



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

## Trustees' Annual Report for the period from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

### 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

The total sum of £5,044 was raised during the last financial year. Total outgoings was £4,421 which included a donation of £2,881 to St John's PCC to support our chosen causes which collectively seek to maintain and improve upon our church building and churchyard here in Merrow. FoStJs bank account at the end of the period stood at £3,362, overall, there was a net increase of funds of £622, compared to a reduction of £299 in the previous year (2023-24). The retained funds are recorded as unrestricted funds except for £386 designated as restricted for the 'Let there be Light' church lighting project. 25 annual membership subscriptions were paid in the year.

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 financial position (see the detail below) demonstrates our continued commitment to raise funds for St. John's Church. Total net funds raised in year included amounts generated from our 'Mozart in Merrow' classical music event (£1,106) along with £1,299 from our now regular quiz and pizza night and £565 from our wine tasting events.

Taking the long view, since FoStJ was formed in May 2020 a total of over £21,300 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 £17,800 has been passed on to St. John's PCC.

### Financial review

In accordance with Commission regulations and guidelines the financial results for FoStJ for the period from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 have been prepared on a receipts and payments basis.

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

Restricted Funds	Unrestricted Funds	Total
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	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24
	£	£	£	£	£	£
Receipts	400.00		4,643.56	2,302.04	5,043.56	2,302.04
Payments	14.20	1,219.35	4,407.12	1,381.31	4,421.32	2,600.66
Net	385.80	(1,219.35)	236.44	920.73	622.24	(298.62)

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

	2024/25	2023/24
	£	£
Membership fees (Unrestricted)	142.69	158.24
General donations (Unrestricted)	4,500.87	2,143.80
'Let there be light' (Restricted)	400.00	
Total	5,043.56	2,302.04

Membership fees represent the payment of 25 members.

Payments in year totalled £4,421.32. This amount included a charitable donation of £2,881.00 paid to St. John's PCC, this was a made from unrestricted funds, Other payments included costs for insurance of £150.80 paid to Ansvar Insurance to cover public and trustee liability risk and transaction charges of £140.33 paid to Stripe, the charity's online payments platform. Stripe charges amounted to 3.9% of total funds received via their platform over the financial year (4.6% in 2023/24). The overall cost of running events in the year amounted to £1,249.19.

The FoStJ bank account balance at 31<sup>st</sup> March 2025 was £3,362.16 (£2,739.92 at 31<sup>st</sup> March 2024). There we no uncleared banking receipts on this date. 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 <sup>th</sup> January 2020	
Gordon Farquharson	Secretary	Trustee & Member	30 <sup>th</sup> January 2020	
Mark Butcher	Treasurer	Trustee & Member	26 <sup>th</sup> July 2020	
Robert Avis	PCC nominee	Trustee & Member	30 <sup>th</sup> January 2020	
Peter Tappin	PCC nominee	Trustee & Member	30 <sup>th</sup> January 2020	

Michael Eagle	PCC nominee	Trustee & Member	4 <sup>th</sup> October 2023	
Lynn Boniface	Membership Secretary	Member	5 <sup>th</sup> July 2023	

This report complies with the original constitution of FoStJ registered with the Charity Commission for England and Wales on 4<sup>th</sup> May 2020. Steps have been taken since the end of this financial year to review, revise and consult with the membership on a revised constitution. Approval of any changes requires approval of the Charity Commission. This approval process remains ongoing.

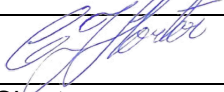

Since the end of the financial year Mark Butcher has announced that he will be standing down as Trustee, Treasurer and committee member with effect from the end of summer 2025 because he will be leaving Merrow.

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:	24th November 2025	24th November 2025

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

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

1189324

## Receipts and payments accounts

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For the period  
from

1st April 2024



To

31st March 2025

### 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 £
<b>A1 Receipts</b>					
Members' subscriptions	143	-	-	143	158
Donations	1,289	400	-	1,689	440
Events	3,212	-	-	3,212	1,704
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>4,644</b>	<b>400</b>	<b>-</b>	<b>5,044</b>	<b>2,302</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>4,644</b>	<b>400</b>	<b>-</b>	<b>5,044</b>	<b>2,302</b>
<b>A3 Payments</b>					
Transaction charges	126	14	-	140	76
Cost of fund raising events	1,249	-	-	1,249	25
Donations	2,881	-	-	2,881	2,500
Insurance	151	-	-	151	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>4,407</b>	<b>14</b>	<b>-</b>	<b>4,421</b>	<b>2,601</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,407</b>	<b>14</b>	<b>-</b>	<b>4,421</b>	<b>2,601</b>
<b>Net of receipts/(payments)</b>	<b>236</b>	<b>386</b>	<b>-</b>	<b>622</b>	<b>- 299</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>2,739</b>	<b>-</b>	<b>-</b>	<b>2,739</b>	<b>3,038</b>
<b>Cash funds this year end</b>	<b>2,976</b>	<b>386</b>	<b>-</b>	<b>3,362</b>	<b>2,739</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank	2,976	386	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>2,976</b>	<b>386</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	24/11/25
			Mr G Farquharson	24/11/25