

ST PETER'S CHURCH HERSHAM

**Parochial Church Council's Report and Unaudited Accounts
for the year ended 31 December 2019**



St Peter's Church Hershham

"Going for Growth by Attracting, Engaging and Involving"

St Peter's Church, Hersham

Contents

Legal and Administrative Information	3
Report and Proceedings of the Parochial Church Council	4
Statement of Responsibilities of the Members	11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15

The painting St Peter's Church building shown on the cover page is reproduced with kind permission of Geoff Trickey

St Peter's Church, Hersham

Legal and Administrative

Incumbent and Chairman of Parochial Church Council	Rev. Jackie Richardson (from 1 April 2019) *#
Associate Priests	Rev. Sue Gray # Rev. Jonathan Andrew (until 22nd July 2019) Sheila Samuels (until 5 th May 2019)
Ordinand in training	
Licensed Lay Minister	Deborah Lock
Reader Emeritus	Adela Foddy
Parochial Church Council Members	Paul Adams * Jane Anderson * Debbie Bradley John Cramp (Health & Safety Officer) Sarah Gardner (until 22 Jan 2020) Margaret Hicks Paul Hughes Stephen Ind Clare Jones (until 28 April 2019) Tony Skrzynecki * Pat Shore Trish Stone Derek Williamson Malcolm Reid*
Churchwardens	David Meador *# (Vice Chairman of the PCC) Andrew Strong *#
Representatives on the Deanery Synod	Lulu Button # Sarah Gardner # (until 22 Jan 2020) Lynne Watson* # (Safeguarding Officer)
Pastoral Assistants	Margaret Kimmance Sara Langley Sarah Tourell (Parish Secretary) Lorelie Staines
PCC Secretary	Jane Anderson
Treasurer	Malcolm Reid
Web Site	www.stpetershersham.com
Principal address	The Parish Office 1 Burwood Road, Hersham Surrey, KT12 4AA
Bank	Lloyds Banking Group plc, 83 High Street, Walton-on-Thames, Surrey KT12 1DU
Independent Examiner	Warner Wilde Limited, Chartered Certified Accountants and Registered Auditors 4 Marigold Drive, Bisley, Surrey, GU24 9SF
Architect:	Radley House Partnership Radley House, 8 St Cross Road, Winchester SO23 9HX
Charity registration number	1131361

* Members of the Standing Committee # Ex-officio members of the PCC

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

The Parochial Church Council of St Peter's Hersham (the "PCC") presents its report and accounts for the year ended 31 December 2019.

Structure, governance and management

The PCC, which is in the Diocese of Guildford, is part of the Church of England and was established by the Parochial Church Council's (Powers) Measure 1956, as amended, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended). It is a charity registered with the Charity Commission, regulated by the Charities Act 2011 which requires the PCC to report to its congregation and the public at large. PCC members are Trustees of the Charity.

Members of the PCC are appointed in accordance with the Church Representation Rules and normally are elected for a three-year term by nomination of two parishioners. New PCC members are briefed on their responsibilities by the Incumbent as PCC Chairman. In line with Diocesan requirements and where appropriate, PCC members receive training on safeguarding and data protection.

The PCC meets regularly during the year to manage the ordinary business of the Parish, such as the appointment of officers, expenditure and budgeting, the balance and type of our social events, risk management, safeguarding data protection, equipment needs, property matters, and issues raised by Teams. Day-to-day operational management of the Parish is undertaken by the Incumbent and Church Wardens working closely together.

The Parish has an executive committee, the Standing Committee, which sets the PCC agenda and transacts business between PCC meetings. The Standing Committee is also able to agree items of expenditure, within certain parameters, between PCC meetings and, in some cases, makes recommendations to the PCC on particular items.

The Safeguarding Officer ensures that the PCC has a Safeguarding Policy and supporting procedures, and that the Church takes seriously its responsibility for the care and nurture of children and vulnerable adults. She is a member of the PCC and assists the PCC in drawing up procedures and policies on safeguarding.

The Health and Safety Officer seeks to prevent accidents and injuries to those involved with the work of St Peter's and those visiting the Church's premises. His role is also to implement health and safety policies in accordance with the latest guidance working with the Standing Committee and PCC.

The PCC has a Public Relations Policy in order that it may respond appropriately to media requests for interviews. A copy of this policy is available from the Parish Office.

Objectives and activities

The PCC adopted the mission statement on behalf of the Parish:

Attracting, Engaging and Involving

The PCC has the responsibility of co-operating with the Incumbent, the Associate Priest, the Licensed Lay Minister with the objective of promoting in the Parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. It ensures payment of the Parish's contribution to the Parish ministry and Diocesan costs via the Parish Share, and has the responsibility for all the Parish's assets, including its land and buildings: the Church, the Church Hall, St Peter's Lodge and Vauxmead.

Each year the PCC takes time away from its regular duties to strengthen its relationships and to think strategically. To assist with the organisation of the many activities carried out by St Peter's Church, the PCC has appointed Teams which are responsible for executing the tasks that the PCC has determined, and which operate under terms of reference which have been formally approved by the PCC.

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

In 2019 there were Team reports to the PCC on a six-monthly or annual basis, the schedule of which was agreed at the start of every calendar year. The Teams were as follows:

- Baptism
- Christian Development
- Fabric
- Foodbank
- Mission Support
- Pastoral Care
- Publicity and Communications
- Safeguarding Committee
- Stewardship
- Treasury
- Welcome
- Worship & Prayer
- Youth
- Vauxmead Committee

The Teams were supported by groups that run the day-to-day or one-off activities including the following:

- Bell Ringers
- Craft Group
- MAP Coordinating Group
- Music Group
- SPAM (St Peter's Active Men)
- St Peter's Fellowship (Affiliated group)
- Women's Group
- Youth and children's groups: Sunday Club and SPARKS (Sunday mornings children's groups), Young Vines, Gems (a mother & toddler group), TAG

The PCC has given due regard to guidance issued by the Charity Commissioners in deciding what activities the Church should undertake and has complied with the Charity Commission guidance on public benefit and with Section 4 of the Charities Act 2011.

The report of the Proceedings of the Parochial Church Council during 2019 can be viewed on the Church's Web Site.

2019 has been a joyful year for St Peter's Church following the appointment of Reverend Jackie Richardson in November 2018. Jackie's ministry began with her collation, induction and installation on 20th March 2019 by The Right Reverend Dr. Jo Wells, Bishop of Dorking. The church was filled with the clergy from Emly Deanery, parishioners from her previous parish in Weston green, local dignitaries and our own congregation and was a memorable occasion.

Foodbank

St Peter's Hersham PCC continues to be a lead organization in the Walton & Hersham foodbank where demand for its services grows higher. The PCC remains pleased to be part of this work and continues to see its involvement as an important part of its service to the community.

Safeguarding

Much work was done during 2019 on the issue of Safeguarding as this issue takes its rightful place at the heart of the work of the PCC.

On the basis of the report produced by the Safeguarding Officer, the PCC confirmed that it should adopt the Church of England "Promoting a Safer Church" Policy Statement along with the national policies and practice guidance approved by the House of Bishops. This policy statement actively underpins all safeguarding work within the Church.

During the year, the Safeguarding Officer completed the review of all volunteers and helpers, in all capacities, with a view to ensuring that they hold all the necessary approvals and have received appropriate training, this forms the bedrock of policy and procedure for Safeguarding within the Parish. In February 2020 one member of the PCC had not completed his renewal course and was suspended in line with this policy.

Vauxmead

As Managing Trustee of Vauxmead, the PCC continues to seek to enhance and improve the facilities of Vauxmead, an open space field used for sports for young people and community events. The site is now considerably tidier than it has been for many years and, through its Vauxmead committee, the PCC seeks to encourage increased use of the land and buildings. The Burwood Pre-School currently rents from the PCC the St Peter's Institute building on Vauxmead. The Guides rent land for their building and the Foodbank uses the

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

garage on license, as a storage for food and provisions. The involvement of these groups serves the dual purpose of serving to make Vauxmead and its buildings more than self-sufficient from a financial point of view and also to support and enhance its local community links.

Other Areas

In addition, the PCC also:

- Continued to pay close attention to the financial health of the Parish Church; and has been reviewing its Insurance Policies and its main Insurer carried out a Survey and revaluation of the church in September 2019;
- Continued to ensure that Health & Safety is given due care and attention and that the property of the Parish is maintained. In 2019, this also included dealing with the main issues that had arising from the Quinquennial Report and continues in 2020;
- Continued to actively support one home mission, the Hersham Youth Trust, and three overseas missions, through prayer and donations;
- Continued to keep the children and young people of the Parish at the heart of its mission;
- Ensured its record keeping complies with Data Protection legislation.

The Future

During 2020, the PCC will implementing a new Team Structure with the objective of improving how we address the core values of St Peter's – to be Attracting, Engaging and Involving, concentrating on numerical and Spiritual growth and reaching out to our community.

Management of risk

The PCC continues to identify and manage the risks which arise from its day-to-day activities. The PCC categorizes those risks under the headings of strategic, financial and operational; governance and regulation and reputational.

The PCC holds a risk register that identifies the specific risks under each of these categories. It sets out the controls in place to mitigate these risks and the indicators which the PCC has identified to provide assurance that the controls are in place and continue to act effectively to manage these risks.

The major areas of risk are brought to the attention of the PCC for review as a part of the standing agenda over the year and any changes required are minuted and actioned. The major areas on the regular agenda for consideration are the following:

- | | |
|---|--|
| • Annual budget and quarterly reporting | • Insurance policies |
| • Authority levels | • Key-holders |
| • Bank mandate | • Public relations policy |
| • Financial reserves policy | • Safeguarding of children and vulnerable adults |
| • Health & safety | |

The PCC is pleased to be able to report that, in 2019, there were no major adverse risk events arising.

However, with the severe issues arising from Covid 19 virus in 2020, there will be significant financial consequences and it too early to give an evaluation. Following the Prime Minister's announcement of 23rd March, the Archbishops wrote to clergy in support of the measures and again on 27 March, requiring that churches must close both for private worship and public services. Our church buildings are therefore now closed for public worship, private prayer and all other meetings and activities except for vital community services such as the Foodbank until further notice.

In the light of the Prime Minister's announcement about the need for social distancing measures to be put in place, it seems unlikely that parishes will be able to hold their annual meetings (including elections) in the usual

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

way. Therefore, the Diocese of Guildford have postponed the latest date for these meetings to the 31st October 2020. As the Church Representation Rules do not make any provision for a PCC meeting to be held remotely, we have used the provision for business to be done by the PCC trustees by correspondence such as e-mail to approve these accounts.

The vicar and her team have been finding creative ways of staying in touch with parishioners and vitally those who are isolated and vulnerable, in order to give them spiritual support and also practical support as far as possible.

Financial results of activities

The Treasury Team has responsibility to the PCC for overall stewardship of the financial resources. The team's normal activities range from giving financial guidance, to assisting the PCC in the assessment of its budgets, the disposition of assets and its fund raising, through to the day-to-day accounting for its income and expenditure. This includes the preparation of annual budgets and quarterly accounts for review by the PCC.

During the last year, the team also undertook the following:

- Continued using rolling fixed term deposits to manage the cash resources of the PCC
- Administered the confidential stewardship records and submitted regular returns to HMRC for the reclaim of Gift Aid
- Acquired a contactless giving device for use in Baptisms and Weddings
- Supported the Vauxmead and Foodbank Committees in their oversight of costs and assessment of future income options.

The total voluntary activities of the PCC, the various Teams and their members and many other volunteers are considerable and assure the efficient operation of the church and its activities.

In 2019, our voluntary unrestricted income was as follows:

	2019	2018
Voluntary income*	£85,561	£88,978
% (Dec)/Inc	(4)%	

*Excluding restricted sundry donations, fund raising, legacies and gifts-in-kind, but including the attributable tax benefit.

In 2019, our Income (excluding Vauxmead and the Foodbank) of £180,888 increased overall by £4,975, up by 3%, compared with 2018 due to the net effect of the following:

- Increased Hall rental income by £3,135 due to higher usage whilst rates were held at 2018 level;
- An increase in Donations, Legacies and sundry amounts by £6,048 which in main part arises from a legacy in 2019 from the estate of Andrew Sturgis

These increases are offset by:

- Reduced Giving by £3,085;
- Reduced fees from weddings and funerals by £1,619 due to the lower overall number of weddings and funeral services as follows:

<u>No of services</u>	<u>2019</u>	<u>2018</u>
Weddings	6	4
Funeral services	19	26

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

Our unrestricted Total Expenditure this year decreased by £7,261, which is 4% down compared with 2018. The more significant movements year-on-year, were as follows:

- No major accrual for major structural work was undertaken in 2019 whilst costs of £17,500 were accrued in the 2018 accounts to replace the copper covering in the south roof gulleys, Actual expended against this accrual was only £10,272, as the VAT was reclaimed. The internal redecoration remains to be done with the funds held, set aside in 2018;
- Increase in the Parish Share paid to Guildford Diocese by £1734;
- Redecorated the vicarage in time for the arrival of our new vicar at a cost of £2,513;
- Decrease in Administration costs of £1,947;
- Higher Lodge maintenance costs in 2019 by £2,921 following the refurbishment of the garage roof;
- General inflationary increases in Church costs such as Insurance;

Overall, the unrestricted activities of the PCC recorded a net deficit of £21,413. There was however a surplus on restricted activities of Vauxmead of £17,904 and £599 for the Foodbank and a loss on church activities of £259. This resulting total net loss of £3,169 was before gains of £1,137 on the Endowment funds held as investment assets. The Hall was revalued using Building Construction cost indices by £10,280. The investment assets were not revalued. The PCC has the benefit of the net surplus arising from Vauxmead of £17,904 arising in the year.

As a result of these changes in the year, the unrestricted funds available to the PCC increased by £7,511 and the decrease in unrestricted funds was £400.

Looking forward, the PCC approved a budget in December 2019 for 2020 that showed an overall deficit of just over £34,000 for the PCC's own activities before taking account of a surplus on the Vauxmead activities of £17,793 and before any large one-off costs which may arise. The financial budget for 2020 for the foodbank also anticipates a surplus of £1,609. This budget recognized that the PCC's financial position remained reasonably strong although there remains the possibility of unforeseen costs on property matters and there is an ongoing need for further investment into the Vauxmead property, such as the entrance gates replacement, and the overall effects of the COVID-19 virus which cannot yet be estimated which are mentioned above

The PCC recognizes that it will need to continue to manage its finances closely. On this basis, and that the PCC believes that it has sufficient financial resources to meet its currently anticipated needs, these financial statements have been prepared on a going concern basis.

Policy on reserves

The PCC retains a range of unrestricted and restricted funds which are described in Notes 12-15 of the Financial Statements. The Reserve Fund is the PCC's general reserve and is held to cover its day-to-day activities.

The Property Development and Improvement Fund is established to provide for the expected costs of evaluating some intended improvements to Church buildings and other PCC property. No expenditure was made in 2019 but a group has been set up to consider the strategic options for the church.

The Property Repair Fund is an amount set aside to cover quinquennial Church repair or other property costs such as to St Peter's Lodge, a residential investment property or to the vicarage. The PCC expects that this reserve will be used within the next five years to cover roofing, refurbishment and other costs although it will be replaced as the PCC sees fit, dependent on future building plans. In 2018 provision was made to cover the repair of the south roof. The contractor used for the repair estimates that the total cost roof replacement would be £100,000 but no further provision has made as the roof is in good repair.

The Revaluation Reserves relate to valuation surpluses arising on the Church Hall building and St Peter's Lodge. It is the current intention of the PCC to retain these properties for its own use as investment properties and to generate rental income, both of which are important to the PCC's activities. Therefore, this fund will remain for

St Peter's Church, Hersham

Report and Proceedings of the Parochial Church Council

the foreseeable future dependent on any future decisions about the disposition of properties by the Strategic group.

In 2019, the PCC has benefitted from the surplus arising from the management of the Vauxmead site by £17,904 (2018: £17,187).

The PCC's approach to the management of its reserves is prudent but consistent with the requirement to use its resources to fund its activities to meet its vision. The policy on reserves is reviewed each year at the time of approving the financial statements.

Investment policy

The policy of the PCC has been to invest surplus funds in low-risk interest-bearing investments which provide flexibility without penalty (other than lost interest in the event of early redemption) and which meet ethical criteria consistent with the PCC's vision. The PCC does not invest its surplus funds in higher risk investments such as equities or longer-term corporate bonds. In 2019, the Treasury Team continued to use its deposit accounts for planned surplus funds and where appropriate using fixed terms and rates, on a rolling basis in accordance with approvals from the PCC. It was agreed that funds should not be placed on terms in excess of 12 months and should be with recognised institutions of suitable standing.

During the year, the Treasury Team also regularly reviewed the level of funds in its current account to ensure that money was readily available to meet our day-to-day needs. In November 2019 the PCC agreed that funds up to a maximum of £7,000 that were held in excess of expected needs, would be invested with BOOM CU, a financial cooperative who make loans and operates within our local community, helping people in financial difficulty avoid high interest lenders and loan sharks. Boom CU are a not for profit organisation covered by the Financial Services Compensation Scheme.

Mission support donations

The ongoing policy of the PCC is to donate each year an amount equal to a proportion (currently, a minimum of 12.5%) of its budgeted voluntary income from regular giving (incl Gift Aid), for the work of Christian mission outside the parish, both abroad and in the UK. It had previously been decided by the PCC that notwithstanding any reduced level of giving, the amounts set aside for mission support should not be reduced below their previous levels. This year the PCC has donated at an effective rate of 13% (2018: 14.2%) of voluntary regular income and related Gift Aid. There were collections for special donations to e.g. Guildford Bishops Foundation, Mozambique Relief for Casa Reom, which totaled £3,972.

The demand for Walton & Hersham foodbank services increased by 33% in 2019. Generous food donations from members of the community, special donations from schools, churches and the general public at Harvest time, and the collection of food donations at Waitrose, Hersham, Sainsbury Walton and Hurst Park Tesco in December filled the food store. The total weight of food donated was almost 26 tonnes. The continuing generosity of our local community is greatly appreciated.

The PCC supports the foodbank with the provision of volunteers, along with those from St John's, the use of Church buildings and administrative support. Walton Charity's patronage, both financial and managerially, also continues to play a very important part. Significant funding in 2019 came from Elmbridge Council, Trussell Trust, as well as donations from many individuals.

In 2019 the foodbank gave out 1,249 (2018: 938) food parcels representing 3,004 (2018: 2,390) people in need, including 1,101 (2018 1,004) children, an increase of 33% over 2018. The retail value of food distributed was £39,998 (2018: £29,062).

St Peter's Church, Hersham

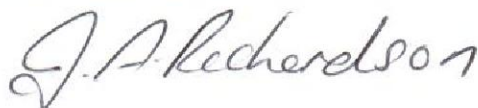
Report and Proceedings of the Parochial Church Council

A personal note from the Vicar

On behalf of the PCC, I thank everyone involved in the different teams and groups that make up the St Peter's family. The ministry team and wardens appreciate the part that each of you play in the ministry and mission of our church.

As I write this letter, the public health lock down measures during the COVID-19 pandemic in which all worship and public services have been suspended, are due to be eased slightly and we are preparing to re-introduce worship in St Peter's soon. During the pandemic we have had to find new ways of 'being a church' in our community and we have continued worshipping together online and found new ways of staying in contact with the congregation and community. This has given us a real opportunity to explore how we minister in the future as we continue to strive to show God's love and live out God's vision in our parish.

Signed on behalf of the Parochial Church Council.



Revd. Jackie Richardson

Chair of PCC

24 June 2020

St Peter's Church, Hersham

Statement of Responsibilities of the Members

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

1. Select suitable accounting policies and apply them consistently; make judgements and estimates that are reasonable and prudent;
2. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
3. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
4. Prepare the financial statements on the going concern basis unless it is inappropriate to presume the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable regulations.

The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

St Peter's Church, Hersham

Independent Examiner's Report

Independent Examiner's Report to the Members as Trustees of St Peter's Parochial Church Council

I report on the accounts of the Trust for the year ended 31 December 2019, which are set out on pages 14 to 23.

Respective responsibilities of Trustees and 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(2) of the Charities Act 2011 (the "2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

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 accounting records were not kept in accordance with section 130 of the Charities Act; or
 - the accounts did not accord with the accounting records; or
 - the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of the independent examination.
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Frances Wilde FCCA MBA DChA
Warner Wilde Limited
Chartered Certified Accountants and Registered Auditors
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Date: 5 August 2020

St Peter's Church Hersham

Statement of Financial Activities for the Year Ended 31 December 2019

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2019 £	2018 £
INCOME						
Income from Generated Funds						
Congregational Giving	2a	85,561	-	-	85,561	88,978
Donations, Legacies & Sundry	2b	11,832	4,673	-	16,505	10,457
Income from Charitable Activities	2c	22,884	-	-	22,884	24,050
Income from Investments	2d	53,609	2,329	-	55,938	52,438
		<u>173,886</u>	<u>7,002</u>	<u>-</u>	<u>180,888</u>	<u>175,923</u>
foodbank	5	-	50,878	-	50,878	38,756
Vauxmead	6	-	34,793	-	34,793	25,933
TOTAL INCOME		<u>173,886</u>	<u>92,673</u>	<u>-</u>	<u>266,559</u>	<u>240,612</u>
EXPENDITURE						
Ministry	3a	81,956	-	-	81,956	82,597
Team Costs and Administration	3b	69,304	4,932	-	74,236	69,746
Church and Vicarage	3c	20,958	1,625	-	22,583	37,155
Upkeep Hall & Lodge	3d	23,081	704	-	23,785	20,621
		<u>195,299</u>	<u>7,261</u>	<u>-</u>	<u>202,560</u>	<u>210,119</u>
foodbank	5	-	50,279	-	50,279	37,933
Vauxmead	6	-	16,889	-	16,889	8,746
TOTAL EXPENDITURE		<u>195,299</u>	<u>74,429</u>	<u>-</u>	<u>269,728</u>	<u>256,798</u>
NET GAINS (Before Gains/Deficits on Investment Assets)		<u>(21,413)</u>	<u>18,244</u>	<u>-</u>	<u>(3,169)</u>	<u>(16,186)</u>
Net Income/(Deficit) on Church Activities		(21,413)	(259)	-	(21,672)	(34,196)
Net Income/(Deficit) on foodbank	5	-	599	-	599	823
Net Income/(Deficit) on Vauxmead	6	-	17,904	-	17,904	17,187
NET GAINS (Before Gains/Deficits on Investment Assets)		<u>(21,413)</u>	<u>18,244</u>	<u>-</u>	<u>(3,169)</u>	<u>(16,186)</u>
Gain/Deficit on Investment Assets	14	-	-	1,137	1,137	(2,571)
NET INCOME/(DEFICIT)		<u>(21,413)</u>	<u>18,244</u>	<u>1,137</u>	<u>(2,032)</u>	<u>(18,757)</u>
Funds Transfers	13	17,904	(17,904)	-	-	-
Other Recognised Gains and Losses		-	-	-	-	-
Gains on Revaluation of Fixed Assets	7a	10,280	-	-	10,280	19,410
NET MOVEMENT IN FUNDS		<u>6,771</u>	<u>340</u>	<u>1,137</u>	<u>8,248</u>	<u>663</u>
TOTAL FUNDS BROUGHT FORWARD		<u>1,208,078</u>	<u>268,114</u>	<u>56,542</u>	<u>1,532,734</u>	<u>1,532,081</u>
TOTAL FUNDS CARRIED FORWARD		<u>1,214,849</u>	<u>268,454</u>	<u>57,679</u>	<u>1,540,982</u>	<u>1,532,734</u>

St Peter's Church Hersham

Balance Sheet as at 31 December 2019

	Note	2019 £	2018 £
FIXED ASSETS			
Tangible fixed assets	7a	536,486	536,242
Investment assets	7b	854,179	853,042
TOTAL FIXED ASSETS		1,390,665	1,389,284
CURRENT ASSETS			
Stock		250	250
Debtors	8	13,541	13,901
Cash at bank and in hand	9	155,105	154,149
TOTAL CURRENT ASSETS		168,895	168,300
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	10	18,578	24,850
NET CURRENT ASSETS		150,317	143,450
NET ASSETS		1,540,982	1,532,734
THE FUNDS OF THE PCC			
Unrestricted income funds	12a	117,589	115,078
Revaluation reserve	12a	1,098,000	1,093,000
TOTAL UNRESTRICTED INCOME FUNDS		1,215,589	1,208,078
Restricted funds	13	35,714	36,114
Restricted funds: revaluation reserve	12b	232,000	232,000
TOTAL RESTRICTED INCOME FUNDS		267,714	268,114
Endowment funds	14	57,679	56,542
TOTAL PCC FUNDS		1,540,982	1,532,734

Approved by the Parochial Church Council of St Peter Hersham on 24th June 2020.

Signed by Revd. Jackie Richardson



St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the "Charities Act 2011" and UK Generally Accepted Accounting Practice as it applies from 1 January 2016. The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the PCC. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of Freehold properties and to include investment properties and certain financial instruments at fair value.

The expenditure is presented in the financial statements under the activities set out in Note 3 below. The administrative support, upkeep of Church property and maintenance of ministry expenditure are primarily directed towards the execution of St Peter's day-to-day activities in pursuing its mission.

1(a) Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated by the PCC for a particular purpose are unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law including the activities under the Vauxmead Trust for which the PCC is the managing trustee. They do not include the accounts of groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

1(b) Income

Voluntary income

- Standing orders, envelopes and cash collections are recognised when received by or on behalf of the PCC.
- Planned giving is recognised when received.
- Gifts in kind are reflected as income and expense when the gift is actually made.
- Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- Funds raised by the creativity day, fête, flower festival and similar events are accounted for gross of attributable expense.
- The foodbank donations and distributions of produce are valued on the basis of an estimate of their average retail value using guidance provided by the Trussell Trust.

Rental income

- Rental income from the letting of Church premises is recognised when the rent is due.

Interest and tax

- Dividends and interest are accounted for when receivable.
- Income tax recoverable on gift aid donations and other income is recognised when the income is recognised.

Fees for weddings and funerals

- Fees chargeable, for such activities as weddings, are shown gross of any expenses incurred, such as fees for the organist, choir, bell ringers and vergers, net of amounts collected on behalf of the Diocese.

Gains and losses on investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December each year.

1(c) Expenditure

Mission support

- Donations are accounted for when paid, or when awarded, if that award creates a binding obligation on the PCC.

Maintenance of ministry

- The parish share is accounted for when payable.

1(d) Fixed Assets

Freehold land and buildings and movable church furnishings

- Consecrated and beneficed property is excluded from the accounts by s.10(2)(c) of the Charities Act 2011.
- No value is placed on movable church furnishings held by churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC regards such assets as an integral part of the fabric of the Church building with immaterial alternative-use value. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.
- Freehold buildings not held for investment purposes are revalued each year and depreciated on a straight line basis over 50 years. This relates principally to the Church Hall property.
- Freehold property held for investment is held at PCC valuation and the value reassessed periodically. This relates to St Peter's Lodge (a residential property located in Burwood Road), and the buildings owned by the Vauxmead Trust (land located in Burwood Road).

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. Computers are written off in the year of acquisition.

Investments

- Investments are valued at market value at 31 December each year unless otherwise stated.

1(e) Current Assets

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provisions for amounts that may prove uncollectable.
- Short-term deposits include cash held on deposit with the COIF Charities Deposit Fund and Lloyds TSB.

1(f) Current Liabilities

- Liabilities and the resulting expenditure are recognised when either a legal or constructive obligation is recognised.

1(g) Associated Organizations

Associated organisations are St Peter's Fellowship, Little Gems, Walton & Hersham foodbank (The 'foodbank') and Vauxmead Trust ('Vauxmead'). Surpluses/deficits arising from these activities are applied for the key purpose of each. Their accounts are included as a part of these PCC accounts. St Peter's Fellowship is an organization of members of the congregation which undertakes its own fund raising and incurs costs, including charitable donations, pursuing activities in line with the broader purpose of St Peter's Church. The PCC assumes responsibility for the activities of "Little Gems", a playgroup for pre-school children and their carers, raising money by subscriptions for attendance and other activities, including charging for refreshments, arts and crafts and other activities consistent with the purpose of Little Gems. The foodbank is a partner - through the PCC - of the Trussell Trust, whose network provides three days of emergency food to men, women and children in crisis. The foodbank is supported by St Peter's PCC, the Walton Charity and Elmbridge Borough Council and also by local charitable giving by individuals, other local churches and local businesses. The PCC holds as trustee the land of the Vauxmead Trust for the benefit of young people to use for sports activities. The net surplus each year arising from Vauxmead is available to the PCC for its general purposes.

Note - 2018 has been restated into a revised format to reflect the separate accounting for Vauxmead and the foodbank and to reflect the team structures that existed during 2019 and 2018.

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

2 INCOME	Unrestricted £	Restricted £	Fund	TOTAL FUNDS	
				2019 £	2018 £
2a Congregation Giving					
Standing orders - tax efficient	49,355	-		49,355	48,084
Envelope giving - tax efficient	4,345	-		4,345	5,406
Other planned giving - standing orders	4,575	-		4,575	4,658
Other planned giving - envelopes	2,140	-		2,140	5,352
TOTAL PLANNED GIVING	60,415	-		60,415	63,500
Collections at services	7,747	-		7,747	8,074
Other cash collections	1,165	-		1,165	864
Giving orange envelope	426	-		426	1,267
Tax recovery	15,808	-		15,808	15,273
Congregation Giving Total	85,561	-		85,561	88,978
<i>Congregation Giving 2018</i>	<i>88,978</i>	<i>-</i>		<i>88,978</i>	
2b Donations, Legacies & Sundry					
Sundry income - bookstall	-	-		-	-
Sundry income - events	3,605	-		3,605	2,966
Sundry income - miscellaneous	1,722	-		1,722	3,570
Sundry donations	1,505	-		1,505	626
Legacies	5,000	-		5,000	1,000
Donations - special	-	4,673	Other & Special	4,673	2,295
Donations, Legacies & Sundry Total	11,832	4,673		16,505	10,457
<i>Donations, Sundry & Legacies 2018</i>	<i>8,533</i>	<i>1,924</i>		<i>10,457</i>	
2c Income from Charitable Activities					
Weddings/Funerals	13,888	-		13,888	15,507
Gems income	8,391	-		8,391	7,812
Fellowship income	605	-		605	731
Income from Charitable Activities Total	22,884	-		22,884	24,050
<i>Income from Charitable Activities 2018</i>	<i>24,050</i>	<i>-</i>		<i>24,050</i>	
2d Income from Investments					
Rent income - Hall letting	35,119	-		35,119	31,984
Rent - St Peter's Lodge	17,400	-		17,400	17,400
Interest - reserves	1,090	2,329	Christian/Blake	3,419	3,054
Income from Investments Total	53,609	2,329		55,938	52,438
<i>Income from Investments 2018</i>	<i>50,110</i>	<i>2,328</i>		<i>52,438</i>	
TOTAL INCOME (before foodbank and Vauxmead)	173,886	7,002		180,888	175,923
<i>Total Income 2018</i>	<i>171,671</i>	<i>4,252</i>		<i>175,923</i>	
3 EXPENDITURE					
3a Ministry					
Parish share	76,986	-		76,986	75,252
Stewardship	-	-		-	224
Vicar expenses	1,549	-		1,549	540
Other clergy expenses	1,771	-		1,771	1,850
PCC expenses	398	-		398	137
Curate training	500	-		500	3,000
Vacancy costs	752	-		752	1,594
Ministry Total	81,956	-		81,956	82,597
<i>Ministry Total 2018</i>	<i>81,189</i>	<i>1,408</i>		<i>82,597</i>	
3b Team Costs and Administration					
Worship & Prayer					
Readers expenses & allowances	15	-		15	928
Organ/Piano repairs	363	-		363	663
Flowers	70	-		70	147
Upkeep of services books	-	-		-	22
Church music	736	-		736	127
Upkeep of services	2,594	-		2,594	1,520
Organist wages	3,750	-		3,750	3,323
Ministry - training & courses	110	-		110	-
Young vines	15	-		15	21
Worship & Prayer Total	7,653	-		7,653	6,751
Occasional Offices					
Bell ringers fees	405	-		405	440
Organist fees	1,335	-		1,335	1,429
Verger fees	550	-		550	685
Fees paid to Diocese	3,192	-		3,192	-
Undertaker's ashes/ sexton	560	-		560	720
Occasional Offices Total	6,042	-		6,042	3,274
Pastoral Care					
Pastoral team expenses	118	-		118	126
Vicar's discretionary fund	221	-		221	91
Gifts	86	-		86	490
Pastoral Care total	425	-		425	707
Christian Development					
Bookstall purchases	23	-		23	-
Courses/Study groups	15	-		15	400
Baptism	277	-		277	350
Confirmation	320	-		320	85
Lent groups	241	-		241	-
Team expenses	5	-		5	159
Marriage books	-	-		-	40
TAG	-	-		-	44
Keystone books	-	-		-	168
Sunday Club/Sunday Challenge/SPARKS	-	-		-	4
Sunday Challenge accommodation	54	-		54	50
School leavers' gifts	168	-		168	189
Christian Development Total	1,103	-		1,103	1,489

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

	Unrestricted £	Restricted £	Fund	TOTAL FUNDS 2019 £	2018 £
Outreach & Publicity					
Christmas cards, etc.					
Admin (website)	525	-		525	-
Social events/Refreshments	344	-		344	1,166
Event expenses	234	-		234	-
Gems expenditure	1,805	-		1,805	58
Fellowship expenditure	8,170	-		8,170	7,240
	897	-		897	656
Outreach & Publicity Total	11,975	-		11,975	9,120
Mission Support					
Overseas missions					
Christian relief	5,850	-		5,850	8,100
Home missions	-	-		-	900
Secular charities	2,700	-		2,700	2,700
Dist'n of special collections	2,700	-		2,700	-
Misc. expenses	-	4,932		4,932	1,742
	60	-		60	165
Mission Support Total	11,310	4,932		16,242	13,607
Administration & Support					
Admin salaries/N.I.					
Computer software	23,460	-		23,460	22,225
Computer hardware	70	-		70	-
Office equipment	586	-		586	48
Stationery/consumables	-	-		-	960
Insurance refund	691	-		691	505
Office telephone	-	-		-	(250)
Staff training	1,590	-		1,590	1,702
Photocopying	130	-		130	-
Misc. expenses	1,116	-		1,116	982
PCC expenses	20	-		20	74
Pension contributions - Employers & Employees	246	-		246	-
	1,703	-		1,703	1,481
Administration & Support Total	29,612	-		29,612	27,727
Church project design	-	-		-	5,742
Quinquennial expenses	-	-		-	-
Strategic Property Total	-	-		-	5,742
Non-team central support					
Independent Examiner	1,112	-		1,112	1,188
Bank charges	72	-		72	141
Non-Team Central Costs	1,184	-		1,184	1,329
Team Costs and Administration Total	69,304	4,932		74,236	69,746
<i>Team & Administration costs 2018</i>	<i>68,004</i>	<i>1,742</i>		<i>69,746</i>	
3c Church & Vicarage					
Church heat/light	6,444	-		6,444	6,233
Church maintenance out of income	5,545	-		5,545	20,566
Church insurance	3,517	1,625	Christian	5,142	4,990
Church water rates	169	-		169	165
Church cleaning	29	-		29	66
Boiler insurance	247	-		247	315
Vicarage expenses & repairs	2,673	-		2,673	893
Vicarage water rates	373	-		373	390
Depreciation	1,961	-		1,961	3,538
Church & Vicarage Total	20,958	1,625		22,583	37,155
<i>Church & Vicarage Costs 2018</i>	<i>31,855</i>	<i>5,300</i>		<i>37,155</i>	
3d Upkeep Hall & Lodge					
Hall heat/light	2,681	-		2,681	2,420
Hall maintenance out of income	4,656	-		4,656	3,543
Hall insurance	702	704	Blake	1,406	1,245
Hall water rates	19	-		19	18
Hall floor and deep clean	-	-		-	2,176
Hall misc. expenses	501	-		501	493
Hall cleaner wages	780	-		780	845
Hall cleaning materials	394	-		394	26
Hall equipment	754	-		754	180
Performing Rights Soc. fee	899	-		899	702
Other PCC building	-	-		-	70
Depreciation Hall	5,280	-		5,280	5,410
Hall Costs	16,666	704		17,370	17,128
Lodge insurance	740	-		740	599
Lodge maintenance	2,710	-		2,710	179
Estate agent management	2,965	-		2,965	2,714
Lodge Costs	6,415	-		6,415	3,493
Upkeep Hall & Lodge Total	23,081	704		23,785	20,621
<i>Upkeep Hall & Lodge 2018</i>	<i>20,621</i>	<i>-</i>		<i>20,621</i>	
TOTAL EXPENDITURE (before foodbank and	195,299	7,261		202,560	210,121
<i>Total Expenditure 2018</i>	<i>201,869</i>	<i>8,452</i>		<i>210,321</i>	
Net Income/(Deficit) on Church Activities	(21,413)	(259)		(21,672)	(34,197)
<i>Net Income/(Deficit) on Church Activities 2018</i>	<i>(29,999)</i>	<i>(4,199)</i>		<i>(34,197)</i>	

There were no payments in the year to the Independent Examiner for other professional services.

The clergy and 8 members of the PCC (2018:9) received payments during the year, these being the reimbursement of approved expenses and the payment of fees. The fees relate to Verger duties, in accordance with a schedule of rates approved by the PCC. The aggregate amount of all payments to members of the clergy and PCC during their period of office in the year was £5,688 (2018: £6,115).

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

Mission support includes annual payments of £2,700 each (2018: £2,700 each) to Amala Children's Home, Casa Reom Trust in Mozambique, The Peace and Hope Trust, and Hersham Youth Trust which were supplemented by several special collections. The distribution of special collections included the Mozambique relief fund for Casa Reom, the Bishop of Guildford's Community Fund, and The Children's Society amongst others. Stephen Ind, a PCC member, is also the Chief Executive Officer of the Peace and Hope Trust which is a mission supported by St Peter's. He has excluded himself from the PCC's funding decisions which might have put him in a position of conflict.

4 STAFF COSTS	2019	2018
	£	£
Wages and salaries	28,891	24,984
Employer's contributions to defined-contribution pension fund	749	1,481
	<u>29,640</u>	<u>26,465</u>

During the year the PCC employed a part-time parish secretary, an administrator for the Vauxmead property and a Church Hall cleaner. The associated costs are included within administration support expenses, Vauxmead expenses and upkeep of church property expenses above. GEMS also employed several hourly-paid staff during the year.

The average monthly number of employees during the year was: 3 part time employees, which equates to 1.5 full time staff.

No employee earned in excess of £60,000. The PCC offers a defined contribution pension scheme to all qualifying employees. The assets of the scheme are held separately from those of the charity as an independently administered fund.

5 WALTON AND HERSHAM foodbank

A summary of the foodbank donations received and distributions made is set out below.

	2019	2018
	£	£
Donations	8,604	9,582
Giving Gift Aid	762	-
Giving non-Gift Aid	25	-
Food donated	39,998	29,082
My Donate/Virgin Money giving	1,489	112
foodbank Income Total	<u>50,878</u>	<u>38,756</u>
Food purchased	510	524
Other expenses	-	1,557
Transport	99	-
Storage cost	862	245
Office & storage expenses	4,554	3,000
Office expenses	137	1,309
Food donated	39,998	29,062
St Peters Inst fuel foodbank share	554	-
Fixtures depreciation - garage	2,236	2,236
Rechargeable expenses	155	-
Other expenses	1,174	-
foodbank Expenses Total	<u>50,279</u>	<u>37,933</u>
Net Income/(Deficit) on foodbank	<u>599</u>	<u>823</u>

The PCC holds net assets of £27,094 (2018: £26,495) on behalf of the foodbank as shown in Note 13.

The foodbank is sponsored by the PCC (non-financially), Walton Charity and Elmbridge Borough Council, and supported by other local churches, by local businesses and by major retailers, schools and individuals with the giving of food and money.

6 VAUXMEAD

A summary of the Vauxmead income, expenditure and cross-charges made is set out below.

	2019	2018
	£	£
Vauxmead income	14,793	5,933
St Peter's Institute rent	20,000	20,000
Vauxmead Income Total	<u>34,793</u>	<u>25,933</u>
Vauxmead field upkeep & maintenance costs (incl Depreciation)	9,340	8,746
Vauxmead legal	4,494	-
Vauxmead administration	3,055	-
Maintenance Expenditure Total	<u>16,889</u>	<u>8,746</u>
Net Income/Deficit on Vauxmead	<u>17,904</u>	<u>17,187</u>

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

FIXED ASSETS

	Freehold land and buildings £	Fixtures and fittings £	Equipment £	Total £
7				
7(a) Tangible fixed assets				
GROSS BOOK VALUE				
As disclosed 1 January 2019	530,000	11,179	45,850	587,029
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	10,280	-	-	10,280
Transfer of Depreciation on Revaluation	(5,280)	-	-	(5,280)
At 31 December 2019	535,000	11,179	45,850	592,029
DEPRECIATION				
At 1 January 2018	-	7,267	43,520	50,787
Charge for the year	5,280	2,795	1,961	10,036
Transfer of Depreciation on Revaluation	(5,280)	-	-	(5,280)
Disposals	-	-	-	-
At 31 December 2019	-	10,062	45,481	55,543
NET BOOK VALUE				
At 31 December 2019	535,000	1,117	369	536,486
At 31 December 2018	530,000	3,912	2,330	536,242

The freehold land and buildings comprise the Church Hall and the land at Vauxmead. The Church Hall has been valued by the PCC at 31 December 2019 on a replacement cost basis at £523,000 (2018 £518,000) and remains at that value; and the land at Vauxmead is at estimated open market value of £12,000 (2018: £12,000).

The historical cost of the Church Hall is not known without incurring substantial cost in undertaking an extensive search through archived records.

Fixtures and fittings are depreciated at 25% per annum on a straight line basis.

Depreciation on freehold buildings not held for investment purposes has been charged at 2% of value on a straight line basis (not including the land).

The equipment assets include the portable PA system and a new digital keyboard capitalized 2017, the telephone system (1997), and some office furniture (2006). An Audio Visual system was purchased in 2012 and extended in 2014. An altar for the Lady Chapel was purchased in 2015. All equipment is depreciated at 25% per annum on a straight line basis.

7(b) Investment assets

	2019 £	2018 £
St Peter's Lodge (freehold residential property)	575,000	575,000
Buildings on Vauxmead site	221,500	221,500
Endowment funds	57,679	56,542
	<u>854,179</u>	<u>853,042</u>

St Peter's Lodge was last valued by the PCC as at 31 December 2018 at £575,000 on an open market value basis and the PCC does not consider the value has changed. This asset is shown as a fixed asset investment as it is currently only used to generate rental income and is not depreciated. The historical cost of St Peter's Lodge is £735.

The Endowment Funds are held upon trust by the Guildford Diocesan Board of Finance and are invested in the CBF Fixed Interest Securities Fund. As at 31 December 2019, the final valuation had increased by £1,137 over the prior year.

The historical cost of the land at Vauxmead is £nil. The PCC did not consider any revaluation on St Peter's Institute and the Garage on the Vauxmead site was necessary and they remain at an unchanged valuation of £220,000.

8 DEBTORS

	2019 £	2018 £
Income tax recoverable	8,920	8,275
Prepayments and accrued interest	3,417	3,130
Other debtors	1,204	2,496
	<u>13,541</u>	<u>13,901</u>

9 CASH AT BANK AND IN HAND

	2019 £	2018 £
Cash at bank	30,105	29,173
Lloyds deposits	70,000	70,103
COIF deposit account	50,417	50,417
St Peter's Fellowship	768	1,060
Little Gems	3,814	3,396
	<u>155,105</u>	<u>154,149</u>

Cash balances are deposited at Lloyds TSB and with COIF Charities Deposit Fund. The balance held at Lloyds TSB is held in several term accounts, the longest of which (at the date of signing these accounts) matures in February 2021. Included within the cash balance is an amount of £27,094 (2018: £24,259) held on behalf of the foodbank.

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Accruals and deferred income	18,578	24,850
	<u>18,578</u>	<u>24,850</u>

In 2018, a commitment of £17,500 for church roof repairs was included and £6,940 remains to be spent on the internal redecoration. Due to the problems of our utilities supplier, they have not been able to apply their direct debit for the charges from our supplied meter readings. The accruals include an amount of £3,300 for these charges. Year end accruals also include December Salaries and Tax/Ni due thereon.

11 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed assets	536,486	-	-	536,486
Investments	564,500	232,000	57,679	854,179
Current assets	133,181	35,714	-	168,895
Current liabilities	(18,578)	-	-	(18,578)
Fund balance	<u>1,215,589</u>	<u>267,714</u>	<u>57,679</u>	<u>1,540,982</u>

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

12 UNRESTRICTED FUND DETAILS

	Reserve Fund	Property Development and Improvement	Property Repair Fund	Little Gems Fund	Total Unrestricted Income Funds
	£	£	£	£	£
Balances b/fwd at 1 January 2018	42,477	17,706	60,000	2,296	122,479
Transfers	22,597	-	-	-	22,597
Income	-	-	-	-	-
Income	163,859	-	-	7,812	171,671
Less expenditure	(171,187)	(5,742)	(17,500)	(7,240)	(201,669)
Balances b/fwd at 1 January 2019	57,746	11,964	42,500	2,868	115,078
Transfers	-	-	-	-	-
Revaluation reserve on realised depreciation (Note 12b)	5,280	-	-	-	5,280
Surplus arising on Vauxmead (Note 13) *	17,904	-	-	-	17,904
Restricted fund WH Spencer spent in the year (Note 13)	740	-	-	-	740
Transfer to Property Repair Fund	(15,000)	-	15,000	-	-
Income	165,495	-	-	8,391	173,886
Less expenditure	(187,129)	-	-	(8,170)	(195,299)
Balances c/fwd at 31 December 2019	45,036	11,964	57,500	3,089	117,589

* The excess surplus/deficit arising in the year on the Vauxmead Restricted Reserve Fund is credited/charged to the PCC Reserve Fund in accordance with the Vauxmead Trust terms.

The costs of the upgrade to the garden of remembrance are included under Church maintenance out of income above in 3c

12b Revaluation reserve

	Restricted Revaluation Reserve	Unrestricted Revaluation Reserve
	£	£
Balances b/fwd at 1 January 2019	232,000	1,093,000
Revaluation	-	10,280
Transfer to Reserve Fund on realised depreciation	-	(5,280)
Balances c/fwd at 31 December 2019	232,000	1,098,000

The revaluation reserve relates to the fixed asset and investment assets held on Vauxmead, and is a restricted fund consistent with the status of the assets held on the Vauxmead site

13 RESTRICTED FUND DETAILS

	Balances b/fwd at 1 January 2019	Income	Less expenditure	Transfers	Balances c/fwd at 31 December 2019
	£	£	£	£	£
Mothering Sunday	662	-	-	-	662
WH Spencer Legacy	740	-	-	(740)	-
E S Blake Legacy	-	704	(704)	-	-
G J Christian Legacy	-	1,625	(1,625)	-	-
The foodbank	26,495	50,878	(50,279)	-	27,094
Vauxmead	-	34,793	(16,889)	(17,904)	-
Other and Special Donations	8,217	4,673	(4,932)	-	7,958
Total	36,114	92,673	(74,429)	(18,644)	35,714

Based on initial legal advice received in 2014, Vauxmead is currently accounted for as a restricted fund pending clarification from the Charity Commission. Under the terms of the original will, the surplus arising in 2019 is transferred to the PCC Reserve Fund which receives the benefit of the residual surplus arising from the management of the Vauxmead site. See Note 6. The WH Spencer fund was used in 2019 to contribute to the removal of the diseased hedges and expansion of the memorial garden in the church cemetery.

14 ENDOWMENT FUND DETAILS

	E S Blake Legacy	G J Christian Legacy	Total Endowment Funds
	£	£	£
Balances b/fwd at 1 January 2019	17,089	39,453	56,542
Revaluation	342	795	1,137
Balances c/fwd at 31 December 2019	17,431	40,248	57,679

The earliest available valuation of these funds was at 31 December 2005, when the Blake investments were valued at £17,684, the Christian investments at £40,834.

St Peter's Church Hersham

Notes to the Financial Statements for the Year Ended 31 December 2019 (continued)

15 FUND DETAILS

Unrestricted Funds

Reserve Fund

- This fund represents the funds available for the general purposes of the PCC.

Property Repair Fund

- These are unrestricted funds that have been designated by the PCC for the specific purpose of setting aside amounts to cover major repairs and upgrades to Church property in accordance with the quinquennial determinations, to meet refurbishment plans and to cover exceptional maintenance costs.

Little Gems Fund

- This is a designated and ring fenced fund for the benefit of the playgroup.

Property Development and Improvement

- This fund has been set up in 2017 to allow for the expenditure associated with future property development across the portfolio of St Peter's land and buildings

Restricted Funds

Restricted funds represent funds that have been restricted by the donors for a particular purpose and they cannot be used by the PCC for any other purpose except by agreement with the donor or as determined by the Courts or the Charity Commission. They can include collections in church and fund raising events for a particular purpose.

Mothering Sunday

- This was a legacy from Mr. R Berridge in the 1950s for the purchase of Mothering Sunday flowers.

W H Spencer Legacy

- This was a legacy from Mr. W H Spencer to be used for the maintenance and renovation of the Garden of Remembrance. In a letter dated 22 September 1995 from the executors it was agreed that any excess income in any year could be used for the maintenance of the fabric of the church. This fund was consumed in 2019 by relevant expenditure.

E S Blake and G J Christian Legacies

- These are the accumulated interest receipts from the E S Blake and G J Christian Endowment Funds. The purpose is explained under the Endowment Fund description.

Walton and Hersham foodbank

- These are the accumulated donations (in cash or food collections) in respect of the foodbank, less the related accumulated expenses. Food distributions made from charitable giving by the foodbank are valued on the basis of an estimate of their average retail value using guidance provided by the Trussell Trust.

Vauxmead

- The PCC is the managing trustee for the Vauxmead site which is opposite the church on the Burwood Road. The Trust was established for the benefit of young people in the wider community to use for outdoor sports and equivalent activities. The financial surplus or deficit arising from the site is for the benefit of the PCC's own funds. The PCC is currently in consultation with the Charity Commission in order to update and clarify the powers of the PCC as managing trustee.

Other and special donations

- These funds represent amounts donated for specific expenditure and other restricted purposes.

Endowment Funds

Endowment funds represent money given to the Church with the specific instruction that only the income received is available to the PCC. These funds are held on behalf of the PCC by the Diocesan Board of Finance. The income from these trusts has been used for the purposes as set out below.

E S Blake Legacy

- This was a legacy from Mr. E S Blake. Quoting from a letter dated 24 January 1958 from the Guildford Diocesan Board of Finance, it is held by the "...Guildford Diocesan Board of Finance upon trust for the endowment or augmentation of the income of the benefice of the Parish of Hersham...and the Assistant Clergy if any of that Parish...."

G J Christian Legacy

- This was a legacy from Mr. G J Christian. Quoting from the will of Mr. G J Christian, it is held by the "...Guildford Diocesan Board of Finance upon trust....to pay the net income thereof to the Parochial Church Council of the Parish of Hersham...for the maintenance and upkeep and adornment (including insurance against fire and other risks) of the Fabric of the Parish Church."