund	Fixed Asset Fund	TOTAL RESTRICTED	ALL FUNDS TOTAL
	£	£	£	£	
Balance at 1 January 2021	1,071	11,557	411,720	424,348	674,062
Surplus (Deficit) for the year to 31 December 2021	(600)	(11,173)	0	(11,773)	(41,724)
Balance at 31 December 2021	471	384	411,720	412,575	632,338

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued) For the year 1 January 2021 to 31 December 2021

9 ANALYSIS OF NET ASSETS BY FUND

	As at 31 December 2021			As at 31 December 2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Tangible fixed assets	0	411,720	411,720	0	411,720	411,720
Debtors	9,859	0	9,859	13,617	0	13,617
Short term deposits	211,671	855	212,526	72,799	12,628	85,427
Fixed term deposit	0	0	0	150,000	0	150,000
Cash at bank and in hand	9,050	0	9,050	13,822	0	13,822
Creditors: amounts due in less than one year	(10,817)	0	(10,817)	(524)	0	(524)
Fund balance	219,763	412,575	632,338	249,714	424,348	674,062

The Parish of Nork with Burgh Heath

Notes to the Financial Statements (continued)

For the year 1 January 2021 to 31 December 2021

10 RELATED PARTY TRANSACTIONS

The Guildford Diocesan Board of Finance Limited acts as custodian trustee in respect of the properties beneficially owned by the PCC (see note 5 for details).

During the year the PCC paid parish share to the Guildford Diocesan Board of Finance Limited amounting to £72,818.