



**Annual report and accounts**

**for the year to 31 December 2023**

## **St Peter's Shared Church - Annual Report 2023**

### **Church details and correspondence address**

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

### **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	Debbie Ewins Sarah Cummings (until April 2023)
Elected Members	Helen Lockett (Until April 2023) Jonny Snowball Julie Clarke Karen Collins Mark Fellows (From April 2023) Niki Vardy (Until December 2023) Virginia Emmings
Free Church Representatives	Sara Smith Phyllis Green (Until April 2023)
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 2023 (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**

2023 has been a year of sad losses and a number of church family funerals. We have also celebrated four weddings; three in the summer and one at Christmas time. After a gradual return to work early in the year, Church hosted an exhibition of my artwork which was well received and raised some money for our building project.

At Easter we had two confirmations at the cathedral on Easter evening for Cassie and Fred and We started a post alpha course on a Tuesday night. Over the summer term we strategically reviewed Sunday Funday and our children's groups and planned to change to a pattern of a monthly messy church and working on morning children's groups to make them more accessible to some of our families. Messy church began in October, it has a core team of 6 and a wider team that has gathered momentum.

Our toddler group, Funky Monkey's, is full most weeks with 70 families on the books and continues with a booking system with 28 child places – It has a committed group of volunteers working with Cassie. Wednesday youth was restructured and relaunched in the Autumn. The Group serves young people in school years 6-10 and is led by Cassie, Phyllis, Peter, Piers and Debbie and has grown including a new worship group. The two groups that ran from September 2022 until July 2023 were amalgamated and this has continued to grow.

In the summer of 2023 Cassie was recommended for training for ministry and resigned as our children and families worker – we are really blessed that she has now become our 'ordinand' and continues to work with us on placement with a reduction in hours; Cassie's new role is more of an oversight role for some of the ministries that she previously led.

Schools work in 2023 continued with assemblies at Weyfield and a Prayerspace in school run jointly with St Johns Church in June. Weyfield also came to St Peter's for a Harvest service and a Christingle service. We hosted services for each year group from Christ's College during Lent and Cassie continued going into school once a fortnight to help out with the Christian Union.

We've had a few Baptisms in the year for both adults and children in the summer. As a church we took 10 young people to Way Camp. It has been a delight to see people growing in faith in 2023 and we held an Alpha course in the autumn and a further confirmation in November.

In March we hosted our first Mental Health First Aid course for our community and out of it came an exercise and well being group for plus sizes – this then began to run alongside the Café on Tuesday Mornings.

The Oak Café continues to grow and has recently received some funding for new round tables - It has a great team of volunteers with pastoral skills who welcome and care for everyone who comes. This continues to have great potential for adding in other community activities. Community Pantry has opened and is slowly gaining momentum giving food to people who need it. It is open on Tuesdays and Saturdays.

The Community welcomed a new Local Area co-ordinator with whom we hope to work closely.

## **St Peter's Shared Church - Annual Report 2023 (cont.)**

We obtained a grant for heating in late 2023 with work to install heating beginning in early 2024. Our building fund continues to grow and with special thanks to Jonny who has headed up funding for our major project. A lot of research went into choosing a heating system and in further planning towards insulation in the church too again special thanks to Sara in co-ordination and submission of Faculties for the work and the building team including Stephen and Peter in research for the heating and making recommendations. The key phase for our building is now focussing on the start of the spine and a new, more achievable, phase 1 has been drawn up which features an accessible entrance and a welcome space which will unlock the use of the rest of the building.

Over the Summer we had holiday club with a jungle theme. Over the Autumn we had an SCC awayday led by Emma Coy as part of the Parish Needs Process identifying several areas of development including a prayer space which has been set up by Annie and Dotty within the church.

Cook and Eat came to an end for the time being but some food events will be planned for 2024.

Christmas saw a fair at the end of November – a living nativity and community carol service on 17<sup>th</sup> December with Bishop Paul Davies. Services were busy with the Christingle, Living Nativity, Crib service and Midnight Holy Communion.

In Autumn we began a series on Acts which we are continuing into 2024. Thanks to the preaching and worship team. To Bob and Jenny leading our prayer meetings which are foundational to any ministry undertaken here. Our great teams for pastoral care, craft and catch up, Oak café, Community Pantry, Meeting Point, youth, toddlers, welcomers, musicians, intercessors and many more including SCC. Particular thanks must go to our Safeguarding office Debbie Ewins who works hard to ensure our culture is one that is aware of how to keep each other safe. St Peter's is a very special church family who love Jesus and everyone who comes through the door.

We are so grateful to God for all his gifts to us and for the joy of seeing lives transformed and seeing God at work amongst us – we look forward to seeing what he will do with us in this next year – we continue to pray for provision for what He wants to achieve in our lives and in our community.

### **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.

## St Peter's Shared Church - Annual Report 2023 (cont.)

### **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 – confirming planning approval and final heating solution (to be installed in January 2024), finance is always a topic for discussion and God continues to be faithful as we agreed the annual tithe and looked at funding opportunities. We continued work on all the risk assessments for activities and looking at community events.

### **Risk assessment**

At the beginning of the year the South window was repaired. During the rest of 2023 we have been firming up quotes for the new heating solution, which was finally agreed and accepted to be an Air Source Heat Pump with installation taking place in January 2024. We have also spent a lot of time working on the application for funding for Your Fund Surrey, which was submitted and we heard in March 2024 that we had been shortlisted to get through to the next phase, which will take a lot of time during 2024.

### **Safeguarding**

The Shared Church Council has complied with the duty to have "due regard" to the House of Bishops' Safeguarding Policy and Practice Guidance. There have been no major issues and those issues that have been reported have been followed up and passed on as required.

### **Church Attendance**

There were 78 (2022 – 78) people on the two church rolls in 2023, 67 (2022 - 67) on the Anglican roll and 11 (2022 - 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 surplus of £13,428 (2022 – surplus of £113,473) which is a result of the income received in the year for our building project and new boiler which has yet to be spent netted off against a loss on general funds as SCC expected.

#### *Income*

Income has seen an decrease to £161,489, (2022 – £256,891) as a result of lower donations to our building fund and no legacies received in the year. Hall income increased slightly in the year to £6,494 (2022 – £6,270).

#### *Expenditure*

The total cost of providing the Church's ministry increased to £148,061 (2022 – £143,418) driven by increased utility costs and church maintenance costs. This year the Parish Share payable to the Diocese has seen a marginal increase to £62,122 (2022 – £61,113), 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>2023</u>	<u>2022</u>
Tithe of Church's Income	11,400	11,000
Gift Day	3,168	2,328
Care & Share Fund	309	354
Stoke Community Support	32	7,145
Other gifts	-	-
See note 3(b)	<u>£14,909</u>	<u>£20,827</u>

## **St Peter's Shared Church - Annual Report 2023 (cont.)**

### *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.

### *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 2023 total £135,958, of which £120,458 relates to donations received to fund our building project

The Care & Share Fund continues to support those in need in the parish and relies on giving by individual members. During 2023 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 12 May 2024 and signed on its behalf by

The Revd Kirsten Rosslyn-Smith  
12 May 2024

**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 2023 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**

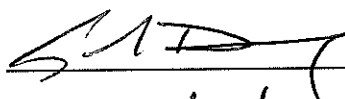
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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  
Wisteria Cottage  
91 Kennel Ride  
Ascot  
Berks  
SL5 7NU

  
Dated 28/10/24





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

**For the Period ending 31 December 2023**

		Unrestricted Funds	Restricted Funds	<b>Total 2023</b>	Total 2022
	Note	£	£	£	£
<b>INCOMING RESOURCES</b>					
Voluntary income	2(a)	74,858	65,820	<b>140,678</b>	242,790
Activities for generating funds	2(b)	8,705	5,799	<b>14,504</b>	12,240
Income from investments	2(c)	3,636	-	<b>3,636</b>	285
Income from church activities	2(d)	2,671	-	<b>2,671</b>	1,576
<b>TOTAL INCOMING RESOURCES</b>		<b>89,870</b>	<b>71,619</b>	<b>161,489</b>	256,891
<b>RESOURCES EXPENDED</b>					
Fund-raising trading costs	3(a)	3,302	4,331	<b>7,633</b>	4,612
Church activities	3(b)	111,209	29,219	<b>140,428</b>	138,806
<b>TOTAL RESOURCES EXPENDED</b>		<b>114,511</b>	<b>33,550</b>	<b>148,061</b>	143,418
<b>NET INCOMING RESOURCES BEFORE TRANSFERS</b>		<b>(24,641)</b>	<b>38,069</b>	<b>13,428</b>	113,473
Fund Transfers		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(24,641)</b>	<b>38,069</b>	<b>13,428</b>	<b>113,473</b>
BALANCES BROUGHT FORWARD 1 JANUARY 2023		47,458	97,889	<b>145,347</b>	31,874
<b>BALANCES CARRIED FORWARD 31 DECEMBER 2023</b>	10	<b>22,817</b>	<b>135,958</b>	<b>158,775</b>	<b>145,347</b>

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 2023**

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible	6	250	375
		<u>250</u>	<u>375</u>
CURRENT ASSETS			
Debtors	7	5,576	11,861
Short term deposits		119,299	15,777
Cash at bank and in hand		51,513	131,879
		<u>176,388</u>	<u>159,517</u>
CURRENT LIABILITIES			
Creditors	8	17,863	14,545
		<u>17,863</u>	<u>14,545</u>
NET CURRENT ASSETS		158,525	144,972
Total assets less current liabilities		<u>158,775</u>	<u>145,347</u>
Creditors - amounts falling due after one year		-	-
<b>TOTAL NET ASSETS</b>	10	<b><u>158,775</u></b>	<b><u>145,347</u></b>
PARISH FUNDS			
Unrestricted		22,817	47,458
Restricted	9	135,958	97,889
<b>TOTAL PARISH FUNDS</b>	10	<b><u>158,775</u></b>	<b><u>145,347</u></b>

Approved by the Shared Church Council on 12 May 2024 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 2023**

**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**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>2(a) Voluntary income</b>				
Planned giving:				
Gift Aid donations	50,123	19,286	69,409	70,765
Tax recoverable	13,023	4,822	17,845	21,691
Other	8,680	1,200	9,880	10,467
Collections (open plate)	577	40	617	779
Gift Day (net of tax recovered)	-	2,630	2,630	1,915
Donations, appeals, etc.	1,455	19,082	20,537	77,345
Tax recovered on gifts & donations	-	1,310	1,310	9,115
Grants received	1,000	17,450	18,450	25,074
Legacies	-	-	-	25,639
	<b>74,858</b>	<b>65,820</b>	<b>140,678</b>	<b>242,790</b>

**St Peter's Shared Church, Hazel Avenue, Guildford**  
**Notes to the financial statements**

**For the Period ending 31 December 2023**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>2(b) Activities for generating funds</b>				
Church hall income	5,959	535	6,494	6,270
Fun day	-	2,071	2,071	1,920
Other events and activities	2,746	3,193	5,939	4,050
	<u>8,705</u>	<u>5,799</u>	<u>14,504</u>	<u>12,240</u>
<b>2(c) Income from investments</b>				
Interest received	3,636	-	3,636	285
	<u>3,636</u>	<u>-</u>	<u>3,636</u>	<u>285</u>
<b>2(d) Income from church activities</b>				
Fees for funerals and weddings	2,671	-	2,671	1,576
	<u>2,671</u>	<u>-</u>	<u>2,671</u>	<u>1,576</u>
<b>Total incoming resources</b>	<b>89,870</b>	<b>71,619</b>	<b>161,489</b>	<b>256,891</b>
<b>3 RESOURCES EXPENDED</b>				
<b>3(a) Fund-raising trading costs</b>				
Other	3,302	4,331	7,633	4,612
	<u>3,302</u>	<u>4,331</u>	<u>7,633</u>	<u>4,612</u>
<b>3(b) Church activities</b>				
Missionary and charitable giving:				
Church overseas	-	-	-	-
Relief and development agencies	2,000	1,056	3,056	2,776
Home mission and other Church societies	5,650	2,112	7,762	7,552
Secular charities and individuals	3,750	341	4,091	10,499
	<u>11,400</u>	<u>3,509</u>	<u>14,909</u>	<u>20,827</u>
Ministry:				
Diocesan parish share	62,122	-	62,122	61,113
Clergy expenses	2,778	-	2,778	2,123
Curate housing costs	-	-	-	-
Church running expenses	4,940	-	4,940	6,638
Church maintenance	6,457	15,552	22,009	14,749
Cost of services	1,613	-	1,613	1,535
Printing, stationery and administration	1,626	120	1,746	1,358
Expenditure on parish newsletter	500	-	500	250
Training costs	223	-	223	290
Church hall running costs	5,683	-	5,683	576
Wages & salary costs	11,028	10,000	21,028	26,519
Pension costs	175	-	175	263
Depreciation	125	-	125	124
Children's and youth work costs	1,070	-	1,070	1,070
Bank charges	115	38	153	109
Project equipment and materials	-	-	-	-
Fees paid to diocese for funerals and weddings	1,354	-	1,354	1,262
	<u>111,209</u>	<u>29,219</u>	<u>140,428</u>	<u>138,806</u>
<b>Total resources expended</b>	<b>114,511</b>	<b>33,550</b>	<b>148,061</b>	<b>143,418</b>

**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.

**St Peter's Shared Church, Hazel Avenue, Guildford**  
**Notes to the financial statements**

**For the Period ending 31 December 2023**

	Total 2023 £	Total 2022 £
<b>5 STAFF COSTS</b>		
<b>5(a) Staff Costs</b>		
Wages and salaries	21,028	26,519
Employer's pension contribution	175	263
	<u>21,203</u>	<u>26,782</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, part time cleaner and part time children's & families worker.

**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, the Childrens & Families Worker 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**

<b>Tangible</b>	Church equipment £	Fixtures & fittings £	Notice Board £	Kitchen Shutter £	Total £
<b>Actual cost</b>					
At 1 January 2023	15,247	12,739	1,152	1,248	30,386
Additions at cost	-	-	-	-	-
Disposal	-	-	-	-	-
At 31 December 2023	<u>15,247</u>	<u>12,739</u>	<u>1,152</u>	<u>1,248</u>	<u>30,386</u>
<b>Depreciation</b>					
At 1 January 2023	15,247	12,739	1,152	873	30,011
Charge for the year	-	-	-	125	125
Withdrawn on disposal	-	-	-	-	-
At 31 December 2023	<u>15,247</u>	<u>12,739</u>	<u>1,152</u>	<u>998</u>	<u>30,136</u>
<b>Net book value</b>					
At 31 December 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>250</u>	<u>250</u>
At 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>375</u>	<u>375</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.

<b>7 DEBTORS</b>	2023 £	2022 £
Tax recoverable (unrestricted)	3,177	2,441
Tax recoverable (restricted)	1,980	3,097
Loan by Care & Share Fund (restricted)	-	520
Prepayments and accrued income (unrestricted)	419	804
Prepayments and accrued income (restricted)	-	5,000
	<u>5,576</u>	<u>11,861</u>

**For the Period ending 31 December 2023**

<b>8 LIABILITIES</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Amounts falling due in one year:		
Other creditors (unrestricted)	14,766	13,689
Other creditors (restricted)	3,097	856
	<b>17,863</b>	<b>14,545</b>

Other creditors (unrestricted) is made up of; Tithe - £14,765 (2022: £10,765), Gifts to be passed on - £3,097 (2022: £2,327), Other - £0 (2022: £597)

**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**

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
Cook & Eat	Funds received to allow St Peter's to run courses enabling and empowering families to cook and eat together on a budget.
Youth Worker	Funds received to enable the employment of a Childrens' & Families Worker

**Fund movements**

	Balance at 1 January 2023	Incoming Resources	Resources Expended	Transfers to Unrestricted Funds	Balance at 31 December 2023
	£	£	£	£	£
Care and Share Fund	2,704	2,219	(309)	-	4,614
Missionary & Other Gifts Passed On	1,153	10,817	(7,213)	-	4,757
SCS	32	-	(32)	-	-
Building	92,562	43,531	(15,635)	-	120,458
Cook & Eat	1,438	5,052	(361)	-	6,129
Youth Worker	-	10,000	(10,000)	-	-
	<b>97,889</b>	<b>71,619</b>	<b>(33,550)</b>	<b>-</b>	<b>135,958</b>

**Funds Designated by the PCC**

**10 ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Tangible fixed assets	250	-	250	375
Current assets	37,333	139,055	176,388	159,517
Current liabilities	(14,766)	(3,097)	(17,863)	(14,545)
	<b>22,817</b>	<b>135,958</b>	<b>158,775</b>	<b>145,347</b>



**Annual report and accounts**

**for the year to 31 December 2023**

## **St Peter's Shared Church - Annual Report 2023**

### **Church details and correspondence address**

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

### **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	Debbie Ewins Sarah Cummings (until April 2023)
Elected Members	Helen Lockett (Until April 2023) Jonny Snowball Julie Clarke Karen Collins Mark Fellows (From April 2023) Niki Vardy (Until December 2023) Virginia Emmings
Free Church Representatives	Sara Smith Phyllis Green (Until April 2023)
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 2023 (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**

2023 has been a year of sad losses and a number of church family funerals. We have also celebrated four weddings; three in the summer and one at Christmas time. After a gradual return to work early in the year, Church hosted an exhibition of my artwork which was well received and raised some money for our building project.

At Easter we had two confirmations at the cathedral on Easter evening for Cassie and Fred and We started a post alpha course on a Tuesday night. Over the summer term we strategically reviewed Sunday Funday and our children's groups and planned to change to a pattern of a monthly messy church and working on morning children's groups to make them more accessible to some of our families. Messy church began in October, it has a core team of 6 and a wider team that has gathered momentum.

Our toddler group, Funky Monkey's, is full most weeks with 70 families on the books and continues with a booking system with 28 child places – It has a committed group of volunteers working with Cassie. Wednesday youth was restructured and relaunched in the Autumn. The Group serves young people in school years 6-10 and is led by Cassie, Phyllis, Peter, Piers and Debbie and has grown including a new worship group. The two groups that ran from September 2022 until July 2023 were amalgamated and this has continued to grow.

In the summer of 2023 Cassie was recommended for training for ministry and resigned as our children and families worker – we are really blessed that she has now become our 'ordinand' and continues to work with us on placement with a reduction in hours; Cassie's new role is more of an oversight role for some of the ministries that she previously led.

Schools work in 2023 continued with assemblies at Weyfield and a Prayerspace in school run jointly with St Johns Church in June. Weyfield also came to St Peter's for a Harvest service and a Christingle service. We hosted services for each year group from Christ's College during Lent and Cassie continued going into school once a fortnight to help out with the Christian Union.

We've had a few Baptisms in the year for both adults and children in the summer. As a church we took 10 young people to Way Camp. It has been a delight to see people growing in faith in 2023 and we held an Alpha course in the autumn and a further confirmation in November.

In March we hosted our first Mental Health First Aid course for our community and out of it came an exercise and well being group for plus sizes – this then began to run alongside the Café on Tuesday Mornings.

The Oak Café continues to grow and has recently received some funding for new round tables - It has a great team of volunteers with pastoral skills who welcome and care for everyone who comes. This continues to have great potential for adding in other community activities. Community Pantry has opened and is slowly gaining momentum giving food to people who need it. It is open on Tuesdays and Saturdays.

The Community welcomed a new Local Area co-ordinator with whom we hope to work closely.

## **St Peter's Shared Church - Annual Report 2023 (cont.)**

We obtained a grant for heating in late 2023 with work to install heating beginning in early 2024. Our building fund continues to grow and with special thanks to Jonny who has headed up funding for our major project. A lot of research went into choosing a heating system and in further planning towards insulation in the church too again special thanks to Sara in co-ordination and submission of Faculties for the work and the building team including Stephen and Peter in research for the heating and making recommendations. The key phase for our building is now focussing on the start of the spine and a new, more achievable, phase 1 has been drawn up which features an accessible entrance and a welcome space which will unlock the use of the rest of the building.

Over the Summer we had holiday club with a jungle theme. Over the Autumn we had an SCC awayday led by Emma Coy as part of the Parish Needs Process identifying several areas of development including a prayer space which has been set up by Annie and Dotty within the church.

Cook and Eat came to an end for the time being but some food events will be planned for 2024.

Christmas saw a fair at the end of November – a living nativity and community carol service on 17<sup>th</sup> December with Bishop Paul Davies. Services were busy with the Christingle, Living Nativity, Crib service and Midnight Holy Communion.

In Autumn we began a series on Acts which we are continuing into 2024. Thanks to the preaching and worship team. To Bob and Jenny leading our prayer meetings which are foundational to any ministry undertaken here. Our great teams for pastoral care, craft and catch up, Oak café, Community Pantry, Meeting Point, youth, toddlers, welcomers, musicians, intercessors and many more including SCC. Particular thanks must go to our Safeguarding office Debbie Ewins who works hard to ensure our culture is one that is aware of how to keep each other safe. St Peter's is a very special church family who love Jesus and everyone who comes through the door.

We are so grateful to God for all his gifts to us and for the joy of seeing lives transformed and seeing God at work amongst us – we look forward to seeing what he will do with us in this next year – we continue to pray for provision for what He wants to achieve in our lives and in our community.

### **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.

## St Peter's Shared Church - Annual Report 2023 (cont.)

### **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 – confirming planning approval and final heating solution (to be installed in January 2024), finance is always a topic for discussion and God continues to be faithful as we agreed the annual tithe and looked at funding opportunities. We continued work on all the risk assessments for activities and looking at community events.

### **Risk assessment**

At the beginning of the year the South window was repaired. During the rest of 2023 we have been firming up quotes for the new heating solution, which was finally agreed and accepted to be an Air Source Heat Pump with installation taking place in January 2024. We have also spent a lot of time working on the application for funding for Your Fund Surrey, which was submitted and we heard in March 2024 that we had been shortlisted to get through to the next phase, which will take a lot of time during 2024.

### **Safeguarding**

The Shared Church Council has complied with the duty to have “due regard” to the House of Bishops’ Safeguarding Policy and Practice Guidance. There have been no major issues and those issues that have been reported have been followed up and passed on as required.

### **Church Attendance**

There were 78 (2022 – 78) people on the two church rolls in 2023, 67 (2022 - 67) on the Anglican roll and 11 (2022 - 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 surplus of £13,428 (2022 – surplus of £113,473) which is a result of the income received in the year for our building project and new boiler which has yet to be spent netted off against a loss on general funds as SCC expected.

#### *Income*

Income has seen an decrease to £161,489, (2022 – £256,891) as a result of lower donations to our building fund and no legacies received in the year. Hall income increased slightly in the year to £6,494 (2022 – £6,270).

#### *Expenditure*

The total cost of providing the Church’s ministry increased to £148,061 (2022 – £143,418) driven by increased utility costs and church maintenance costs. This year the Parish Share payable to the Diocese has seen a marginal increase to £62,122 (2022 – £61.113), 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>2023</u>	<u>2022</u>
Tithe of Church's Income	11,400	11,000
Gift Day	3,168	2,328
Care & Share Fund	309	354
Stoke Community Support	32	7,145
Other gifts	-	-
See note 3(b)	<u>£14,909</u>	<u>£20,827</u>

## **St Peter's Shared Church - Annual Report 2023 (cont.)**

### *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.

### *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 2023 total £135,958, of which £120,458 relates to donations received to fund our building project

The Care & Share Fund continues to support those in need in the parish and relies on giving by individual members. During 2023 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 12 May 2024 and signed on its behalf by

The Revd Kirsten Rosslyn-Smith  
12 May 2024

**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 2023 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**

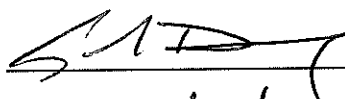
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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  
Wisteria Cottage  
91 Kennel Ride  
Ascot  
Berks  
SL5 7NU

  
Dated 28/10/24

