



Annual report and accounts

for the year to 31 December 2021

St Peter's Shared Church - Annual Report 2021

Church details and correspondence address

St Peter's Shared Church
37 Hazel Avenue
Guildford, GU1 1NP

Since the end of the financial year, St Peter's Shared Church has completed its registration by the Charity Commission and is now registered with registration number 1193466

Shared Church Council members

Incumbent	The Rev'd Kirsten Rosslyn-Smith
Wardens	Peter Bedser Sara Smith
Licensed Lay Minister	Stephen Pugh
Representatives of Deanery Synod	Sarah Cummings
Elected Members	Debbie Ewins Helen Lockett Jonny Snowball Judy Hayes Julie Clarke Karen Collins Virginia Emmings
Free Church Representatives	Sara Smith Phyllis Green
Co-opted (not voting)	Rosie Clarke Administrator / Secretary

Bankers

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

Independent Examiner

William Gerard Devanney, BA, FCMA
Wisteria Cottage
91 Kennel Ride
Ascot, SL5 7NU

St Peter's Shared Church - Annual Report 2021 (cont.)

Objectives and activities

St Peter's Shared Church Council (SCC) has the responsibility of co-operating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical in the ecclesiastical parish. The SCC is made up of the Parochial Church Council (PCC) and the Free Church Council. The SCC has the maintenance responsibility for the Church and hall complex in Hazel Avenue.

Achievements and performance

2021 began in lockdown with the covid pandemic continuing and again disrupting worship – we had kept closed in Dec 2020 and began the year with our new live streaming equipment enabling access for the majority of the church via our You Tube channel. We then progressed to having booked socially distanced seating with masks worn in church for the whole service and only music group allowed to sing – this was the case all across Easter till June when we were allowed to sing but with masks – at this point we dropped booking and increased seating to rows which were Socially distanced. We have been so blessed to have been able to live stream which has helped some of our more vulnerable people stay in touch with worship. We celebrated the baptism of 4 children and their father and their cousin too at a lovely occasion in July seeing them take a next step in faith. We also celebrated a wedding of one of our church members who had just finished university.

Sunday Funday has continued in various forms from content delivered to individual homes to family around the table sessions and now back in a format similar to pre pandemic. Toddler group was relaunched as Funky Monkey's and has really blossomed – with 70 families on the books and now has a booking system with 28 child places – it is at capacity and is thriving with a lovely team of helpers too – this is all down to our children and families worker Cassie. There is also a thriving young people's group for school years 6-8 led by Cassie and Phyllis. There is still a school year 13 group run by Piers and Chantelle – but the middle YP group has folded through lack of attendance – there may be ways to connect the last two members with other provision – Debbie and Piers did a great job with the group whilst it was running.

Over the year we continued to help people who found themselves with food poverty due to the pandemic with meals from Stoke Community Support a partnership of churches and referrers, started in 2020. SCS was also the subject of a generosity podcast for the church of England. We also helped around 3 families with Care and Share funds as well as being able to give gifts to those who needed something over Christmas.

We further developed our building plans, and after a successful pre-planning application, instructed our architect to submit designs for full planning application with Guildford borough council. Our boiler limped on over the winter and finally was condemned as unfixable in June / July. This galvanised us further and to speed the fundraising that will need to be done to meet this need. We also expanded our phase one to include a youth space – reclaiming the stage as a flexible and accessible meeting space.

Over the summer we shared joint online courses with St Johns, Christ Church and Burpham. Summer saw us have our first holiday club after a break in 2020. This worked really well and culminated in a picnic on the green with food being provided for families by SCS. Over the Autumn we had an SCC awayday and we have focused on moving forward with the building process. We have run an Alpha course that saw some come to faith, and faith strengthened in others - this was joint with Burpham church.

We started some family cooking sessions in the Autumn with food wise charity and supported families in cooking new and nutritious meals.

The increase in covid numbers in the late autumn caused us to take a step back we had started to take masks off when seated but out of care for each other we reversed this. As Christmas got

St Peter's Shared Church - Annual Report 2021 (cont.)

closer we had to go online with our carol service and with the Crib on 24th but managed Mary Joseph and the Donkey on 19th, Christingle in person around tables on the 12th and also midnight communion and Christmas day in person and online too. Our numbers have been variable over the year but are increasing and are probably similar to pre-pandemic but with different patterns for people and different types of participation. Our blinds were installed and these make a great difference to seeing our screen in the morning and will also help at 4pm particularly in the summer.

I cannot speak of 2021 without mentioning our losses as a church family. In Feb we held Elizabeth Fry's funeral in the height of lockdown with limited space to attend but were able to live stream the service to let others participate and give thanks for her life. In November we lost Nicola Pugh. We all grieve her loss. We were able to celebrate her life, thankfully without much covid restriction. We are very grateful to God for both these women – their courage, faith, determination and the gifts and love they shared with us all here at St Peters. Our joy is that they are in God our Saviour.

God is at work we have had provision for all we have needed and vision for the future praise to Him.

Governance

The members of the SCC are elected by those on the Free Church Roll, or by members of the Anglican Roll as members of the PCC. For the Anglican Roll they are either ex officio or elected by the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Details of those serving on the SCC are shown on page 1. Any member having served for three consecutive years must stand for re-election if they wish to continue serving. The Church employed Rosie Clarke as the Church Administrator. She attends SCC meetings but is unable to vote at the church council as she is an employee.

The SCC operates with Committees together with various ad hoc working groups targeted on specific tasks.

- Standing Committee: As the only committee required by law, it has power to transact the business of the SCC between its meetings, subject to any direction given by the SCC. They currently have discretion to agree "urgent" spending up to £500.
- Fabric Committee: This was set up to assist the SCC and wardens with responsibility for keeping the Church premises in good order.
- Finance Committee: This meets periodically on key financial issues to support the SCC; advising on budget setting, the financial statements and financial procedures.

Key Matters discussed

During the year we have continued to discuss and keep an eye on safeguarding (no major issues this year), the building project including costings pre-planning application and then taking forward to planning application (still waiting for the results), finance is always a topic for discussion and God continues to be faithful. Funding for the building project and timescales was discussed in the later part of the year together with continued risk assessments and church services.

St Peter's Shared Church - Annual Report 2021 (cont.)

Risk assessment

The buildings and exteriors continue to be a challenge to maintain. The failure of the boiler has reinforced our need to start our building project and it has been exciting to see this starting to take shape. During the year we have continued to set up and use our live streaming ability and put up some blinds so that the screen is more useable in bright sunny weather.

Church Attendance

There were 66 (2020 – 74) people on the two church rolls in 2021, 54 (2020 - 63) on the Anglican roll and 12 (2020 - 11) on the Free Church roll.

Financial statements

The financial statements have been prepared under the accruals basis of accounting. The results for the year show a deficit of £(96,273) (2020 – surplus of £111,551) which is a result of the expenditure connected with the generous legacy received in 2020.

Income

Income has seen a decrease to £125,412, (2020 – £279,961) as a result of a generous legacy and generous donations in the previous year. Hall income decreased in the year to £1,440 (2020 – £2,194) as a result of Covid-19.

Expenditure

The total cost of providing the Church's ministry increased to £221,685 (2020 – £168,410). This year the Parish Share payable to the Diocese has seen a marginal increase to £59,916 (2020 – £57,729), explained further in note 4. The Church continues to put a strong focus on missionary giving, so that outward giving is summarized as follows:

	<u>2021</u>	<u>2020</u>
Tithe of Church's Income	7,600	19,000
Gift Day	3,087	-
Care & Share Fund	153	1,492
Stoke Community Support	38,111	13,092
Other gifts	80	249
See note 3(b)	<u>£49,031</u>	<u>£33,833</u>

Reserves policy

The Church's policy is to as far as possible, match income to expenditure during a year, with a small cash reserve to meet unexpected expenses. As expected, further repairs to the Church were carried out and will continue over the next few years, but we will need to raise funds to do so and will need to ensure the ongoing operations of the Church are funded without significant deficits.

St Peter's Shared Church - Annual Report 2021 (cont.)

Restricted funds

A breakdown of the summarised movement on the restricted funds is shown in note 9. The restricted funds carried forward at 31 December 2021 total £16,173, of which £8,492 relates to donations received to help support the Stoke Community Support Project, a community-led response to the Covid-19 pandemic led by St John's Stoke Church and St Peter's Shared Church Stoke Hill.

The Care & Share Fund continues to support those in need in the parish and relies on giving by individual members. During 2021 a number of families from our community were helped by donations from the Fund, as well as further opportunities to bless people at Christmas by giving small gifts. This demonstrates how important the Church is in supporting people in the community.

The annual report and accounts were approved by the Shared Church Council on 22 May 2022 and signed on its behalf by

The Revd Kirsten Rosslyn-Smith
22 May 2022

**Independent Examiners Report to the Shared Church Council (SCC)
of St Peter's Shared Church, Stoke Hill, Guildford**

This report on the financial statements of the SCC for the year ended 31 December 2021 which are set out on pages 7 to 12 relates to an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the Charities Act 2011 ("the Act").

Respective responsibilities of the SCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Act, and that an independent examination is needed. It is my responsibility to:

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

Basis of this report

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 matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a) to keep accounting records in accordance with section 41 of the Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulationshave 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.

William Gerard Devanney, BA, FCMA



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Dated _29 September 2022_____

St Peter's Shared Church, Hazel Avenue, Guildford
Statement of Financial Activities

For the Period ending 31 December 2021

		Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	Note	£	£	£	£
INCOMING RESOURCES					
Voluntary income	2(a)	91,027	29,892	120,919	275,065
Activities for generating funds	2(b)	2,293	-	2,293	3,540
Income from investments	2(c)	26	-	26	92
Income from church activities	2(d)	2,174	-	2,174	1,264
TOTAL INCOMING RESOURCES		95,520	29,892	125,412	279,961
RESOURCES EXPENDED					
Fund-raising trading costs	3(a)	119	-	119	1,027
Church activities	3(b)	174,340	47,226	221,566	167,383
TOTAL RESOURCES EXPENDED		174,459	47,226	221,685	168,410
NET INCOMING RESOURCES BEFORE TRANSFERS		(78,939)	(17,334)	(96,273)	111,551
Fund Transfers		-	-	-	-
NET MOVEMENT IN FUNDS		(78,939)	(17,334)	(96,273)	111,551
BALANCES BROUGHT FORWARD 1 JANUARY 2021		94,640	33,507	128,147	16,596
BALANCES CARRIED FORWARD 31 DECEMBER 2021	10	15,701	16,173	31,874	128,147

The notes on pages 9 to 12 form part of these accounts

St Peter's Shared Church, Hazel Avenue, Guildford
Balance Sheet

For the Period ending 31 December 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible	6	499	739
		<u>499</u>	<u>739</u>
CURRENT ASSETS			
Debtors	7	13,347	5,172
Short term deposits		15,325	60,299
Cash at bank and in hand		10,389	82,013
		<u>39,061</u>	<u>147,484</u>
CURRENT LIABILITIES			
Creditors	8	7,686	20,076
		<u>7,686</u>	<u>20,076</u>
NET CURRENT ASSETS		31,375	127,408
Total assets less current liabilities		<u>31,874</u>	<u>128,147</u>
Creditors - amounts falling due after one year		-	-
TOTAL NET ASSETS	10	<u>31,874</u>	<u>128,147</u>
PARISH FUNDS			
Unrestricted		15,701	94,640
Restricted	9	16,173	33,507
TOTAL PARISH FUNDS	10	<u>31,874</u>	<u>128,147</u>

Approved by the Shared Church Council on 22 May 2022 and signed on its behalf by

Revd Kirsten Rosslyn-Smith

The notes on pages 9 to 12 form part of these accounts

For the Period ending 31 December 2021

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP (March 2005).

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the SCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Restricted funds represent donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The SCC does not usually invest separately for each fund. Where there is no separate investment, interest earned on these balances is taken to general unrestricted funds.

Designated funds represent general funds which the SCC has put aside for a particular purpose. These are classed as unrestricted funds and do not have to be utilised for that particular purpose.

Unrestricted funds represent general funds which can be used for SCC ordinary purposes.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the SCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the SCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with the Charities Act 2011.

Equipment used within the church premises is depreciated on a straight-line basis over five years. Fixtures and fittings are depreciated on a straight-line basis over ten years. Individual items of equipment and fixtures & fittings with a purchase price of £1,000 or less are written off when the asset is acquired.

Current assets

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

2 INCOMING RESOURCES

2(a) Voluntary income

Planned giving:

Gift Aid donations	55,988	2,065	58,053	58,018
Tax recoverable	12,565	-	12,565	12,545
Other	10,564	-	10,564	9,622
Collections (open plate)	883	70	953	1,350
Gift Day (net of tax recovered)	-	2,545	2,545	46
Donations, appeals, etc.	1,027	20,772	21,799	86,084
Tax recovered on gifts & donations	-	1,084	1,084	3,400
Grants received	10,000	3,356	13,356	5,000
Legacies	-	-	-	99,000

91,027	29,892	120,919	275,065
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St Peter's Shared Church, Hazel Avenue, Guildford
Notes to the financial statements

For the Period ending 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2(b) Activities for generating funds				
Church hall income	1,440	-	1,440	2,194
Fun day	-	-	-	1,346
Other events and activities	853	-	853	-
	<u>2,293</u>	<u>-</u>	<u>2,293</u>	<u>3,540</u>
2(c) Income from investments				
Interest received	26	-	26	92
	<u>26</u>	<u>-</u>	<u>26</u>	<u>92</u>
2(d) Income from church activities				
Fees for funerals and weddings	2,174	-	2,174	1,264
	<u>2,174</u>	<u>-</u>	<u>2,174</u>	<u>1,264</u>
Total incoming resources	<u>95,520</u>	<u>29,892</u>	<u>125,412</u>	<u>279,961</u>
3 RESOURCES EXPENDED				
3(a) Fund-raising trading costs				
Other	119	-	119	1,027
	<u>119</u>	<u>-</u>	<u>119</u>	<u>1,027</u>
3(b) Church activities				
Missionary and charitable giving:				
Church overseas	-	-	-	-
Relief and development agencies	1,200	1,029	2,229	2,200
Home mission and other Church societies	2,920	2,058	4,978	12,860
Secular charities and individuals	3,560	38,264	41,824	18,773
	<u>7,680</u>	<u>41,351</u>	<u>49,031</u>	<u>33,833</u>
Ministry:				
Diocesan parish share	59,916	-	59,916	57,729
Clergy expenses	1,213	-	1,213	2,080
Curate housing costs	-	-	-	5,250
Church running expenses	3,867	-	3,867	3,795
Church maintenance	67,891	2,690	70,581	27,474
Cost of services	823	-	823	608
Printing, stationery and administration	1,700	-	1,700	1,569
Expenditure on parish newsletter	-	-	-	-
Training costs	410	-	410	125
Church hall running costs	345	-	345	665
Wages & salary costs	24,951	-	24,951	8,451
Pension costs	263	-	263	88
Depreciation	240	-	240	240
Children's and youth work costs	1,869	-	1,869	5,345
Bank charges	104	-	104	60
Project equipment and materials	1,845	3,185	5,030	18,852
Fees paid to diocese for funerals and weddings	1,223	-	1,223	1,219
	<u>174,340</u>	<u>47,226</u>	<u>221,566</u>	<u>167,383</u>
Total resources expended	<u>174,459</u>	<u>47,226</u>	<u>221,685</u>	<u>168,410</u>

4 PARISH SHARE

St Peters is a parish church of the Church of England and the Diocese of Guildford and by means of parish share, helps fund the costs of ministers throughout the Diocese, the work of various Diocesan bodies and the work of the Church of England as a whole. The Diocese is a community resourcing a common task between its parishes and not a charity trying to raise funds to meet a need.

For the Period ending 31 December 2021

	Total 2021 £	Total 2020 £
5 STAFF COSTS		
5(a) Staff Costs		
Wages and salaries	24,601	13,451
Employer's pension contribution	613	88
	<u>25,214</u>	<u>13,539</u>

The Vicar is employed and paid for by the Diocese and a major portion of the parish share payments are in respect of ministry costs. Throughout the year the SCC employed a part time Church Centre Manager and part time cleaner.

5(b) Payments to SCC members

In the course of the year, expenses have been paid to the Incumbent, Licensed Lay Minister, the Church Centre Manager and some SCC members incurred in the course of their ministry. Members of the congregation and SCC gave and continue to give significant voluntary assistance to the work of the Church, but it is not possible to quantify the value of such work.

6 FIXED ASSETS

Tangible	Church equipment £	Fixtures & fittings £	Notice Board £	Kitchen Shutter £	Total £
Actual cost					
At 1 January 2021	15,247	12,739	1,152	1,248	30,386
Additions at cost	-	-	-	-	-
Disposal	-	-	-	-	-
At 31 December 2021	<u>15,247</u>	<u>12,739</u>	<u>1,152</u>	<u>1,248</u>	<u>30,386</u>
Depreciation					
At 1 January 2021	15,247	12,739	1,036	625	29,647
Charge for the year	-	-	116	124	240
Withdrawn on disposal	-	-	-	-	-
At 31 December 2021	<u>15,247</u>	<u>12,739</u>	<u>1,152</u>	<u>749</u>	<u>29,887</u>
Net book value					
At 31 December 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>499</u>	<u>499</u>
At 31 December 2020	<u>-</u>	<u>-</u>	<u>116</u>	<u>623</u>	<u>739</u>

Fixtures & fittings comprise the chairs in the church. Church equipment comprises a photocopier, projection equipment and a sound system. The notice board is located outside the front of the church near the road. The Church equipment and fixtures & fittings are restricted funds.

7 DEBTORS	2021 £	2020 £
Tax recoverable (unrestricted)	10,408	3,483
Tax recoverable (restricted)	1,084	1,669
Loan by Care & Share Fund (restricted)	440	20
Prepayments and accrued income (unrestricted)	1,415	-
	<u>13,347</u>	<u>5,172</u>

For the Period ending 31 December 2021

8 LIABILITIES

	2021 £	2020 £
Amounts falling due in one year:		
Other creditors (unrestricted)	7,686	20,076
	<u>7,686</u>	<u>20,076</u>

Other creditors (unrestricted) is made up of; Tithe - £6,700 (2020: £15,740), Gifts to be passed on - £260 (2020: £0), Pension - £0 (2020 £2,300), Other - £726 (2020: £2,036)

9 FUNDS

The restricted funds comprise amounts received for a specific purpose determined by the donor. The main funds are described below as are the movement on the funds and the balance retained at the end of the year.

Details of Main Restricted Funds

Legacy Fund:	Funds given through legacies and designated by the Shared Church Council to be used for specific purposes
Care and Share Fund:	Supporting those in need within the parish
SCS	Stoke Community Support (SCS) was set up as a partnership with St John's Stoke as a Covid-19 Pandemic response to feed the community in need
Building	Funds given to support the new Oaks Building Project at St Peter's

Fund movements

	Balance at 1 January 2021 £	Incoming Resources £	Resources Expended £	Transfers to Unrestricted Funds £	Balance at 31 December 2021 £
Legacy Fund	2,690	-	(2,690)	-	-
Care and Share Fund	2,533	70	(153)	-	2,450
Missionary & Other Gifts Passed On	958	3,116	(3,087)	-	987
SCS	27,326	19,277	(38,111)	-	8,492
Building	-	7,429	(3,185)	-	4,244
Youth Worker	-	-	-	-	-
	<u>33,507</u>	<u>29,892</u>	<u>(47,226)</u>	<u>-</u>	<u>16,173</u>

Funds Designated by the PCC

10 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Tangible fixed assets	-	499	499	739
Current assets	23,387	15,674	39,061	147,484
Current liabilities	(7,686)	-	(7,686)	(20,076)
	<u>15,701</u>	<u>16,173</u>	<u>31,874</u>	<u>128,147</u>

**Independent Examiners Report to the Shared Church Council (SCC)
of St Peter's Shared Church, Stoke Hill, Guildford**

This report on the financial statements of the SCC for the year ended 31 December 2021 which are set out on pages 7 to 12 relates to an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the Charities Act 2011 ("the Act").

Respective responsibilities of the SCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Act, and that an independent examination is needed. It is my responsibility to:

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

Basis of this report

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 matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a) to keep accounting records in accordance with section 41 of the Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulationshave 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.

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Dated _____