

**Trustees Annual Report  
and Financial Report of  
The Parochial Church Council  
of the Ecclesiastical Parish of Colgate and Roffey**  
*Registered Charity no. 1186553*

***For the year ended 31st December 2022***

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**The Parish Church of All Saints, Roffey**

All Saints Church, Crawley Road, Roffey RH12 4HF

**The Parish Church of St Saviour's, Colgate**

St Saviour's Church, Forest Road, Colgate RH12 4SZ

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Website: [www.allsaintsroffey.org.uk](http://www.allsaintsroffey.org.uk)

Incumbent: The Revd Fr. Russell J Staggs sc  
Roffey Vicarage, 1 Forest Oaks, Horsham RH13 6RX

Independent  
Examiner: Mrs Alison Styles

Bankers: CAF Bank Ltd,  
25 Kings Hill Avenue Kings Hill, West Malling, ME19 4JQ



# The Parish of Colgate and Roffey Trustees Annual Report for 2022

(Registered Charity no. 1186553)

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## ***Our aims and purposes as a charity***

The Parochial Church Council, hereafter referred to as the PCC has the responsibility of co-operating with the incumbent, the Revd Russell Stagg, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical
- Getting to know Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay
- Providing financial support those in need and to other organisations with similar objectives.
- Maintaining the churches of St Saviour's Colgate and the attached churchyard and All Saints Roffey and the associated Parish Room and grounds
- Working with Colgate Memorial Hall Trustees in the overseeing of the Hall.

## ***What we planned to do to achieve our charitable objectives***

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

The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

For this year we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our churches
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Putting faith into practice, through prayer, scripture, music, and sacrament
- Offering worship and prayer, learning about the Gospel, in small groups such as Lent Courses and Bibles study
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Providing assistance to the poor and needy of the parish
- Reaching out to the unchurched through the provision of the fundraising and social events including fêtes
- Maintaining the fabric of the church building as a historic centre and focus of life in the local community.

### ***What we achieved and how we affected beneficiaries' lives***

#### ***Attendance at worship***

Our churches welcome visitors from within as well as outside the parish boundary. It is our great pleasure to welcome people from all walks of life to take part in the life and worship of the church. We contend that voluntary attendance to worship the Lord Jesus Christ, is a major demonstration of the public benefit of our activities.

The average regular weekly attendance, counted during October was 70 adults and 11 children, with the number increasing on festival days such as Christmas, Easter and Harvest Festival. We continue to live-stream our 10am Mass on Sundays and our Wednesday mornings, which continue to be popular with an average of 30 people viewing each week.

Christmas is a very special time of celebration where many sections of the community come together to join in the services including 5 of our local primary schools using ours churches for their carol services.

#### ***Evangelism, outreach and activities***

It was with great delight we enable our community to celebrate and thank God at milestones of their journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services, family and friends express their grief and give thanks for the life which is now complete in this world and commend the person into God's keeping. Last year in the parish we have celebrated 17 baptisms, 5 weddings, 1 wedding blessing and 17 funerals in our churches.

In August we held a free Barbecue and fun afternoon for the community which was attended by a number of people from within the church family and beyond.

During the month of November, we held special services during which we offered prayer and gave thanks for the lives of loved ones who have died. On Remembrance Sunday, we held the annual act of remembrance at the war memorials in both churches and were joined by members of the community and representatives of North Horsham Parish Council and Colgate Parish Council respectively.

During the year our local Primary Schools have used our churches as part of their learning making use of our new children corner as learning zone. The churches has been used for a variety of lessons including RE, Art and English.

The parish fully embraces Social Media, having a website, Facebook page, Twitter, Youtube and Instagram accounts.

#### ***Provision of pastoral care for people living in the parish***

Pastoral care in the parish is lead by the Incumbent with the assistance of a trained ALM. They are responsible for visiting parishioners in their homes and in hospitals. He also visits our local retirement home where he celebrates Mass once a month.

#### ***Provision of tangible support to the poor and needy***

As a parish we work with Horsham Matters, the charitable arm of Churches Together in Horsham which provides for the poor and needy in our community. The work includes collecting food and other items for the local food bank. This year our Harvest collections were donated to Crawley Open House, a local homeless charity and The Horsham Food Bank.

The Incumbent has a discretionary fund which he has used over the past year to provide grants to help parishioners towards the cost of utilities, school uniforms and other items at his discretion.

#### ***Provision of the church building for people to enjoy***

It is important to us that our churches are available for private prayer not just to the church family but to the wider community. To this end our church building are open daily. This provides the community with an oasis of quietness where they can come and pray, light a candle or just spend time in quiet contemplation.

Our churches are also open for our local schools to use as both as places of worship and as an extra classroom. Over the past year all 8 primary schools in the parish have visited at least one of our churches. They have been used to enhance the teaching of English, Art, History, and RE lessons. In order to facilitate these visits we have created an education corner in All Saints Church.

#### ***Working with Volunteers***

Volunteers are important in making our churches the lively and vibrant communities they are. In particular, we want to mention our churchwardens who have worked tirelessly on our behalf in maintaining our church building and ensuring they are open daily; Our Treasurer, for all the hard work he puts in managing our finances.

There are so many who work hard to keep our church functioning, but especial thanks must go to all those who make sure our church is open daily; to those who keep the church clean and tidy for our worship; our Sacristan; our Flower fairies who skilfully decorate our church week by week; our Servers and Eucharistic Ministers, Readers and Intercessors and Authorised Lay Minister, who all add to the beauty and dignity of our worship. Thanks must also go those who plan and arrange our fundraising events without whom our finances would not be so healthy, and to those who count and bank our money week by week, to our sides people who make sure everyone receives a warm welcome, those who provide refreshments after our service and to those who help with our young people at the gam Mass and finally to all who serve on our PCC.

### ***Financial Review***

#### ***Incoming and outgoing resources***

The total receipts on general unrestricted funds received were £65,354 as are detailed in the Financial Report. Through our regular planned giving and other one off donations we recovered £3,078 in Gift Aid.

The PCC received a grant from Colgate Parish Council of £1000 towards the upkeep of the Colgate Churchyard and a grant of £12,700 for the Diocese of Chichester towards energy costs.

#### ***Sharing the ministry costs of the Diocese of Chichester***

The largest expenditure of the PCC was the sum of £48,000 paid to the diocese for our share of all churches' Parish Ministry Costs.

The total relates directly to the housing, support, stipend and pension costs of the clergy of this parish, training of new ordinands, a contribution to national church funds and, shared costs of the Christian family throughout the whole diocese, including assistance towards the upkeep of churches less able to manage than ourselves.

#### ***Staff costs***

The PCC pays a gardener who keeps the environs of the St Saviour's church welcoming, colourful and tidy and 2 organists.

#### ***Trustee payments and expenses***

The PCC also supported the clergy by paying Council Tax, Water and environmental charges for the Vicarage plus costs towards travel, hospitality, telephone, postage and broadband and office equipment.

### ***Why we hold some money in reserve***

It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately two months' worth of unrestricted payments as contingency against unforeseen situations.

As well as holding the above general reserves, from time to time the PCC receives restricted legacies and grants for expenditure on restricted purposes, defined by the donor or grant making authority. We aim to expend such money as soon as possible after receiving it depending on the specific objectives of the donor, which are detailed in the accounts.

### ***Management of risks and their mitigation***

The PCC has an ongoing task of reviewing the major risks which impact on the work of the churches in the parish. The usual electrical tests, fire extinguisher checks and lightning conductor tests have been carried out.

The PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the ongoing maintenance of the church buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of regular donors.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.
- Reliance upon the Diocese to continue to provide financial support whilst we work towards paying our full Parish Share for clergy ministry.
- The PCC seeks to manage these risks and uncertainties by regularly reviewing both finances and maintain our properties to a high standard and carries out the priority items of a quinquennial review in a timely manner.

Stewardship campaigns regularly take place to emphasis God's generosity to the congregation and encourage the congregation to respond to that generosity in their giving through time, talents and money, as they are able.

Given the historic financial deficits, the PCC have been working with the Deanery to reduce temporarily the amount of the expected parish share, but to increase this as financial circumstances allow.



### **Structure, governance and management of the charity**

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (*Powers*) Measure 1956.

During the year the following served as members of the Parochial Church Council:

#### **Ex Officio members:**

Incumbent:	The Reverend Father Russell Stagg SSC ( <i>Chairman</i> )
Associate Vicar:	The Reverend David Howland ( <i>Associate Vicar</i> )
Churchwardens:	Mr Brian Double ( <i>All Saints</i> )
	Miss Carol Barnes ( <i>All Saints</i> )
	Mr John Sired ( <i>St Saviour's</i> )
	Mrs Rosemary Lane ( <i>St Saviour's</i> )

#### **Elected members:**

Mr Johnny Armstrong  
Mrs Elsiedale Armstrong  
Mr Thomas Becker (*Treasurer*)  
Mrs Ruth Calvert (*Vice-Chairman*)  
Professor James Castle  
Mrs Wendy Double  
Mrs Sandy Garnham  
Mr Dain Garnham (*until September 2022*)  
Mrs Julie Jones  
Mr Martyn Lewis  
Mr Roger Ottley  
Mrs Elizabeth Rice  
Mr Randolph St Romaine  
Miss Emily Scott  
Mr Paul Williams (*PCC Secretary*)  
Mr Jamie Williams (*from April 2022*)  
Mr Michael Williams (*Electoral Roll Officer*)

#### **Deanery Synod:**

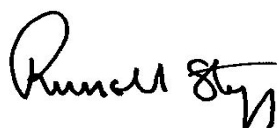
Mr Nicholas Brown (*until April 2022*)  
Ms Carolyn Scott

#### **In attendance:**

Mr Nicholas Brown (*from Nov 2022 as Parish Safeguarding officer*)

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (*the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church*), the churchwardens and members of the Deanery, Diocesan or General Synods and 16 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Fr. Russell Stagg ssc, PCC Chairman



Date: 25th April 2023



# The Parish of Colgate and Roffey Annual Financial Report for 2022

(Registered Charity no. 1186553)

## The Parish of Colgate (St Saviour's) and Roffey (All Saints)

### Summary of Financial Receipts and Payments

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	64,438	-	2,065	-	66,503	78,500	
Charitable activities	216	-	-	-	216	3,350	
Other trading activities	653	-	-	-	653	50	
Investments	31	-	598	-	628	114	
Other receipts	-	16	13,700	-	13,716	-	
<b>Total received</b>	<b>65,338</b>	<b>16</b>	<b>16,363</b>	<b>-</b>	<b>81,717</b>	<b>82,013</b>	3
<b>Expenditure on:</b>							
Cost of raising funds	-	-	-	-	-	-	
Charitable costs	77,168	-	3,591	-	80,758	70,217	
Trading costs	450	-	-	-	450	-	
Other payments	-	-	-	-	-	-	
<b>Total paid</b>	<b>77,618</b>	<b>-</b>	<b>3,591</b>	<b>-</b>	<b>81,208</b>	<b>70,217</b>	5
<b>Reconciliation of funds:</b>							
<b>Net income or (net expenditure)</b>	<b>(12,280)</b>	<b>16</b>	<b>12,772</b>	<b>-</b>	<b>508</b>	<b>11,796</b>	
Transfers between funds	-	-	-	-	-	-	
Transfers in from previous parishes	-	-	-	-	-	-	
<b>Net movement in funds</b>	<b>(12,280)</b>	<b>16</b>	<b>12,772</b>	<b>-</b>	<b>508</b>	<b>11,796</b>	
Bank accounts at 1 January 2022	35,526	848	47,058	-	83,432	71,636	
Bank accounts at 31 December 2022	23,246	864	59,830	-	83,941	83,432	

# Annual Financial Report for 2022

*The Parish of Colgate and Roffey* (Registered Charity no. 1186553)

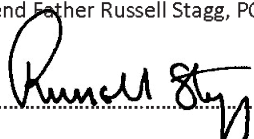
## The Parish of Colgate (St Saviour's) and Roffey (All Saints) Statement of Assets and Liabilities

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Assets:							
Bank current account	23,237	837	21,270	-	45,344	45,353	
Vicar's Discretionary Fund	-	27	-	-	27	11	
CBF Deposit Fund	8	-	38,560	-	38,569	38,068	
PCC - owned bank balance:	23,246	864	59,830	-	83,941	83,432	
Diocesan Assigned Fees received	445				445	1,065	
Total bank and deposit accounts	23,691	864	59,830	-	84,386	84,497	
Gift Aid recoverable	2,055	-	-	-	2,055	1,021	9
Debtors	£2,055	-	-	-	£2,055	1,021	
CBF Investment Fund shares	-	-	-	3,265	3,265	3,700	
Investment assets at market value	-	-	-	£3,265	£3,265	3,700	
Total assets	25,746	864	59,830	3,265	89,705	89,218	
Liabilities:							
Unpaid Diocesan fees for weddings/funerals	445	-	-	-	445	1,065	
Accruals	-	-	-	-	-	-	
Total liabilities	445	-	-	-	445	1,065	

This Financial Report for the period ended 31st December 2022, including the notes following, was

**Approved** by the PCC and signed on its behalf by

The Reverend Father Russell Stagg, PCC Chairman:



Date 25th April 2023

# Annual Financial Report for 2022

*The Parish of Colgate and Roffey* (Registered Charity no. 1186553)

## The Parish of Colgate (St Saviour's) and Roffey (All Saints)

### Notes to the Annual Financial Report

- 1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- 2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.
- 3 Analysis of total received:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	45,628	-	-	-	45,628	45,016	
Cash collections	15,000	-	-	-	15,000	8,256	
Gift Aid recovered	3,078	-	-	-	3,078	6,529	
Special appeals	-	-	65	-	65	1,660	
100 Club income	-	-	-	-	-	15	
Camera (online streaming)	-	-	1,000	-	1,000	-	4
Summer BBQ	-	-	-	-	-	1,998	
Summer	-	-	-	-	-	-	
Legacies	733	-	-	-	733	15,026	5
Parish Hall	-	-	1,000	-	1,000	-	6
Horsham Foodbank appeal	-	-	-	-	-	-	
<b>Donations and legacies</b>	<b>64,438</b>	<b>-</b>	<b>2,065</b>	<b>-</b>	<b>66,503</b>	<b>78,500</b>	
Fees for weddings & funerals	216	-	-	-	216	3,350	
<b>Charitable activities</b>	<b>216</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>216</b>	<b>3,350</b>	
Parish Magazine Advert income	-	-	-	-	-	50	
Sale of bric-a-brac	-	-	-	-	-	-	
Sale of roof lead	-	-	-	-	-	-	
Craft Sale	-	-	-	-	-	-	
Christmas Fair	-	-	-	-	-	-	
Summer Fete	653	-	-	-	653	-	
<b>Other trading activities</b>	<b>653</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>653</b>	<b>50</b>	
Bank & CBF deposit interest	31	-	501	-	531	20	
nt CBF investment fund dividend	-	-	97	-	97	94	
<b>Investments</b>	<b>31</b>	<b>-</b>	<b>598</b>	<b>-</b>	<b>628</b>	<b>114</b>	
Insurance Claims	-	-	-	-	-	-	
Cash Funding	-	16	-	-	16	-	
Grants	-	-	13,700	-	13,700	-	7
<b>Total received on all funds</b>	<b>65,338</b>	<b>16</b>	<b>16,363</b>	<b>-</b>	<b>81,717</b>	<b>82,013</b>	

4 The parish received a donation of £1,000 for the purchase of a new camera for online -streaming at All Saints.

5 The Parish received one legay at the beginning of 2022. The legacy was received from the estate of Mrs M Stills and was unrestricted.

6 The Parish received a donation of a £1,000 towards the 'Parish Hall' Fund.

7 The parish was the recipient of two grants in 2022. In March, the parish received a grant for £1,000 from Colgate parish council towards the cost of maintaining Saint Saviours' churchyard. We also successfully applied for engery cost support from the Diocese of Chichester and received a grant of £12,700 in December.

# Annual Financial Report for 2022

*The Parish of Colgate and Roffey* (Registered Charity no. 1186553)

## The Parish of Colgate (St Saviour's) and Roffey (All Saints)

### Notes to the Annual Financial Report

5 Analysis of total paid:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
	-	-	-	-	-	-	
<b>Cost of raising funds</b>	-	-	-	-	-	-	
<i>Children Society</i>	-	-	-	-	-	-	
<i>Parish share to Chichester Diocese</i>	48,000	-	-	-	48,000	36,000	8
<i>Clergy expenses</i>	5,165	-	-	-	5,165	4,594	10
<i>Salaries and honoraria incl NI</i>	-	-	-	-	-	0	
<i>Vicarage expenses</i>	2,343	-	-	-	2,343	1,909	
<i>Worship costs</i>	1,990	-	-	-	1,990	1,203	
<i>Church music costs</i>	5,332	-	-	-	5,332	3,129	
<i>Church insurance</i>	4,663	-	-	-	4,663	4,492	
<i>Water, Gas, Electricity, and Oil</i>	471	-	2,792	-	3,263	5,481	11
<i>Printing &amp; photocopying</i>	1,245	-	-	-	1,245	708	
<i>Hospitality</i>	149	-	-	-	149	326	
<i>Church maintenance</i>	5,639	-	-	-	5,639	3,619	12
<i>Church Broadband</i>	494	-	-	-	494	393	
<i>Miscellaneous expenses</i>	1,679	-	799	-	2,478	8,364	
	-	-	-	-	-	0	
<b>Charitable costs</b>	<b>77,168</b>	-	<b>3,591</b>	-	<b>80,758</b>	<b>70,217</b>	
<i>Summer fete expenses</i>	450	-	-	-	450	0	
<i>Parish magazine printing</i>	-	-	-	-	-	0	
<b>Trading costs</b>	<b>450</b>	-	-	-	<b>450</b>	<b>0</b>	
	-	-	-	-	-	0	
<b>Other payments</b>	-	-	-	-	-	0	
	-	-	-	-	-	-	
<b>Total paid on all funds</b>	<b>77,618</b>	-	<b>3,591</b>	-	<b>81,208</b>	<b>70,217</b>	

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The average parish ministry cost in 2022 with a full time stipendiary is £76,967. The Parish paid a share in 2022 of £48,000 towards these cost.

9 Gift Aid recoverable is for donations received in Q3 and Q4 2022. Gift aid claim forms were submitted to HMRC for both quarters in January & February 2023 and the Parish is waiting a refund of £2,055.

10 Payments to Trustees: Payments were made to B Double, C Scott, Fr R Stagg, T Becker and J St. Romaine for reimbursing expenses incurred on behalf of the PCC.

11 The Parish incurred energy cost for gas and electricity of £2,792 which were allocated to the 'Energy Cost' fund.

12 The Parish incurred repair cost for the roof at All Saints parish hall of £3,000.

# Annual Financial Report for 2022

*The Parish of Colgate and Roffey* (Registered Charity no. 1186553)

## The Parish of Colgate (St Saviour's) and Roffey (All Saints)

### Notes to the Annual Financial Report

#### 11 Statement of funds

	Balances b/fwd	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31-Dec-22
	£	£	£	£	£
Gage & Grahame White Grave Fund	3,700	-	-	(436)	3,265
<b>Total of all endowed funds</b>	<b>3,700</b>	<b>-</b>	<b>-</b>	<b>(436)</b>	<b>3,265</b>
Gage & Grahame White Grave Fund	535	97	-	-	632
Special Collections	0	1,065	(302)	-	763
Legacies	1,500	-	-	-	1,500
St Saviours Fabric Fund	10,918	134	-	-	11,052
St Saviours Roof Fund	1,804	-	-	-	1,804
All Saints Restoration Fund	4,870	64	-	-	4,934
All Saints Parish Hall Fund	23,070	1,303	-	-	24,373
All Saints Sound System	(0)	-	-	-	(0)
Grants	4,360	13,700	(3,288)	-	14,772
<b>Total of all restricted funds</b>	<b>47,058</b>	<b>16,363</b>	<b>(3,591)</b>	<b>-</b>	<b>59,830</b>
General Fund	35,526	65,338	(77,618)	-	23,246
Noah's Ark	413	-	-	-	413
Open Door	424	-	-	-	424
Vicar's Discretionary Fund	11	16	-	-	27
<b>Total of all unrestricted funds</b>	<b>36,374</b>	<b>65,354</b>	<b>(77,618)</b>	<b>-</b>	<b>24,110</b>
<b>Total funds</b>	<b>87,132</b>	<b>81,717</b>	<b>(81,208)</b>	<b>(436)</b>	<b>87,205</b>

The Gage and Grahame White Grave Fund is an endowment and the income is in a restricted fund to be used for the upkeep of the grave.

The restricted funds include: the All Saints Restoration Fund and St Saviours Fabric Fund, which holds funds for the upkeep of the respective churches; St Saviours Roof Fund which is restricted for use on St Saviour's Church roof; special collections made for various charities and the All Saints Parish Hall Fund which is held for the development of the Parish Hall. In 2022 we opened two new restricted funds: a 'Energy Cost' fund of £12,700 funded through a grant from the Diocese and a 'Colgate churchyard maintenance' fund of £1,000 paid for by the local parish council. Both funds are reported as restricted. Restricted funds are not invested permanently, but are to be spent within reasonable timescales.

The PCC has designated the net income collected at Noah's Ark and Open Door to be set aside for their respective uses. No additional donations were received for both funds in 2022 as all activities were suspended until further notice. The Parish organised a summer BBQ where £653 were collected towards the General Fund. The fund also benefited from a legacy of £733.



### Independent Examiner's Report to the PCC of Colgate and Roffey for the Year Ended 31<sup>st</sup> December, 2022

#### Section A

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of Colgate and Roffey on the annual report for the year ended 31<sup>st</sup> December 2022.

#### Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

#### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the (brackets) if they do not apply*

#### Examiner's signature



#### Examiner's name CAPITALS

...ALISON STYLES.....

#### Date Relevant professional qualification(s) or body if any

...18<sup>th</sup> May 2023

...FCMA.....

#### Examiner's address

...3 Oldbury Close, Horsham, RH12 5JZ.....



# Annual Financial Report for 2022

*The Parish of Colgate and Roffey* (Registered Charity no. 1186553)

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