

Parochial Church Council of the Ecclesiastical Parish of Frimley Green and Mytchett

Trustees Annual Report for 2023 Financial Year

1. Aim and Purposes

St Andrew's Frimley Green and Mytchett Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent - Reverend Suresh Menon – to promote in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic and social.

The PCC and the Churchwardens are also specifically responsible for the maintenance of the Church Building, Hall, Church Room and grounds of St Andrews Frimley Green & Mytchett.

2. Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our church family at St Andrews. Our services and worship put faith into practice through prayer, scripture and music.

When planning our activities for the year, the Incumbent and PCC have considered the Charity Commission's guidance on public benefit, particularly the specific guidance for charities on the advancement of religion.

We try to enable ordinary people to live out their faith as part of our church family through:

- Worship and prayer;
- Learning about the gospel and developing their knowledge and trust in Jesus through the preaching and teaching of the Bible;
- Provision of pastoral care for people living in the parish;
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of our Church Building and its Church Hall and Church Room.

We would like to thank all the volunteers who work so hard to make our church the community it is.

The PCC's objectives and planned activities for 2024 remain as described above.

3. Achievements and Performance

Worship and Prayer

The PCC offer a range of services on a Sunday alongside Bible study and other groups during the week and over the course of the year the church community finds these both beneficial and spiritually fulfilling.

All are welcome to attend our regular services. At present there are 98 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October was 68 adults and 19 under 16s.

As well as regular services, we hold weddings, funerals and baptisms throughout the year. An extended mission weekend was held in February 2023 which provided opportunities to share the gospel with guests and encouragement to the church family.

Deanery Synod

Two members of the PCC sat on the Deanery Synod during 2023. This provided the PCC with a link between the parish and the wider structure of the Church of England.

The Church Building and Church Hall

Regular maintenance and repairs have been carried out as necessary. Several minor non-urgent works identified in the last Quinquennial inspection (October 2022) have been addressed. The windows in the Church Hall have been resealed.

A CCTV camera has been installed following a break-in. A CCTV policy has been adopted by the PCC and the CCTV camera is regularly monitored.

The mould reported in previous years on the Church Building roof has improved but continues to be an issue. The Church Building roof will continue to be monitored and the Church Building kept at the recommended temperature.

Several leaks have been noticed coming from the roof in the Church Hall, including a significant leak into the kitchen. The Quinquennial inspector commented that the roof has exceeded its intended life and therefore may need to be replaced. This situation needs to be monitored and investigated further. Rectifying these leaks will not be easy because of the construction of the roof. Replacing the Church Hall roof would be a significant expenditure.

Pastoral Care

Our activities normally include:

- Baby and toddler group for pre-school children;
- Friday coffee morning for anyone who wants to attend;
- Youth Worship Band practice;
- Work in local schools;
- Sunday afternoon teas for the elderly;
- 3 x Sunday children's groups for all ages (taking place during our Sunday service);
- Midweek Bible study groups for members of the church family.

4. Financial Review

Finance summary

Total receipts on unrestricted funds were £151,498.84.

£80,838 was spent on the Parish Share together with £3,102 spent on capital projects.

Salaries were £29,206.48.

Reserves Policy

Free reserves as at 31 December 2023 were £117,299.60. It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to at least three months' unrestricted payments, equivalent to £30,000. The current level of free reserves is above the reserves level because of future anticipated capital expenditure.

It is PCC policy to invest funds with the CBF Church of England Deposit Fund.

5. Structure, governance and management

Function of PCC

The Parochial Church Council is a corporate body established by the Church of England. The general functions of the PCC are stated within section 2 of the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Andrew's the membership of the PCC consists of the Incumbent, Churchwardens, Treasurer and elected members from the Church's electoral roll. All those who attend the church and who are on the electoral register are encouraged to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish with particular regard to deciding on how the funds of the PCC are spent.

PCC members

The full PCC currently meets at least six times during the year. The names of those who served on the PCC during 2023 are:

Reverend Suresh Menon - Incumbent
Andrea Timms – Chairman/Churchwarden/Deanery Synod
Lynne Ferguson – Treasurer/Churchwarden/Deanery Synod
Margaret Nelson (until March 2023)
Jody Davies (until September 2023)
Sarah Hawton
Geoff Silk
Jonathan Hayles

Those invited to attend PCC meetings but not entitled to vote:

Louise Silk – PCC Secretary
Rohan Mohanty – Children and Youth Worker

Standing Committee

In addition to the PCC, as required by law the church has a Standing Committee appointed by the PCC. This Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee is composed of:

Rev Suresh Menon
Andrea Timms
Lynne Fergusson
Jonathan Hayles
Geoff Silk

Safeguarding

The Parish Safeguarding Officer is Emma Jackson. She is responsible for ensuring St Andrew's complies with the Parish Safeguarding Handbook and all other safeguarding requirements. The Parish Dashboard is regularly updated to monitor safeguarding requirements, including volunteer safeguarding training. Rohan Mohanty is responsible for ensuring that a Disclosure and Barring Service search is conducted before anyone is able to work with children and vulnerable adults in the church.

Health and safety

Andy Blake was Health & Safety Officer during 2023. He worked with the Churchwardens to assess and implement health and safety measures. Risk assessments are reviewed annually.

Risk management

The PCC actively considers and mitigates potential risks and uncertainties facing St Andrew's. St Andrew's annual risk assessments are completed to mitigate health and safety risks. Financial procedures are in place to mitigate any misappropriation of funds. Insurance is in place for fire and theft, and CCTV cameras have been recently installed. All volunteers with children, youth and vulnerable adults are screened, including DBS checks. As set out in 'Promoting A Safer Church', activities are structured in a way that minimise the potential for abuse or allegations of abuse to arise. The PCC reviews financial giving as compared to expenditure and reserve levels at every PCC meeting to monitor the potential risk of future financial difficulties.

6. Administrative Information

St Andrew's is situated in Frimley Green, Surrey. It is part of the Diocese of Guildford within the Church of England. The correspondence address is Sturt Road, Frimley Green, Surrey, GU16 6HY. St Andrew's registered charity number is 1183470.

The independent examiner is Mrs JR Calhau, Jays Nest, 2B Rorkes Drift, Mytchett, Camberley, Surrey GU16 6EQ.

The Church's bank account is held with Santander Business Banking Operations, Sunderland, SR43 4FW

Approved and signed at the APCM on 22 May 2024 by the Incumbent, Reverend Suresh Menon

St Andrews Church, Frimley Green & Mytchett

Financial Statements for Year ended 31 December 2023

Statement of Financial Activities

	Note	2023	2022
Income			
Charitable Act - Bookstall		196.39	153.10
Charitable Act - Coffee receipts		0.00	3.90
Charitable Act - Events		2,277.26	323.54
Charitable Act - Hall Hire		6,373.98	4,323.00
Charitable Act - PCC Extra		2,001.00	1,987.00
Charitable Act - PCC Statutory		2,010.00	2,746.39
Charitable Act - Pre-school Group		202.00	430.00
D & L - Amazon		30.62	32.72
D&L - Collections		6,601.57	7,207.20
D&L - Easy fundraising		233.21	279.79
D&L - Flowers		163.00	(36.01)
D&L - Gift Aid planned giving		84,720.98	65,684.36
D&L - Grants		6,000.00	11,843.75
D&L - other planned giving		15,316.21	14,286.40
D&L - Tax recovered		23,004.67	18,141.75
Interest Income		2,367.95	774.49
Total Income		151,498.84	128,181.38
Other Trading Activities			
Fund Raising		-	-
Expenditure			
Raising Funds		-	-
CP - Church major repairs		990.00	1,740.00
CP - Other major repairs	(1)	2,112.00	2,730.00
Expenses - Events		2,909.69	405.13
Expenses - Grants		3,998.64	4,498.64
Expenses - Parish Share		80,838.00	79,557.00
Insurance		2,308.99	2,332.84
IT Software and Consumables		559.62	72.00
Light, Power, Heating		8,846.15	2,480.25
Pensions Costs		0.00	625.00
Printing & Stationery		791.26	14.39
RC - Administration		0.00	729.28
RC - Church Services		793.00	405.05
RC - Literature		110.72	184.74
Repairs & Maintenance		2,026.54	1,229.57
S&H - Administrator		3,456.40	2,599.20
S&H - Pension Costs		750.00	0.00
S&H - Youth Worker		25,000.08	20,833.40
Sundries		2,266.26	1,642.66
Telephone & Internet		517.07	471.38
Water bills		490.14	189.09
Total Expenditure		138,764.56	122,739.62
Movement in Funds		12,734.28	5,441.76

Balance Sheet as at 31 December 2023

St Andrew's Church, Frimley Green & Mytchett

	Note	31DEC2023	31DEC2022
Current Assets			
Cash at bank and in hand			
Deposit Account		78,449.57	66,085.04
St Andrews PCC		32,809.58	32,668.68
Total Cash at bank and in hand		111,259.15	98,753.72
Gift Aid Due from HMRC	(2)	6,340.45	6,219.98
Total Current Assets		117,599.60	104,973.70
Creditors: amounts falling due within one year			
Income in Advance		-	64.38
Income in Advance - Stipend		-	44.00
Income in Advance - Wedding Deposits		300.00	300.00
Total Creditors: amounts falling due within one year		300.00	408.38
Net Current Assets (Liabilities)		117,299.60	104,565.32
Total Assets less Current Liabilities		117,299.60	104,565.32
Net Assets	(3)	117,299.60	104,565.32
Capital and Reserves			
Current Year Earnings		12,734.28	5,441.76
Retained Earnings		104,565.32	99,123.56
Total Capital and Reserves		117,299.60	104,565.32

Notes

1. Replacement of windows in Church Hall
2. HMRC Gift Aid – Tax refund
3. At 31st December 2023 the general fund contained £11,857.50 from the 2023 Gift Day

Independent Examiner's Report to the members/trustees of St Andrew's Church, Frimley Green & Mytchett Parochial Church Council

I report to the members/trustees of the Parochial Church Council of St Andrew's Church, Frimley Green & Mytchett ("the Trust") on my examination of the accounts for the year ended 31 December 2023.

Responsibilities and basis of report

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

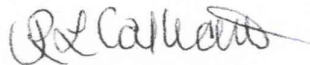
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 which give me cause to believe that in any material respect:

1. The accounting records were not kept in accordance with 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.



Mrs JR Calhau
Jays Nest
2B Rorkes Drift
Mytchett
Camberley
Surrey
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St Andrews Church, Frimley Green & Mytchett

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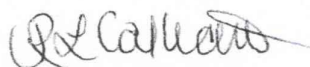
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