



Friends of the Church of St. John the Evangelist, Merrow

Trustees' Annual Report for the period from 1st April 2022 to 31st March 2023

Registered name and number with the Charity Commission for England and Wales:

The Friends of the Church of St John the Evangelist, Merrow, hereinafter referred to as FoStJ is a Charitable Incorporated Organisation (CIO), registration number 1189324.

Principal address:

222 Epsom Road,
Merrow,
Guildford,
GU4 7AA

Stated objectives and activities

To advance the Christian religion for the public benefit by the restoration, preservation, repair, maintenance, improvement and beautification of the Parish Church of St. John the Evangelist, Merrow in the diocese of Guildford (hereinafter called 'the Church') and of the monuments, fittings, fixtures, stained glass, furniture, ornaments and chattels in the church, churchyard and church hall belonging to the Church and the Village War Memorial situated in the churchyard, in particular the CIO will make grants of money and gifts of other property to the Parochial Church Council of the Parish of St. John the Evangelist, Merrow, exclusively for the purpose of the said objects, and generally assist those responsible for the care and maintenance of the church.

Achievements over the year

Another year goes by. This review marks a number of achievements over the period. The year kicked off with FoStJ taking the lead on behalf of the village community to raise funds for the restoration of the village War Memorial situated in the grounds of the St. John's churchyard in late June. Erected and dedicated in 1920 it bears the inscription This cross was erected by the people of Merrow in memory of the men of the village, who, gave their lives in the Great War, 1914-1918. The names of those who died during the Second World War were added after 1945. The Memorial was cleaned and repaired in 2002 but storm Eunice, in February 2022, unfortunately brought down the pillar and cross. Repairs costs were estimated at £4,068 which would enable the Memorial to be repaired for Remembrance Day 2022.



Figure 1 War memorial after restoration.

Financial support from Merrow community and Church members was incredible with well over 60 donations including a contribution from Guildford Borough Council of a 'Matched Funding' donation of £1,700 in recognition of the wide and very generous local support for the project. This meant that the cost target was reached by the end of August with a small surplus to allow for cleaning of the Memorial. The final total raised for repair and ongoing maintenance was over £5,900!

We continued to focus our fund-raising efforts on our "Save Our Stones" campaign to address the stonework around the belfry louvre openings on the east and west sides of the Church tower, which was spalling and flaking off, presenting a real H&S risk. Repairs requiring removing old and rusted iron fixings

and tie bars and fitting new stainless-steel fixings; the extraction of spalled stonework ready to receive new stonework; and the cutting, carving and fitting of new stonework, were costed at approximately £5,500.



Figure 2 Damaged stonework requiring urgent attention.

We reprised our highly successful Wine Tasting evening on the 19th November 2022 once again led by Shaun Parry-Jones. This evening raised £374.79 after costs.

Drawing a line under our previous funding campaigns which were now completed, our second event of the year, our Quiz Night on the 17th March 2023 with Peter O'Donoghue as quiz master raised funds for the general restoration and repair of the Church and churchyard. Building on the successful formula of this event from of the previous year this quiz raised £936.68 after costs. In addition, during this increasingly busy year, we raised a further £317.81 towards general funds, of which £168.53 was generated from membership subscriptions.

Throughout the year the FoStJ management committee comprised of trustees and co-opted Membership Secretary has met regularly to oversee fund raising activities and compliance with Charity Commission regulations.

Our overall financial position (see the detail below), demonstrates an active year which builds on our previous full year. Total gross funds raised amounted to £9,878 over the twelve months (£3,595 in 2021/22). Since FoStJ was formed in May 2020 a total of £14,000 has been raised from a combination of membership subscriptions,

donations and funds raising from charity events. After fundraising costs are deducted a total of over £12,100 has been retained to be passed on to St. John's. Banked funds by the end of the period stood at £437.32 (prior year £2,601) which takes in account the handing over to St John's PCC cheques for the sum of £8,072.47 to support our chosen causes which collectively seek to maintain and improve upon our church building and churchyard here in Merrow.

Financial review

In accordance with Commission regulations and guidelines the financial results for FoStJ for the period from 1st April 2022 to 31st March 2023 have been prepared on a receipts and payments basis.

A summary of these results along with previous year figures is shown below:

	Restricted Funds		Unrestricted Funds		Total	
	2022/23	2021/22	2022/23	2021/22	2022/23	2021/22
	£	£	£	£	£	£
Receipts	2,691.06	3,274.70	7,186.86	319.96	9,877.92	3,594.66
Payments	1,551.28	(1,426.69)	7,889.32	(91.38)	9,440.60	(1,518.07)
Net	1,139.78	1,848.01	(702.46)	228.58	437.32	2,076.59

Total receipts comprised charitable donations, payments for events and membership subscriptions. An analysis of receipts for the year and last year is as follows:

	2022/23	2021/22
	£	£
Membership fees (Unrestricted)	232.31	204.96
General donations (Unrestricted)	1,431.75	115.00
Church Organ Appeal (Restricted)	299.04	1,358.69
Save our Stones (Restricted)	853.77	1,771.01
Church Bell Tower Restoration (Restricted)	30.02	145.00

War Memorial Restoration (Restricted)	6,004.03	
PCC concert (Unrestricted)	1,027.00	
Total	9,877.92	3,594.66

Membership fees represent the payment of 34 members. The charity received a total of £1,029.86 in Gift Aid over the financial year. This amount was allocated to the charity's fund-raising campaigns in accordance with original donor intentions.

Total payments made of £9,440.60 comprised charitable donations of £8,072.47 paid to St. John's PCC, transaction charges of £239.60 paid to Stripe, the charity's online payments platform, refunds of membership subscription overpayments of £10.00 and the total cost of running funds raising events of £1,128.53. The charitable donations paid to St. John's PCC over the year consisted of £5,093.68 to support the restoration of the War Memorial, £978.79 net proceeds from processing event ticket sales on behalf of the PCC, £936.37 from our Save our Stones appeal, £674.85 towards the Church organ repairs and £170.02 towards work on the bell tower. All these payments were transferred from restricted funds. A further £218.76 was paid to the PCC from unrestricted amounts raised. Stripe charges amounted to 4.4% of total funds received via their platform over the financial year (4.8% in 2021/22).

The FoStJ bank account balance at 31st March 2022 was £3,038.54 (£2,601.22 at 31st March 2022). There were no uncleared banking receipts on this date. There were no transfers between funds during the period to 31st March 2022. The charity continues to use the banking services of Metro Bank, Guildford for its day-to-day financial business throughout the year.

No capital expenditure was committed to or incurred during the reporting period. The charity does not own any assets other than cash held in its current account with Metro Bank. The charity gave no guarantees in the year and thus no related potential liabilities are outstanding at the date of the statement of assets and liabilities. There are no debts which are secured by an express charge on the assets of the charity.

Governance and management of the charity

FoStJ is administered in accordance with a written constitution by its trustees, to comprise: Not less than 3 (three) nor more than 10 (ten) elected trustees; and Not less than 3 (three) nominated trustees by the Parochial Church Council of the Church. The charity is managed by a committee which meets monthly to plan and oversee day-to-day activities. The trustees may appoint committee members and Officers. One third of the elected trustees must retire annually, but maybe re-elected.

The charity's trustees and members of the management committee during the year are shown below:

Name	Office	Status	Date of appointment	Date of resignation
Christopher Shorter	Chairman	Trustee & Member	30 th January 2020	
Gordon Farquharson	Secretary	Trustee & Member	30 th January 2020	
Mark Butcher	Treasurer	Trustee & Member	26 th July 2020	
Robert Avis	PCC nominee	Trustee & Member	30 th January 2020	
Peter Tappin	PCC nominee	Trustee & Member	30 th January 2020	
Mark Stuart-Bourne	PCC nominee	Trustee & Member	30 th January 2020	11 th November 2022
Annabel Stuart-Bourne	PCC nominee	Trustee & Member	18 th July 2022	
Linda Elliott	Membership Secretary	Member	6 th July 2021	



Since the end of this reporting period Ms. Annabel Stuart-Bourne has notified the committee that she will be resigning as a Trustee and management committee member. Ms. Linda Elliot has recently announced her wish to step down from her role on the Committee. Her responsibilities as Membership Secretary have been taken over by Ms. Lynn Boniface. The Trustees would like to thank Annabel and Linda for their service to FoStJ and wish to welcome Lynn to the team.

The trustees do not hold title to property belonging to the charity and there are no funds held and managed by the trustees as custodians on behalf of other charities.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature:		
Full name:	Christopher Shorter	Gordon Farquharson
Position:	Chairman	Secretary
Date:	1 st November 2023	1 st November 2023

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document**



Receipts and payments accounts

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For the period
from

1st April 2022

To

31st March 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Members' subscriptions	232	-	-	232	205
Donations	232	6,439	-	6,671	3,390
Events	1,200	748	-	1,948	-
PCC event	1,027	-	-	1,027	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,691	7,187	-	9,878	3,595
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,691	7,187	-	9,878	3,595
A3 Payments					
Transaction charges	106	134	-	240	144
Cost of fund raising events	248	881	-	1,129	207
Donations	219	6,875	-	7,094	1,000
Printing, postage, stationery and computer supplies	-	-	-	-	167
PCC event	979	-	-	979	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,551	7,889	-	9,441	1,518
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,551	7,889	-	9,441	1,518
Net of receipts/(payments)	1,140	- 702	-	437	2,077
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	693	1,908	-	2,601	-
Cash funds this year end	1,833	1,206	-	3,038	2,601

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds				
		1,593	1,446	-
		-	-	-
		-	-	-
	Total cash funds	1,593	1,446	-

(agree balances with receipts and payments account(s))

Agreement Error

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Unrestricted
funds

Restricted funds

Endowment
funds

to nearest £

to nearest £

to nearest £

B2 Other monetary assets

Details

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details

Fund to which asset
belongs

Cost (optional)

Current value
(optional)

		-	-
		-	-
		-	-
		-	-
		-	-

**B4 Assets retained for the
charity's own use**

Details

Fund to which asset
belongs

Cost (optional)

Current value
(optional)

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details

Fund to which
liability relates

Amount due
(optional)

When due
(optional)



		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on
behalf of all the trustees

Signature

Print Name

Date of approval

	Mr C Shorter	10/11/2023
	Mr G Farquharson	10/11/2023