

**The Parochial Church Council of the  
Ecclesiastical Parish of St. Michael,  
Betchworth  
Annual Report and Financial Statements  
31 December 2019**



**6<sup>th</sup> May 2020**

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Report and Financial Statements 2019**

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# **St. Michael's Church, Betchworth Parochial Church Council**

## **Registered Charity**

No. 1132724

## **Incumbent**

The Reverend Anna Moore

## **Church Wardens**

L Slater  
B Hawkins

## **Honorary Treasurer**

S C Hardy F.C.A.  
Ravenleigh  
Station Road  
Betchworth  
RH3 7DF

## **Other members of the Parochial Church Council**

P Armitage  
T Briscoombe  
G Eaton  
H Ely  
R Grassly  
M Hughes  
R Leach  
M Miller  
B Ridley  
D Rodin  
P Tanner (Fabric Officer)

## **Secretary**

M Hughes  
Ashcroft,  
10, Ridgeway Close,  
Reigate  
RH2 0HT

## **Bankers**

National Westminster Bank  
39 Station Road  
Redhill  
RH1 1QN

## **Independent Examiner**

Mrs C Braidwood F.C.A.  
Lowood  
The Street  
Betchworth RH3 7DJ

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Annual Report 31 December 2019**

This Annual Report is prepared in accordance with the Church Accounting Regulations 2006 and the Church Representation Rules 2020 and the Charities Act 2011 and is submitted to and received by the Annual Parochial Church Meeting, which is then free to discuss it. The Rector and the Churchwardens will address the Meeting and they and other members of the PCC will be happy to respond to any points raised or questions asked. The Annual Parochial Church Meeting was to be held on in April 2020 but has been deferred until Sunday 25<sup>th</sup> October 2019 due to the outbreak of coronavirus which has temporarily closed all churches. All on the Electoral Roll of the parish are entitled to attend and will be most welcome.

## **Structure, Governance and Management**

### **The role of the Parochial Church Council**

The Parochial Church Council (the 'PCC') is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure and is registered with the Charity Commission. Its role is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social, and ecumenical. During 2018 and the early part of 2019 the parish was in interregnum and was heavily dependent on the diligence of Canon David Eaton (retired priest) to maintain all the services and other activities of the parish. He was supported in this by His Honour Peter Slot as Reader Emeritus, the churchwardens, Linda Slater and Bernard Hawkins, and a host of local clergy. This situation changed on 10<sup>th</sup> April 2019 with the Institution and Induction of the Revd. Anna Moore as Rector of the United Benefice of St. Michael's Betchworth and St. Mary's Buckland. The PCC has continued throughout to meet regularly and has ensured that the Village Church remained open during the major part of each day for visitors to enjoy, and for prayer and quiet contemplation.

### **PCC membership**

In accordance with the Church Representation Rules, members of the PCC are either ex officio or elected by the Annual Parochial Church meeting. There is no specified term of office.

The members of the PCC who are also its trustees, are shown on page 1. A full list of church officials is as follows:

Incumbent	The Revd. Anna Moore
Priest in Retirement	The Revd. Canon David Eaton
Reader Emeritus	His Honour Peter Slot
Churchwardens	Mr Bernard Hawkins Mrs Linda Slater
Treasurer	Mr Charles Hardy
Fabric Officer	Mr Paul Tanner
Diocesan Synod Representative	Mrs. Ginny Eaton
Deanery Synod representatives	Mrs. Linda Slater Mrs Margaret Miller Mr Tom Briscoombe
Elected members	Mrs Pam Armitage Mrs Hilary Ely Mr Richard Grassly Mr Melvin Hughes Mrs Bridget Ridley Rosemary Leach (from April 2019, previously Mr David Rodin)



## St. Michael's Church, Betchworth Parochial Church Council

Organist & Choirmaster  
Safeguarding Officer:

Mr. Melvin Hughes  
Mrs Margaret Miller

### Committees

**Standing Committee:** This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It consists of the Rector, Churchwarden(s), Treasurer, PCC Secretary and the Fabric Officer. It has not been necessary to convene this committee during 2019.

**Upper Mole Group Council (which reports to the PCC):** Membership consists of the Rectors, Clergy and Churchwardens of Betchworth, Buckland, Brockham, Leigh, Charlwood and Sidlow, and discusses joint events and the way ahead as a group. Brockham and Leigh joined the Upper Mole Group in January 2017. The Council has met on three occasions during the year.

**Other sub-committees:** These are formed on an ad hoc basis. The Education and Outreach and the Worship sub-committees continue to operate across the Benefice.

#### *Education and Outreach, Joint Parish Sub-Committee*

This is part of the development and growth of mission for both Parishes with a remit to

- Discuss and support the needs of young people, which includes services and activities for younger people, and links with schools and young people's groups
- To discuss prayer and action in the wider world for the desperately needy at home and abroad.
- To discuss how the local Church can reach out to the members of our community promoting and encouraging participation.
- To overview Christian study and education for adults and the younger generation in the parishes.
- Cover the planning of outside giving and develop a current giving plan for presentation to the PCC

The committee has met three times during the year and is a valuable medium to help plan and obtain support for outreach projects and our work with younger families in the villages. (See later detailed report Part 2)

#### *Worship, Joint Parish Sub-Committee*

The Rector, churchwardens, organist, musicians, service rota planners and choir director consider and guide all aspects of services and related activities for the United Benefice of St Michael's Betchworth and St Mary the Virgin Buckland.

The sub-committee is responsible to the PCC for reviewing and encouraging the worship life including:

- Being alert to trends and movements of worship.
- Assisting in providing a variety of experiences in worship reflecting the differing needs and tastes within the church community; and
- Participating in the planning of special occasions and assisting in the choice and provision of music in worship.

The Committee met for the first time with the new Rector in October 2019 and concluded that it was too early to review the impact of the revised service pattern commenced in September 2019.

## **St. Michael's Church, Betchworth Parochial Church Council**

Specific Sub-Committees for St Michael's have met regularly throughout the year with reports elsewhere in this document. :-

### **Fabric**

To support and guide the PCC on the repair, maintenance and management of the fabric and thereby serve the Church and Community in the implementation of the Mission Action Plan (MAP).

### **Stewardship**

To explore a variety of ways in which we can increase regular giving to the church and try to meet our Parish Support Fund target.

### **Concerts and Recitals**

To plan and make all necessary arrangements for a number of Concerts and Organ Concerts on the Kenneth Tickell organ, each year with the aim of achieving at least a financial break even on these events in order to cover costs and contribute to church funds or other designated purposes.

### **Magazine**

To manage on behalf of the St Michael's Betchworth PCC the monthly production and distribution to all households in the civil Parish of Betchworth of a Parish Magazine, with a view to furthering community cohesion and without placing any financial burden on the Church.

### **Events**

To plan and produce on behalf of St Michael's Betchworth PCC a variety of fund-raising events throughout the year to supplement the church's income and to enable projects and financial targets to be achieved.

### **Objectives and Activities**

The objective of the PCC is to facilitate the smooth running of the church in the village, and, as stated above, to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social and ecumenical

### **Review of the PCC for the year ended 31 December 2019**

The PCC met six times during the year to deal with the usual routine affairs of the parish. A seventh meeting was convened to specifically confirm the PCC's pledge towards the Parish Support Fund in 2020. There was no requirement for the Standing Committee to meet in the intervening months. The Council received regular reports on the following topics: -

Finance

Fabric and churchyard

Deanery Synod/ Diocesan Synod

Upper Mole Group of Churches

Education and Outreach

Safe Church Policy/ Health and Safety



# **St. Michael's Church, Betchworth Parochial Church Council**

## **Churchwardens' Report 2019**

### **Achievements and Performance**

We started 2019 with much enthusiasm as we could just see the end of the interregnum tunnel. The Rev. Anna Moore had been appointed as the new Rector but could not take up her post until Palm Sunday. So, life continued much as before with Canon David Eaton taking on the responsibility for taking most of the services and for finding local clergy to fill any gaps. To this was added the preparations for Anna's Institution and Induction on Wednesday 10<sup>th</sup> April 2019. Arrangements were made to move the temporary tenants from the Rectory, and to get decorators in ready for Anna and her family to move in. Instructions arrived from the Diocese outlining the style of the service and the duties of a chaplain. Invitations were issued and the details of the Service refined for the umpteenth time. Seating plans and sideman's rotas were prepared, parking arrangements sorted, refreshments organised, and a bell rope installed for Anna to pull on to announce to the Parish that she had arrived.

What a joyous occasion it was! St Michaels was full to bursting. All that preparation and scratching of heads culminated in a happy and rewarding service. Microphone problems were successfully bypassed (just in time), and Bishop Jonathan clearly enjoyed the occasion with the choir excelling itself. Anna was formally welcomed by the churchwardens and a number of local dignitaries in the presence of many friends, family, clergy, and parishioners of Buckland, Betchworth, and St Marks (Reigate). An excellent start, with Palm Sunday and the busy Easter season to follow.

Anna wisely took time to meet parishioners and to get to know the parishes before starting to consult with the congregations about making adjustments to the service pattern to meet the needs of the parishes and to match with her time constraints. Meantime we were delighted to welcome many of the local clergy, who had helped out during the interregnum, to a thank you lunch in the Reading Room. A modest presentation was also made to David and Ginny Eaton in recognition of the tremendous care and support that they had provided for the past 15 months.

Two clear objectives emerged which influenced the revised Service pattern which was introduced in September. The first was to find a simpler sequence of services at consistent times each week and then to tailor the services to be more family orientated with opportunities for the younger generation to participate. Service times became standardised at both churches and the family service was now at Betchworth on the first Sunday of the month with children taking over the duties of sidesmen, readers and intercessors, and a junior choir was started. A family communion service on the third Sunday gives a further opportunity for youngsters to participate and to assist with the chalice. Other less obvious changes were the opening up of the west porch in good weather to allow passers-by to see and hear the church in action and to encourage them to visit St. Michaels and the introduction of an electronic collection plate to stay abreast of our increasingly cashless society.

### **Parish Developments**

In February St Michael's again took part in the well-established wedding preparation day at Brockham Church Hall, when couples who are choosing to marry within the Upper Mole Group of churches have the opportunity to learn about what to expect on their wedding day and can compare plans with other couples. This year there were nine weddings at St Michael's and this event has again proven to be extremely useful in getting to know couples better and in helping them to feel comfortable in our church.

The Electoral roll was totally revised during March 2019 and was reduced to 121 church members, with 75 of them living outside of the Parish. This year's Lent Course was arranged for the Upper Mole Group by Revd Sue Weakley. Meetings were held at different locations throughout the group



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and allowed speakers from differing walks of life to explain how their faith was reflected in their working lives.

The high point of the year was of course the institution of the new Rector, but before we could blink there was Anna taking her first service on Palm Sunday service and processing into church with a well-behaved donkey, who seemed to enjoy the experience. Holy Week followed in traditional manner with a well-attended Children's Workshop and a Passiontide service of music and readings on Good Friday. The Easter Morning Service was uplifting and very well attended.

September saw the introduction of the new Service pattern and Harvest Festival was celebrated on a wind-swept Sunday at the end of the month with a Harvest Lunch on Goulburn Green. The church was again beautifully decorated and harvest gifts were taken to Welcare and plants sent to frail and bereaved parishioners.

The fourth Wednesday of every month finds a mixed group of village folk enjoying tea and cakes in the Hamilton Room. This drop-in session continues to flourish and caters for a mixture of young at heart parishioners, dog walkers, cyclists, and occasional stray visitors. All are made extremely welcome by Margaret Miller and her band of helpers and any small profit is donated to charitable causes. Sadly, our traditional Broome Park visitors are currently unable to attend as there is no longer a minibus driver available.

Remembrance Sunday proved wet and blustery, but we were fortunate that this held off as we processed into the churchyard and observed the traditional Minutes silence. We are again grateful to Roy Newstead for sounding the Last Post and Reveille and to Paul Tanner who organised the reading out of the names of the fallen.

Christmas is always a busy time for the church. This year was no exception and started with our fourth Alternative Christmas Tree Festival organised again by Pam Armitage. The level of ingenuity was astounding, and some twenty trees were on display on 29<sup>th</sup> November and 1<sup>st</sup> December. This year the main tree was white, being made of knitted cot blankets for premature babies which are used to maintain the mother's scent whilst the baby is in an incubator. This proved to be a most enjoyable and friendly event which Bishop Christopher found thoroughly enchanting.

One casualty of the Festival was Choral Evensong which is now normally on the first Sunday of the month. This was arranged to co-ordinate with Brockham and to save our Organist from being permanently at the keyboard on the first Sunday. So, in view of the preparations for the forthcoming Service of Nine Lessons and Carols, the choir were granted a week off. The organ continues to be at the heart of musical life at St Michael's, and we have been treated this year to two splendid Organ recitals, one from Anne Page in June and then from Christopher Herrick in October.

Music continues to be a feature of our weekly worship and we are so grateful for the time and effort that the choir and our organist dedicate to this inspiring aspect of our services. To this must now be added the new dimension of the family choir which we hope will develop and strengthen under the guidance of Toby Garood as the year progresses. We look forward to their involvement next year in the Service of Nine Lessons and Carols and helping to exceed the outstanding performance produced once again by Melvin and the choir, (including some familiar old faces), this year.

The Christmas Eve Crib Service was again attended by some 400 people, proving it to be a major Christmas attraction. For the second year running there was no Midnight Service at Betchworth due to resource constraints, but Buckland church was filled to capacity. St Michael's was very well attended on Christmas morning, and several children were evident with new toys. Disappointingly the increased congregation wasn't reflected in the Christmas collections at Betchworth, which were below those in previous years.

Financial matters are always key matters for the PCC, and we are grateful to Charles Hardy for his expertise in this area. However, we came under some criticism by the Diocese when we came to set the level of the Parish Support Fund for 2020. This year we have paid the promised £35,000 pledge in full but considered it appropriate to reduce this in 2020 to reflect the reduced level of Clergy



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hours and potential fabric expenditure. Our finances are finely balanced at the moment and we expect to need further fund raising this year once the cost of Fabric work is firmly established by our Fabric Officer, Paul Tanner. Meantime we haven't revised our £25,000 pledge for 2020 but have continued our policy of charitable giving to a range of needy projects at home and abroad. (See details in the accounts).

St Michael's is blessed with small army of wonderful people who keep our church running. Many of these folks go unnoticed and unsung and without them our church services would sadly grind to a halt. This is an opportunity to express our hearty thanks to you all, be you sides-people, lesson readers, intercessors, flower arrangers, coffee servers, lockers-up, church cleaners, bell ringers, choir members, musicians and so many, many others. On behalf of the PCC we give heartfelt thanks to everyone seen and unseen, who has worked so hard for our church and our community

***Bernard Hawkins and Linda Slater, Churchwardens***

### **Safeguarding**

A Parish Safeguarding Officer (PSO) is there to be a contact for anyone who is, or thinks another is, being controlled, suffering abuse or may be at risk of physical or mental harm. A PSO is also responsible for arranging a DBS check (Disclosure and Barring Service) on anyone who is working, through the Church, with young, vulnerable children or adults.

During 2019 a number of changes have taken place, Southwark Diocese has increased the amount of information required to be on the Church Noticeboard and website, to include National sources of help. We have also updated our records to include Rev Anna's details. Annually we have to complete a Safeguarding Audit which this year has included researching any Safeguarding incidents in previous years. These reports have been forwarded to the Southwark Safeguarding officers.

Safeguarding training is available for anyone who is working, or helping in any Church activity with children, young people, or vulnerable adults, please ask for details.

A copy of the Safeguarding manual 'A Safer Church' is held in the Vestry and can also be found on the Southwark Diocese website.

Contact details for the PSO in this Parish are in the Parish magazine, on the Noticeboard in the Church Porch and on the Parish website.

***Margaret Miller (PSO for St Michael's Betchworth)***

### **Report on the Fabric of St Michael's Betchworth for 2019**

The Fabric Committee met on 6<sup>th</sup> June, 4<sup>th</sup> August, 11<sup>th</sup> December 2019 and 20<sup>th</sup> February 2020. Those matters requiring regular assessments, surveys, maintenance, testing and certification have been monitored and addressed. The Logbook is complete and up to date. A Fire Risk Assessment is in preparation, as is a Health and Safety Assessment. We understand that environmental matters will be addressed by a new PCC sub-committee.

There has been much discussion of which items identified in the Quinquennial Inspection should be addressed. Subject to PCC approval, this has been resolved through lengthy site inspection, discussion and correspondence with the QQI Architect and now covers:

- Regular inspection and clearance of the valley gutter above the organ.
- Electrical monitoring of humidity levels between the organ and valley gutter to warn of leakage.
- General overhaul and renewal of rainwater gutters, hoppers, downpipes and gullies.
- Clearance of loose mortar and pointing to the North nave and aisle slopes.
- Clearance of moss etc. from these slopes and the south aisle slope.
- Perimeter handrail to the Belfry staircase.

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- Minor electrical repairs.
- When scaffolding has been raised to undertake these works, we will inspect all accessible stonework to decide the extent of repairs to such.
- We will also review the stonework to the western gable wall and whether this is linked to the cracking above the associated window.

When we have PCC approval to these proposals, the QQ Architect will be invited to submit a fee quotation for dealing with these works. Subject to a satisfactory response and completion of the necessary Faculty, he will be instructed to proceed.

There has been no change to the church effects and chattels during the year.

The Fabric Committee has also considered how the PCC might wish to address these contemporary challenges:

- **Access for All:** By making the West lobby the main entrance, lowering external pathways to minimise any internal ramping, creating a glazed internal lobby which would allow external security doors to be kept open (thereby offer a more inviting view into the church) and by forming convenient spaces for wheelchair users.
- **Improved Lighting:** The Committee is meeting three electrical contractors to obtain budget costs for PCC's consideration.
- **Enhanced Community Use:** Moving the main entrance to the West door will invite consideration of the arrangement of internal furniture and fittings, how sidesmen welcome members of the congregation and what other opportunities this might generate. Members of the Fabric Committee and others were impressed by the reordering undertaken at St Peter ad Vincula, Wisborough Green to similar effect.

*Paul Tanner, Fabric Officer*

### Electoral Roll and Church attendance

The Electoral Roll shows the following numbers:

	31 December 2019	31 December 2018	31 December 2017
Within the parish	46	68	60
Outside the parish	75	90	108
	<hr/>	<hr/>	<hr/>
	121	158	168
	<hr/>	<hr/>	<hr/>

Linda Slater, our Electoral Roll Officer has advised that at 31 December 2019 we had 121 names on the roll, 46 within the Parish and 75 outside the Parish. These figures have reduced significantly in 2019 as under the Church Representation Rules a completely new Church Electoral Roll was required.

Average weekly church attendance in 2019 was 35, plus on average 6 under 16s, (2018 was 27 adults and no under 16s), a notable change this year. Attendance at major festivals totalled 118 on Easter Day, and 668 for all Christmas Services (including the Carol and Crib Services).

In St Michael's, there were 9 baptisms, 8 weddings, 10 Funeral and Crematorium services and 3 burials of cremated remains.



## **St. Michael's Church, Betchworth Parochial Church Council**

### **Upper Mole Group Report for 2019/20**

*(Comprising the Parishes of Betchworth, Buckland, Charlwood, Sidlow Bridge, Brockham and Leigh).*

The Group Council consists of Licensed Clergy and Churchwardens of the six Churches who have met on three occasions during 2019. The AGM was held in May 2019 when Anna Moore was welcomed to the Council and it was agreed to share the chairmanship between the clergy i.e. Jonathan Willans, Sue Weakley and Anna, on a rotating basis.

All six parishes continue to be active members of the group and the Clergy have met separately and regularly throughout the year for prayer and discussion on common concerns.

Joint Services have been held at Sidlow (Candlemas) in February 2019, at Betchworth in September and at Leigh (Candlemas and Tower Restoration) in February 2020. The Wedding Preparation Day was again held in February 2020 and was much appreciated by our wedding couples.

A Lent course featuring the film "The Way" has been organized for Spring 2020 and will deal with the challenges we face in navigating this ever changing and complicated world. These sessions will journey around the group on Tuesday evenings in Lent.

Deanery dates and news are discussed and flagged up for interest. News from around the Parishes and Dates for Diaries are shared and reported in the Minutes (made available to the PCC's as a form of sharing amongst the Churches), and open invitations included to various events held throughout the Parishes.

### **Southwark Diocesan Synod Report**

Since my last APCM report there have been three Diocesan Synod meetings in London: in March 2019 when I was away, in July which I attended and in November which I also attended. The fourth one is in March 2020 in two weeks which I intend to attend along with the other six or seven Reigate Deanery delegates.

Over this past year we have had speakers on the on-going Fresh Expressions (FE) which had a new department established a year ago building on the success of FE and looking at how they/we can imagine working with other churches to grow the churches more. What is Fresh Expression? A fresh expression is a form of church for our changing culture established primarily for the benefit of people who are not yet members of any church.

We heard in November 2019 from the head of Giving, Gabby Parikh, about the Parish Support Fund. This is the way parishes now give to the Diocese for the costs of the work it does for parishes and especially for the cost of parish stipendiary clergy E.G. our Rector. Gabby explained the importance of the Parish Support Fund and its success in the last three to four years since its implementation. This was despite the parish collection growth dropping from 99% to 98.5% during 2019. Two thirds of parishes were *not* self-financing (like ours) and one third was and supported the other two thirds by giving generously. This had remained largely the same since the scheme had been introduced with different parishes joining and leaving the group. However, for the first time 2019 saw a small drop in pledges from parishes which cover their own indicative costs. Gabby acknowledged that there were challenges ahead particularly due to the current (November pre-Brexit) uncertain economic environment and in response the Diocese would have a greater focus on its Giving Strategy in 2020.



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Use of the Parish Giving Scheme-Direct Debit system developed by Gloucester Diocese where the costs are covered by Gloucester is being used by 27 Diocese and more parishes in Southwark will be part of a piloting project of the scheme around this Easter. It is a way of giving more efficiently and there is evidence that shows it can give rise to an increase in giving. It is a system whereby each month the parish receives back the money donated plus the gift aid which helps parishes' cash flow. The Gloucester Diocese Scheme performs the gift aid administration for parishes. Southwark will be launching a wider launch of this scheme in September 2020.

Collections, project funding from the Church Commissioners and strategic land planning in the Southwark Diocese, which involved selling some land, enabled a balanced budget for Southwark Diocese to within 1% of the £25m Diocesan budget. Chair of Diocesan Board of Finance (DBF) Alan Saunders took us through the Budget and the 3 year forward view. Stipends for clergy (their pay, grants and moving costs) account for £12.6m of the budget. Incumbents will receive only a 1% increase in their stipends this year and the stipends will rank 13<sup>th</sup> in the C of E in 2020. The Clergy pension scheme contribution rate is unchanged at 39.9%. There is an amount pledged given to the Diocesan Board of Education for the church schools, but the Multi Academy Trust for Academy schools is fully self-financing now. The Synod approved the total budget expenditure of £25.75m which is based on the total budgeted income of £25.57m.

Another area of growth and interest is that of Eco Church. The Southwark Diocese intends to achieve Eco Diocese, Bronze level by 2025 at the latest. Eco Diocese is an initiative to encourage diocesan-level engagement with Eco Church and promote local church participation in the scheme.

The initiative aligns directly with the CoE's fifth Mark of Mission, namely, to strive to safeguard the integrity of creation and sustain and renew the life of the earth. It is a real opportunity for step change as we face one of the greatest challenges of our time. The care of God's creation is central to our Christian faith. The issue of Climate change is far more urgent in many of the other 42 provinces of the Anglican Communion and it will be a priority at the Lambeth Conference 2020. There is a one-day-a-week member of Diocesan staff, Laura Baggaley, who is the Environment Admin Co-ordinator at Trinity House. She is available to support anyone wishing to work on such issues in the Deaneries and parishes. Our PCC has a recently formed sub-group for Climate Change and Eco-Church.

***Ginny Eaton.***

### **Report on Southwark Diocesan Board of Education**

The structure of the Board is made up of delegates from Croydon, Kingston, and the Woolwich Episcopal Areas. Each of these three Areas has two Archdeaconries and from each of those there should be three people: a member of Synod, a clergy person, and a lay person. (My understanding was that I was from the Diocesan Synod, but it lists me as the Lay Member and another woman as the Synod Member, she and I both sit on Diocesan Synod). Our clergy member was the Rev Canon Carol Coslett; I am not sure who the new clergy member is for our Reigate Archdeaconry.

The Board is very big with more than 30 members with Bishop Jonathan as Chair. Our President is Bishop Christopher, but he doesn't attend Trustee meetings. The Director of Education, Colin Powell is always in attendance and speaks on most items on the Agenda. Although he hands over to the finance officer to report at Board meetings and to another officer for the MAT (Multi Academy Trust) report.

The Board of Education provides support to \*92 Primary schools, \*14 Secondary schools-including 2 all-through schools: 4-16/18 yr. olds, \*37,000 children and young people and \*7 Higher and 5 Further Education institutions through its role in Chaplaincy.



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Some of the listed achievements and performance: \* 35% of schools were graded 'Outstanding' against a national average of 20% (Aug 2018). \* 90% of all schools were graded 'Good or better' by Ofsted against national average of 86%. \* The Diocesan average of the proportion of students achieving 5 or above in English and Maths was 52% compared to national average of 43%. \* 58 schools undertook significant building works (not including expansions/bulges). \* The annual Head/Deputies conference held at Canterbury was attended by more than 100 delegates. \* The Further Ed framework was embedded. \* Our property rental portfolio was reviewed further to achieve a better income.

The Director of Education for SDBE, Colin Powell, reported that the Boards aim is to 'offer exemplary service to our schools' and it is clear, from much stated and recorded to the Board that they are doing just that.

Latest news is that Colin Powell is to retire as Director of the SDBE in August 2020 after seven years in post.

*Ginny Eaton*

### **Reigate Deanery Synod Report**

*The Deanery Synod representatives for Buckland and Betchworth are: Tom Briscombe, Jean Cooke, Linda Slater, Margaret Miller, with Ginny Eaton on the Diocesan Synod.*

The **Deanery Synod** met three times in **2019** at churches within the Reigate Deanery. Area Dean – Anita Colpus, Deanery Lay Chair – Mr Chris Elliott, and Mrs Christine Elliott, Secretary.

#### **February's meeting: (26<sup>th</sup> Feb) St Mark's Church, Reigate.**

Rev

Anita Colpus welcomed as Area Dean. Five Marks of Mission were to be discussed by various speakers, commencing with the third, 'tend' and the fourth 'transform' including lunchbox Library, Holiday Hunger and Refugee Action. Discussion held on serious youth violence and knife crime - how the church can respond. Trustees of the Deanery Trust are Libby Green and Rev John Kronenburg. 'Refreshing Church' was the theme of the Lay Conference to be held 14<sup>th</sup> Sept 2019, the main speaker, Paula Gooder - Canon Chancellor St Paul's Cathedral.

#### **June's meeting: (26<sup>th</sup> June) St Luke's Church, Reigate.**

Rev Anita Colpus welcomed Rev Tim Astin to talk on the fifth mark of Mission. Groups formed to consider the environment crisis. Tim spoke of Eco Church. A silver award was given to one church for water butts and sensor lighting! Youth and Comms Worker Amy Reeves took 49 children sailing on Norfolk Broads. Several Refugee families now have Wi-Fi and TVs. Andrew Cunnington said St Matthews food bank was a great success. Chris Elliott announced that he and Christine (Sec) would be standing down in 2020.

#### **October's meeting: (17<sup>th</sup> Oct) St John's Church, Redhill.**

Bishop Jonathan invited to speak on the success of Parish Support Fund, fourth mark of Mission, Brexit and breathing new life into Deaneries. Chris spoke of three vacancies for House of Clergy and one for the Laity. Rev Anita and Rev Dr Nigel Griffiths were elected to the Diocesan Synod. Kim Honey reminded us of another Ascension Day Service atop Reigate Hill. Rachel Gardner reiterated the large sums of money available for youth work and training. A new CSI Easter training course is available taking children through Easter using science.

## **St. Michael's Church, Betchworth Parochial Church Council**

### **Finance**

This year, we have once again been able to pay our parish pledge (of £35,000 (2018 £34,000)) in full and show a small surplus for the year on the general account (of £2,623). Recurring income has again fallen, partially but not exclusively due to the lack of a Flower Festival in the current year. Expenses have also fallen, due to not having needed to spend anything on church repairs. Overall, whilst we have an accumulated surplus on the general account of £46,209, our finances nonetheless remain precarious, in that the work required by the last quinquennial report will require substantially more than the £32,226 in the fabric fund.

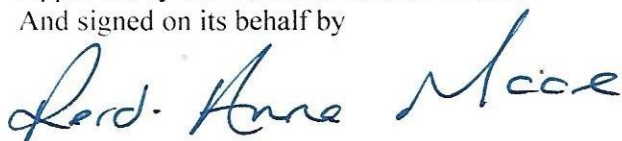
### **Reserves Policy**

It is the policy of the PCC to seek to maintain adequate, but not excessive, reserves, to be used for the specific purposes for which they are identified. Cash representing reserves not immediately required is invested with the CBF Church of England Deposit Fund.

### **Other Information**

There have been no transactions between the PCC and related parties (as defined by the Charities Act 2011 and the Charities SORP) nor has the PCC identified any major risks (other than the availability of continued funding, a topic of continued consideration by the PCC) which impact the work of the Church in the parish.

Approved by the Parochial Church Council  
And signed on its behalf by



A Moore  
Rector

March 2020

6 April



## St. Michael's Church, Betchworth Parochial Church Council

### Independent Examiner's Report to the Parochial Church Council ('PCC') of St Michael's Church, Betchworth

This report on the financial statements of the PCC for the year ended 31 December 2019, which are set out on the following pages is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and S.145 of the Charities Act 2011.

#### Respective responsibilities of the PCC and the examiner

As Charity Trustees you are responsible for the preparation of the accounts and you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

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

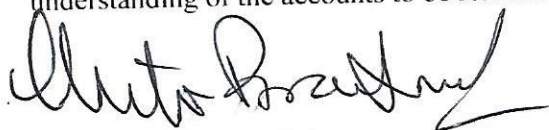
#### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence which 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 give me reasonable cause to believe that in any material respect the requirements:
  - (a) to keep accounting records in accordance with section 130 of the Act; and
  - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mrs Chris Braidwood F.C.A.  
Chartered Accountant  
Lowood  
The Street  
Betchworth  
Surrey RH3 7DJ

~~March~~ 2020

7th April

# St. Michael's Church, Betchworth Parochial Church Council

## Statement of financial activities For the year ended 31 December 2019

	General fund- unrestricted £	Fabric fund- restricted £	Total 2019 £	Total 2018 £
<b>Incoming resources (Note 2)</b>				
Incoming resources from donors	60,505	2,750	63,255	65,723
Income from ancillary transactions	14,570	4,041	18,611	24,267
Other ordinary income	3,644	-	3,644	5,370
Income from investments	-	-	-	-
<b>Total incoming resources</b>	<b>78,719</b>	<b>6,791</b>	<b>85,510</b>	<b>95,360</b>
<b>Resources used (Note 3)</b>				
Grants & donations	5,817	-	5,817	5,216
Activities directly relating to the church	62,454	823	63,277	63,685
Church management and administration	7,825	-	7,825	6,798
Church repairs	-	-	-	4,900
<b>Total resources used</b>	<b>76,096</b>	<b>823</b>	<b>76,919</b>	<b>80,599</b>
<b>Net movement in cash funds</b>	<b>2,623</b>	<b>5,968</b>	<b>8,591</b>	<b>14,761</b>
Net Current Assets brought forward from 31 December 2018	43,586	26,258	69,844	55,083
<b>Net Current Assets carried forward at 31 December 2019</b>	<b>46,209</b>	<b>32,226</b>	<b>78,435</b>	<b>69,844</b>
<b>Organ brought forward</b>			298,327	304,956
Depreciation of organ			(6,631)	(6,629)
<b>Organ carried forward</b>			<b>291,696</b>	<b>298,327</b>
<b>Total net assets at 31 December 2019</b>			<b>370,131</b>	<b>368,171</b>



# St. Michael's Church, Betchworth Parochial Church Council

## Balance Sheet 31 December 2019

	2019 £	2018 £
<b>Fixed Assets (Note 6)</b>		
Organ	291,696	298,327
<b>Current Assets</b>		
Cash at bank	79,812	66,983
Debtors	1,528	4,297
	81,340	71,280
<b>Current Liabilities</b>		
Wedding fees received in advance	(800)	(800)
Other creditors	(2,105)	(636)
	(2,905)	(1,436)
Net current assets	78,435	69,844
Total Assets	370,131	368,171
<b>Funds</b>		
General fund	46,209	43,586
Fabric fund	32,226	26,258
Organ fund	291,696	298,327
Total Funds	370,131	368,171

These accounts were presented to the Parochial Church Council and approved by them on <sup>6 April</sup> ~~18th March~~ 2020.

Signed by:

*Revd. Anna Moore*

A Moore

Rector

# St. Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts

31 December 2019

### 1. Accounting policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention.

#### General Fund

General funds represent the funds of the Parochial Church Council (the 'PCC') that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

#### Income Resources

##### *Voluntary income and capital resources*

Collections are recognised when received by or on behalf of the PCC.

Planned giving received from pledges is recognised only when received.

Income tax recoverable on pledges or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised from events are accounted for gross.

Sales of books, leaflets and magazines from the church bookstall are accounted for gross.

##### *Income from investments*

Dividends and interest are accounted for when receivable.

#### Resources Used

##### *General expenses*

General expenses are accounted for on an accrual's basis.

##### *Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

##### *Activities directly relating to the work of the Church*

The parish pledge is accounted for as it is paid. Any pledge amount unpaid at 31 December is not provided for in the accounts as it is an optional (and not a legal) liability. For 2019, the full pledge of £35,000 (2018: £34,000) has been paid.

##### *Organ*

Direct building costs of the organ have been capitalised. Depreciation is charged at 2% p.a. to write off the total cost over 50 years.



# St. Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts

31 December 2019

	General fund- unrestricted £	Fabric fund- restricted £	Total 2019 £	Total 2018 £
<b>2. Incoming resources</b>				
<b>2a. Income resources from donors</b>				
Covenants	34,590	2,750	37,340	42,213
Collections at services	12,670	-	12,670	12,560
Sundry donations	12,695	-	13,495	10,950
Grants	550	-	550	-
	<u>60,505</u>	<u>2,750</u>	<u>63,255</u>	<u>65,723</u>
<b>2b. Income from ancillary transactions</b>				
Magazine	8,264	-	8,264	8,296
Fees re: weddings, burials etc	6,306	-	6,306	5,043
Harvest supper/lunch	-	530	530	1,325
Flower Festival	-	-	-	6,749
Brockham Bonfire	-	800	800	850
Alternative Christmas Tree Festival	-	907	907	980
Confetti sales	-	190	190	195
Concerts	-	1,614	1,614	829
	<u>14,570</u>	<u>4,041</u>	<u>18,611</u>	<u>24,267</u>
<b>2c. Other ordinary income</b>				
Sundry sales	730	-	730	1,560
Contribution from Buckland to Benefice costs.	2,914	-	2,914	3,810
	<u>3,644</u>	<u>-</u>	<u>3,644</u>	<u>5,370</u>
<b>2d. Income from investments</b>				
Interest	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total incoming resources</b>	<u>78,719</u>	<u>6,791</u>	<u>85,510</u>	<u>95,360</u>

# St. Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts

31 December 2019

	General fund- unrestricted £	Fabric fund- restricted £	Total 2019 £	Total 2018 £
<b>3. Resources used</b>				
<b>3a. Grants &amp; donations</b>				
Charitable giving (see Note 4)	5,817	-	5,817	5,216
<b>Activities directly relating to</b>				
<b>3b. the work of the church</b>				
Diocesan quota and fees	37,037	-	37,037	35,385
Clergy expenses	653	-	653	345
Lighting, heating, and water	4,019	-	4,019	1,498
Church maintenance	966	-	966	2,063
Magazine costs	3,366	-	3,366	3,599
Upkeep of churchyard	5,620	-	5,620	5,402
Organist	2,936	-	2,936	3,014
Music costs	275	-	275	136
Organ and piano servicing, etc.	683	-	683	1,610
Organ concert costs	-	810	810	760
Harvest supper/lunch costs	-	13	13	224
Insurance	5,291	-	5,291	5,187
Flower Festival costs	-	-	-	1,000
Church activities	1,608	-	1,608	3,462
	62,454	823	63,277	63,685
<b>3c Church management and admin</b>				
Administration assistant	5,928	-	5,928	4,904
Paper and printing	1,897	-	1,897	1,894
	7,825	-	7,825	6,798
<b>3d. Church repairs</b>				
Gateway	-	-	-	4,210
Fire and Asbestos surveys	-	-	-	690
Roofing/ gutters	-	-	-	-
	-	-	-	4,900
<b>Total resources used</b>	<b>76,096</b>	<b>823</b>	<b>76,919</b>	<b>80,599</b>



# St. Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts

31 December 2019

### 4. Donations

	2019	2018
		£
<b>General Donations</b>	£	
Welcare	340	340
The Children's Society	200	200
Bishop of Southwark Lent Fund	456	550
Church Urban Fund	300	300
Farming Communities Network	300	300
The Bible Society	100	100
Royal British Legion	620	660
Zimbabwe Link	250	250
Lungi Sierra Leone	1,000	1,000
Practical Action	1,000	1,000
Robes Project	400	300
	<u>4,966</u>	<u>5,000</u>
<b>Donation of funeral collections</b>		
	<u>-</u>	<u>-</u>
<b>Other</b>		
Reigate Deanery Synod	-	41
St. Bede's	25	75
Bishop of Southwark Ordination Fund	776	-
Great Ormond Street Hospital	-	100
Kilmarnock Horse Rescue	50	-
	<u>851</u>	<u>216</u>
	<u>5,817</u>	<u>5,216</u>

# St. Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2019

### 5. Magazine (2b and 3b)

Income comprises:	2019 £	2018 £
Donations	2,621	2,974
Advertising	5,643	5,322
	<hr/> 8,264	<hr/> 8,296
<b>Expenditure comprises:</b>		
Printing costs	(3,366)	(3,599)
	<hr/>	<hr/>
<b>Balance</b>	<hr/> 4,898	<hr/> 4,697
	<hr/>	<hr/>

### 6. Organ Fund

	2019 £	2018 £
<b>Fixed Assets comprise:</b>		
Cost	331,473	331,473
Depreciation	(39,777)	(33,146)
	<hr/>	<hr/>
Net book value	<hr/> 291,696	<hr/> 298,327
	<hr/>	<hr/>