

ST MARY'S OXTED

Annual Report and Accounts

2019



Knowing Christ

Growing Community, Renewing Heritage

Introduction to Annual Report – St Mary's

This report is a digested version of the life of Oxted's ancient parish church in 2019. You will discover in reading it, that the life of the church is vibrant, challenging, life-affirming and growing. We are blessed with many wonderful volunteers, who expertly serve on rotas, groups and teams. Our people are the heartbeat of our shared life, and it is Jesus who breathes life into us. Jesus inspires us to serve, grow and live together, and in these pages are some excellent examples of those important things.

During 2019, the church was in a vacancy, and I did not begin my role as Team Vicar, until January 2020. The wider Oxted Team Ministry was pleased to welcome Rev Anna Eltringham as its new Team Rector in June 2019. We look forward to working with Anna in the churches and in our communities.

There are several people to especially thank for their extra levels of commitment and love during 2019. A vacancy can be challenging, and each area of church life requires careful attention and inspiration. We are grateful to the ministerial staff, especially Rev Mark Anderson, Rev David Weightman, Rev Ken Robinson and our licensed readers Frances Withers and Sue Mallinson. They have all gone above and beyond their usual duties during 2019, for which I, and the church are very grateful. Their prayerful leadership and wise teaching have given spiritual nurture and comfort to many.

Thank you too, to our diligent churchwardens Catherine Hough and Stuart Murden. They have served with sensitivity and creativity and been integral to St Mary's continuing to flourish and grow in safety. Thanks also to the PCC, and it's officers, each member has contributed to the management and decision-making of St Mary's. My particular thanks to Tim Francis, who has chaired the PCC during the vacancy.

In 2020 we will look to build on our current vision and priorities, underpinned by our Mission Action Plan. The themes of Knowing Christ, Growing Community and Renewing our Heritage will be the foundation stones of this. I look forward to developing a vision for the next years of our life together.

I hope you enjoy reading this annual report, and I look forward to getting to know you as I continue to settle into my new role. We look forward to the coming years with hopefulness. We trust in God for his continuing resourcing of our ministry. We are called to love him, to love our neighbour and to love ourselves. May we do that with loving and sincere hearts, together at St Mary's, Oxted.

Revd James Ashton

Team Vicar, Oxted and Tandridge

PCC Members

Ex Officio members

Rev James Ashton	Vicar* - from 7 January 2020	Chairman
Rev Mark Anderson	Assistant Curate	
Catherine Hough	Churchwarden	
Stuart Murden	Churchwarden	

* The Parish was without a vicar for the whole of 2019

Synod representatives

Sue Mallinson**	Diocesan and Deanery Synod
Catharina Hickson	Diocesan Synod
Valerie Adamson	Deanery Synod (2017-20)
Robin Hickson	Deanery Synod (2017-20)
Roger Hewitt	Deanery Synod (2017-20)
Jasmine Copp***	Deanery Synod (2019-20)

** Sue Mallinson represents St Peter's Tandridge on Deanery Synod, and is on the electoral roll of St Mary's; also representing Tandridge Deanery on Diocesan Synod

*** Alison Field (elected 2017) resigned at the 2019 APCM. Jasmine was elected for the remainder of the 3 year term.

Licensed Readers

Frances Withers

Co-opted members (co-opted at the PCC meeting on 8 May 2019)

Rev David Weightman (also on PCC from 1 January to 7 May 2019)

Rev Ken Robinson (also on PCC from 1 January to 7 May 2019)

Elected members (up to 12 allowed)

Richard Adamson	(2017-20)	
David Cook	(2017-20)	
Natasha Copp	(2017-20)	
Fiona Gibson	(2017-20)	
Katharine Nockles	(2017-20)	Parish Safeguarding Officer
Alison Field	(2018-21)	
Iona Cowland	(2018-21)	Treasurer
Graham (Jon) Stone	(2018-21)	
vacant	(2018-21)	
Tim Francis	(2019-22)	Vice Chairman
Marian Dalton	(2019-22)	PCC Secretary
Victoria Stone	(2019-22)	

[Ben Abel served on the PCC until the APCM in 2019]

Standing Committee

Rev James Ashton
Catherine Hough
Stuart Murden
Rev David Weightman
Tim Francis
Iona Cowland

Members of the Standing Committee are agreed at the PCC meeting after the APCM. It conducts business on behalf of the PCC (as directed by the PCC) in between PCC meetings and also sets the agenda for meetings.

Electoral Roll Officer - Paul Shillito

Assistant Treasurer - Roger Hewitt

Churches Together in Oxted and District - David Cook

Mission Group

David Cook, Valerie Adamson, Ruth D'Alessandro, Rev Mark Anderson

The Mission Group (joint with St Peter's) coordinates the links the churches have with the mission organisations the PCC decides to support. This includes donating money from PCC funds; raising awareness of their work; ensuring there is prayer for the work of the charities within services & other church events and encouraging people to pray at other times; inviting people from the charities to speak at services.

Ministry Team

Rev James Ashton	Vicar
Rev Mark Anderson	Assistant Curate
Sue Mallinson	Reader
Frances Withers	Reader
Rev David Weightman	Assistant Priest
Rev Ken Robinson	Assistant Priest
Mary Cook	Pastoral Visitor

Churchwardens Report

2019 has been a year of preparing, change and patience for St Mary's.

January saw us "in Vacancy" as the Rumseys moved out of the Rectory and Andrew was consecrated Bishop of Ramsbury in Wiltshire. Thus began much discussion and preparation in search of a new incumbent. Katharine Nockles, Catharina Hickson, Ken Robinson and Sheila Eves along with a team from St Peter's Tandridge prepared the Parish Profile.

In July Revd Anna Eltringham was made Team Rector of Oxted Team Ministry at a special service at St Peter's, Tandridge. Unfortunately, she became seriously ill five days later; by September she had recovered sufficiently to make a gradual return to ministry. Interviews for Team Vicar of Oxted and Tandridge were thus delayed to 28th August when Anna was able to attend.

On 8th September Revd James Ashton was announced as the new vicar of St Mary's Oxted and St Peter's Tandridge and on 7th January 2020 James was licensed by Bishop Jonathan at St Mary's followed by a reception in Oxted Community Hall.

We are grateful to all who have helped during our year in vacancy and a special thanks go to Tim Francis for his role as Vice Chair of PCC; to David Weightman, Ken Robinson, Mark Anderson and to Readers Frances Withers and Sue Mallinson for the extra duties they have taken on this last year.

Catherine Hough and Stuart Murden

Safeguarding

The role of the Parish Safeguarding Officer (PSO) is to work with the clergy, churchwardens, PCC and members of the church community to make sure we create a safe environment for the activities that we undertake with children and vulnerable adults.

We follow the guidance provided for us by the Diocesan Safeguarding Officer in 'A Safe Church'. A summary of the safeguarding principles adopted by your PCC can be found on the church porch noticeboard and the noticeboard inside church.

I have worked for a number of years with Fay Prater, the PSO from St Peter's, so we can help each other and share best practice. In 2019 we also joined up with St John's, Hurst Green, and together considered the new guidance we had received from the diocese on recruiting volunteers. We produced a set of team ministry process documents and flowchart showing the steps that need to be taken. This was presented to and agreed by our PCC in November. The diocesan safeguarding guidance for this and all aspects of church life is available to read either on the Southwark Diocesan website or in the recently received updated hard copy of 'A Safe Church' which has been placed by the noticeboard inside church.

Katharine Nockles (Parish Safeguarding Officer)

St. Mary's Primary School

July 2019 saw St Mary's Primary reach the end of its first year as a thriving through-primary school full of joy, ambition, kindness and caring.

In 2019 learning was embellished by diggers, dumper trucks, concrete mixers, piledrivers and a host of trades people as our junior blocks were extended to house the growing Year Groups 3-6 and provide a new studio hall. Playgrounds were fenced off to let builders have parts of the site - Staff and pupils dug deep and found their inner resilience and smiled (mainly) as they learnt the week's latest new routes from A to B. Staff coffees breaks could be heard to be punctuated by "Do you know how I get across to ...today?" The builders were wonderful and between them and our fabulous Sarah Lewis, Headteacher, and Linda Avery, Premises manager, it worked like clockwork and was finished on time. The pupils' loved their tours of the site as it developed, and they learnt about how things were built, and people kept safe.

2019 learning was exciting and focused, awe-inspiring and delightful. I have helped as a volunteer as well as completing my full set of terms of Office as Chair of Governance and this has allowed me to see the young people delight in new things and surprise themselves as they overcome obstacles and challenges.

Each year group has been on a trip to places like Wakehurst place, Wisely and Pains hill Park; taken part in Music, Writers Workshops and Performances. NADFAS Art day at St Stephen's was attended by a Year 5 group who enjoyed developing and exploring their creative talents learning from professionals. The new Kitchen Garden and compost bins are flourishing with the help of volunteers from The Plumbers Arms Allotment Association working with Y1 and the Eco Council. The project was jointly funded by The Tatsey Rotary Club, The Friends and The Governor's Fund. Sports continues to be a strength with many teams in Football to Handball with competitions in which they do very well. The pupils contribute individually as well as in groups and have taken part in Photo and Bake-off competitions with amazingly high standards. One of our pupils wrote to the Prime Minister about the problem with plastics and received a long reply!

Huge thanks to our wonderful pupils for being themselves, to their fantastic parents/carers for supporting them so wonderfully and those supporting our PTA especially, to our super skilled and devoted team of staff that bring out the best in very one, and to our Governors who keep a light touch steering the school to catch the winds of change to the advantage of the developing pupils and staff to enjoy today and be prepared to meet tomorrow. We can be very proud of our wonderful church school where God's love and Spirit guide us all.

Catharina Hickson

Love St Mary's

Love St Mary's was set up to create beautiful, saleable, handmade crafts to raise money for St Mary's Heritage Fund. We meet together to decide what we will make for the season and then make either on our own or in pairs or groups. We have also been gifted some delightful handmakes by various kind people which have flown off our stall. We are always happy to welcome new people, skills and ideas. We have a stock of fabric and notions which have been gifted to us or sourced locally. We like to re-use and re-purpose offcuts and remnants.

Crafts are sold locally at school fairs, Open Days and Oxted Vintage Fair as well as to friends and family. In 2019 we paid nearly £700 into the Heritage Fund even though the weather got the better of us at the December Vintage Fair.

Catherine Hough

Parochial Church Council

The PCC meet every other month and have continued to do so in 2019, with the meetings chaired by Tim Francis, Vice Chair of St. Mary's PCC. The Standing Committee meet together with St. Peter's before each meeting to agree the agenda.

In January the PCC's first meeting of the year was led by Archdeacon Moira Aston who explained the period of vacancy and process involved in appointing a new vicar. The PCC appointed a team of 4 to draw up the Parish Profile. The churchwardens were appointed Parish Representatives.

In March approval was given for a new printer for the Parish Office and a small team agreed to take on the role of Missions and Giving.

In May the PCC agreed to adopt the new Safeguarding and Non-Safeguarding Serious Incident Report and the Churchwardens were appointed as the non-safeguarding serious incident report representatives.

In July The PCC agreed to pledge £63,000 for the Parish Support Fund.

In September the church representatives reported that following interviews there was a unanimous decision to appoint Revd James Ashton as the new Team Vicar. The proposal to lease the OCH to a dental practice was not approved by the PCC as it did not meet with the charitable or community purposes called for in the lease.

The PCC agreed to give £9,500 to Missions and Charities in November .

Marian Dalton (PCC Secretary)

Fellowship/Social

Social events have continued to be organised on an informal basis without formal committee meetings taking place

Activities organised during 2019 included a Beetle Drive, Trivia Quiz Night, Patronal Festival Barbecue and cricket match and a Church Open Morning in September.

Harvest was celebrated over the first weekend in October with a Barn Dance on the Saturday. Unfortunately this was not very well attended and unusually made a loss. Due to lack of support the Harvest Lunch due to be held the next day was cancelled. On a positive note as usual large amounts of goodies were donated at harvest time and as well as about 50 parcels being distributed to local people food was sent to Pastens, Welcare, Caterham Food Bank and the Renewed Hope Trust at Redhill -- organisations that help children with special needs, the homeless and families in some sort of need. Thanks are due to the small band of people who helped to sort, pack and distribute all the parcels and produce. This year following a request on Facebook several members from the local community got involved as well as church members. Thanks are due to Jon and Vicki Stone who organised the packing and some distribution of the parcels.

The annual Memorial Service for the departed in November was more popular than ever and was much appreciated by many non-regular church members, some of whom travel from far afield to attend, as were the refreshments laid on afterwards.

This year the joint school/church May Fayre took place on the infant site in Downs Way and was more successful than ever, raising £3,200 for church funds. The Christmas Market held in November raised over £1,000 for church funds - thanks to Annette Thomas for taking over the organisation of it Both of these events depend on the involvement of a lot of church members.

A small band of people continue to serve refreshments after the 9.30am service and before the cafe service. More volunteers for these rotas would be very welcome. All those involved with organising social events would be happy to receive suggestions of other activities that people would like to see organised. They are keen to ensure that events cater for all ages with newcomers as well as more established church members being made to feel welcome.

The support received when requests for help with catering and furniture moving are made are gratefully received but more offers of help would be appreciated.

Valerie Adamson

Oxted Churches

Members of the local churches continue to meet informally at such joint activities as Lent groups and organising the ecumenical World Day of Prayer services.

A successful joint Oxted Churches Trivia Quiz evening was held in November – the profit from this was used to help cover the cost of the joint Christmas card which like the joint Easter card was distributed to all the houses in the ecclesiastical parish of Oxted as well as to some of the shops in Oxted. The cards are a valuable means of outreach to local people and are a good way of publicising the co-operation that exists between the churches. Now that there are no joint services for collections to be taken the financing of the cards is becoming a problem, however the Oxted Churches each provided a donation to cover the cost of the Easter Card.

Valerie Adamson

Junior Church

St. Mary's Junior Church had a good year in 2019. We have a dedicated and talented team who lead and help run the sessions and we are very grateful to them all.

It would be helpful to have a few more leaders who can lead the sessions. We provide a guide, so most of the work is done and you simply have to look over the material, gather the resources and set up on Sunday morning.

The format of Junior Church has continued in the same way as last year. We meet during school term, using Oxted Community Hall and leaving the service after the first hymn. We return to receive communion and a blessing for the children. We use resources and guides provided to the leaders, which help them to teach our children about the Bible, God's love for them and how to pray. The children are encouraged to talk about the theme of the session at the start, to get our thoughts going and there is usually a story too. There is usually a practical application to take away and do during the week. We also make something (or course) and the craft making is the main part of the session. Back at church, the children are encouraged to explain to the adult congregation what they have learnt.

We very much see children as part of the church and we hope they can be more involved in others aspects of the worshipping life of the church.

Mark Anderson

Monkeys...Mums and Toddlers

During school term times, Friday mornings bring together a willing team of helpers and happy parents, carers, children and babies. It is a much needed and appreciated activity (both sides of the serving hatch) at OCH!

We have a loyal, friendly team of people to set up the hall, welcome families, bake cakes and serve in the kitchen. Health and safety and safeguarding procedures are closely monitored, and at the end of each term the toys are cleaned and mended, some discarded and others replenished. This year we have welcomed 2 girls from Limpsfield Grange School for their work experience.

We are always happy to hear from potential volunteers to join the rota, especially for setting up (before 9 am) and for clearing away (11.20 am). Contact the Church Office on 01883 714263.

Mary Cook

Visiting

For many people "Church" means "community". The church family at St Mary's has a strong sense of belonging and caring for each other. We each have a responsibility for looking outwards and the visiting team merely exists for when more hands and eyes are needed! There is a team of visitors who are ready to call on someone either at home, care home or hospital. We have a useful link with the ministry team and also with the Church administrators who may point us to those who would appreciate a visit.

Mary Cook

Mothers' Union

Mothers' Union, Oxted is no longer active. Some former members have chosen to join Caterham branch. A few older, former members meet once a month for tea and fellowship, with speakers on occasion. Our venue is small and just accommodates our number, which through age and infirmity, is dwindling. Please speak to Frances Withers or Angela Hewitt if you would like to know more.

Frances Withers

Meeting Place

Meeting Place runs every Friday morning, 9:30-11:30, in the Meeting Room of Oxted Community Hall for coffee, cake and conversation. Running concurrently with St Mary's Monkeys toddler group for anyone who doesn't fit that category (and even a few of them).

On the first Friday of the month Hear Here join us. The number of guests each week varies between 10 and 25.

We have a rota of helpers but always welcome new people - you only need a few hours, a smile and the ability to chat to a variety of people. We are always told how welcome and appreciated this service is and many older people find it a lifeline.

Catherine Hough

Tandridge Deanery Synod 2019

28th February, St John's Church, Hurst Green Following the welcome by Area Dean, Revd Kathryn Percival, a discussion was led by Revd James Ashton (at this time the Rector of Warlingham and Deanery Mission Enabler). At a previous meeting members had been asked to suggest three words encapsulating what we would like our Deanery to be. In small groups, we recorded what the three words might mean for us giving some concrete ideas. The results would be given to the Deanery Mission Team to work on, as they produce a Deanery MAP to be circulated to Deanery Synod members.

11th June, Hurst Green The Revd Tim Goode, Southwark Diocese Disability and Accessibility Adviser, gave an informative talk on *The Theology of Disability in a Disabling World*. He explained how the theology came out of the two World Wars, as many returning were traumatised and people demanded they should not return to institutions. *Access to our buildings is important and the welcome matters*, plus there were further questions to consider including: *How can we receive the ministry of disabled people? Do people with impairments still face discrimination today? How does your church building hinder people from worshipping God? Why do you think God simply does not take the pain away? Do you need to be healed in order to be whole?* Tim concluded by saying how we need to be challenged to listen to the stories of disabled people and they will start to resonate with our own vulnerabilities.

15th October, St Peter's Church, Limpsfield *Strength in Numbers* was the title for The Revd Raewynne Whiteley's focus on the 'collaborative' strand of the Deanery Mission Action Plan. Reflecting on two Bible passages, Ephesians 4.1-16 and 1 Corinthians 16.1-4, it is apparent that most of us see ourselves as belonging to our parish but we are actually one church in many places, as was the early church. Using a Gather-Transform-Send model, Raewynne explained that this can apply to a church, deanery or diocese and that it can take place within family life, in the workplace, society, civic life and schools. Kathryn Percival thanked Raewynne Whiteley, who was raised and ordained in Australia and is Deputy Director of Discipleship and Lay Ministry for the Diocese of Southwark saying how she loved the image of us all being one church with different parishes. During the business meeting that followed, Sue Mallinson (Lay Chair), paid tribute to Kathryn Percival, who was leaving to join the clergy team at Portsmouth Cathedral as Canon Chancellor and Vice Dean. As Acting Area Dean, she saw the combining of Godstone and Caterham Deaneries, becoming Tandridge Deanery on 1st September 2016.

Roger Hewitt

Bellringers

During 2019 we rang for most Sunday morning services. We have been supported by adjacent towers to ring for weddings and other special occasions and are most grateful to those who helped.

In 2018 I had a donation from a personal friend of mine in the Whiting Society of Bellringers to install a bell ringing teaching system in St. Mary's. In 2019 following appeals to the congregation and elsewhere for computer equipment this system has been significantly enhanced to provide a comprehensive teaching facility. This allows silent ringing practice thereby extending the time we can practice without disturbing the neighbourhood as well as allowing up to 6 ringers to practice independently. This facility is now regularly used to train local ringers and Surrey Association members (and provides a small income to Church funds).

We use the Association of Ringing Teachers (ART) accredited process for training new ringers. We now have three ringers at level 2 (Gail Foster, John Kempton and Stuart Brett) with all now progressing well towards their next level. This process involves formal assessment of ringing and subject to satisfactory progress certificates of competency are issued.

In 2019 we arranged to share alternate practice nights with the ringers at Caterham St. Johns to the advantage of both bands. This enables the learners and more experienced ringers of both bands to get together and ring at 'their level' enabling more time ringing. This has been successful and is continuing into 2020.

St. Mary's hosted one of the Surrey Association Training Day sessions in November and other Association training sessions throughout the year for which they are grateful.

Although there are 7 ringers in the band, we are frequently unable to ring all 6 bells for Sunday services due to absence. New ringers are always needed.

We look forward to a successful 2020 where several ringing events have already been organized throughout the year.

Ian Griffiths
St. Mary's Church - Bellringers Tower Captain

Missions and Charities

The Missions & Charities support team consists of Revd Mark Anderson, Valerie Adamson, David Cook and Ruth D'Alessandro of St Peter's. and has selected four Charities which are supported by both Churches and in addition each Church has selected an additional Charity which they support on their own.

The four joint Charities are:

Their Voice – a local charity supporting victims of human trafficking and modern slavery

Crosslight Advice – an independent community focussed charity working to alleviate poverty caused by problem debt – with a vision to restore dignity and hope through financial advice.

Spark Ministries – an Albanian based charity to bring the love of God to the nation's children, through kids summer camps and a puppet theatre based in a travelling van.

The Leprosy Mission – an international Christian charity bringing relief to leprosy victims in around 30 countries with 141 years of experience.

The fifth Charity supported by St Mary's is **Mission Africa** which brings Christianity to remote parts of Uganda.

Churches Together in Oxted and District 2019

The week of prayer for Christian Unity ended with a prayer evening at Kings Church offices led by Revd Mark Anderson. It was a popular uplifting event .

Several St Mary's members joined other local Christians – in all 80 people participated – studying our “home grown” Lent Course which was based on Poetry and how powerful the written and spoken word can be. Each week we read three different poems which prompted spiritual discussion and fellowship.

The Good Friday walk of Witness led by Fr Stephen, John Roberts and others from All Saints took place in glorious weather, culminating at the War Memorial on Master Park.

The CTOD Charity of the year was *Their Voice* a local Warlingham charity to support people who have escaped from abuse and slavery. Over 500 families have been helped by welcome hampers, toiletries and baby products.

Rev Mark Anderson, curate in the Oxted Team Ministry, has led us and challenged us to think of new ways in which we can serve Christ in the local community by working together. Margaret Cox retired as Treasurer as she and Stephen will be moving to the Midlands following their retirement.

Both TICTOC and the Men's prayer breakfast have continued throughout the year.

David Cook (Member of Mission Group and CTOD treasurer)

Youth Work in Oxted Team Ministry

Youth work continues to consist of two regular events: youth home group and youth club. Both events are for young people in the 4 churches of the Oxted Team, and their friends.

Youth home group is for 15-18 year olds. In 2019 we met fortnightly in the homes of the young people, hosted by a parent and me, with around 6 people attending every time. It's a time to get to know one another and learn how to follow Jesus as a teenager. We have been doing the Youth Alpha Course this year, which has been a good way to get talking about God, faith and what they mean to each of us. We have also been thinking about what gives us peace and how to pray. Our tradition of going for drinks in Caffè Nero Oxted during school holidays is still strong.

Youth club is for ages 11-18 and is held monthly at St John's Hurst Green. I lead it with assistance from Emily Allinson (St John's). Late last year Emily had a baby so Jasmine Copp and Jon and Vic Stone have been my regular helpers since then. We met 11 times in 2019, with between 5 and 17 young people attending each session – the average is 11 people. Our activities are designed to be fun and engaging, and each has a Christian theme. We end with a short 'thought for the day' style talk and a prayer. During the year we had themes of: Who am I?; taste and see (God is good); working out where to go; big questions of life and sessions which included a quiz, BBQ, summer walk, movie night, team challenges, including cooking a 3 course meal and bowling at Crawley.

Mark Anderson

St. Mary's Financial Review

	2019	2018
Increase in reserves	£56,422	£9,403
Surplus before Depreciation	£68,022	£21,003

St Mary's PCC achieved a surplus in the year of £68,022 before depreciation is taken into account, compared to a surplus last year of £21,003. However, both of the last two years' accounts contain some significant one off items that distort the underlying picture. The 2018 numbers included a grant from the Heritage Trust of £81,900 and a grant from the Heritage lottery fund of £38,430 for building project expenditure which was mostly incurred in 2018, with some residual expenditure in 2019.

As well as including this building project expenditure (£11,865), the 2019 accounts also include a significant amount of income from legacies (£91,881) that should not be spent on operational items. Adjusting for these two items would mean that the accounts show a deficit for 2019 of £11,994, rather than the surplus given above. This amount is a truer reflection of the ongoing position. The main contributing factors for this deficit were a reduction in voluntary giving, which was down 14% on last year.

There was a net cash inflow of £76,026 in the year with a closing cash balance of £169,788.

The Oxted Parish Council grant of £350 was used to support churchyard expenditure. The Listed Places of Worship scheme is estimated at £1,500 recovery of VAT paid on professional fees that were incurred on the exterior works to the chancel walls. The Heritage Lottery Fund gave an additional grant of £930 towards the development costs of the Church Project which is for the urgent repair to our Grade 1 Listed Building.

Fund raising events continue to be an important feature with the May Fayre and social events raising £4,949 to support general expenditure although this was a decrease on previous years fund raising. The Barn dance resulted in a net loss which contributed to the overall reduction in activities for generating funds.

PCC fees at £8,343 are up on the previous year's £7,215 and it continued to be a busy year for baptisms, funerals and marriages.

St Peter's PCC contributed 30% of the parish office expenses and the curate accommodation.

The Parish Support Fund paid to Southwark Diocese at £60,100 was up 3% on last year.

Youth work involved a pilgrimage to the Holy Land with expenditure of £798.

Total maintenance costs at £6,999 were down on last year's £10,657.

Approved by the Parochial Church Council on 18 March 2020 and signed on its behalf by:

James Ashton (Vicar)



Catherine Hough (Churchwarden)



Parochial Church Council of St. Mary the Virgin, Oxted

Statement of financial activities

For the year ended 31 December 2019

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	Note	£	£	2019 £	2018 £
Incoming resources					
Voluntary income					
Planned giving		68,092	-	68,092	75,928
Gift aid recoverable		15,308	-	15,308	17,554
Collections and donations		7,206	704	7,910	12,731
		90,606	704	91,310	106,213
Donations legacies and grants		93,292	2,780	96,072	152,716
Special Appeals		-	-	-	-
		183,898	3,484	187,382	258,929
Activities for generating funds		4,949	-	4,949	6,476
Investment Income		6,072	-	6,072	5,200
PCC Fees		8,343	-	8,343	7,215
St Peters PCC		10,121	-	10,121	10,321
Other		114	192	306	721
Total incoming resources		213,497	3,676	217,173	288,862
Resources expended					
Church activities:					
Donations to missions & charities	5	9,550	632	10,182	9,759
Parish Support Fund		60,100	-	60,100	58,250
Church groups and evangelism projects		1,187	1,014	2,201	24
Provision of services		7,796	-	7,796	8,062
Clergy & ministry team expenses		3,013	-	3,013	3,472
Curate accommodation	11	19,162	-	19,162	19,463
Maintenance and minor repairs		6,649	350	6,999	10,657
Light, Heat & Water		4,418	-	4,418	2,147
Insurance		4,920	-	4,920	4,809
Admin, communication and governance		18,495	-	18,495	16,362
		135,290	1,996	137,286	133,005
Major repairs expenditure					
Church		-	11,865	11,865	134,854
Churchyard		-	-	-	-
Depreciation of Oxted Community Hall	6	-	11,600	11,600	11,600
Total Resources expended		135,290	25,461	160,751	279,459
Net (Outgoing)/incoming resources		78,207	(21,785)	56,422	9,403
Transfer between funds		-	-	-	-
Net movement in Funds		78,207	(21,785)	56,422	9,403
Balances brought forward 1 January		100,321	464,353	564,674	555,271
Balances carried forward 31 December		178,528	442,568	621,096	564,674

The notes on pages 18 to 21 form part of these accounts

Parochial Church Council of St. Mary the Virgin, Oxted
Statement of financial activities
For the year ended 31 December 2019

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2019 £	2018 £
Tangible fixed assets	6	-	440,800	440,800	452,400
Current assets					
Debtors	7	14,996	-	14,996	25,302
Short term deposits		55,185	-	55,185	54,462
Cash at bank	8	112,835	1,768	114,603	39,300
		<u>183,016</u>	<u>1,768</u>	<u>184,784</u>	<u>119,064</u>
Current liabilities					
Creditors	9	(4,488)	-	(4,488)	(6,790)
Net current assets		<u>178,528</u>	<u>1,768</u>	<u>180,296</u>	<u>112,274</u>
Total net assets		<u>178,528</u>	<u>442,568</u>	<u>621,096</u>	<u>564,674</u>
Parish funds					
Unrestricted		178,528	-	178,528	100,621
Restricted – Church	10	-	1,768	1,768	11,653
Restricted –Oxted Community Hall	10	-	440,800	440,800	452,400
		<u>178,528</u>	<u>442,568</u>	<u>621,096</u>	<u>564,674</u>

Approved by the Parochial Church Council on 18 March 2020 and signed on its behalf by:



James Ashton (Vicar)



Iona Cowland (Treasurer)

The notes on pages 18 to 21 form part of these accounts

Parochial Church Council of St. Mary the Virgin, Oxted

Notes to the financial statements

For the year ended 31 December 2019

1 ACCOUNTING POLICIES

Basis of preparation of accounts

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the FRS 102 (SORP).

The financial statements have been prepared under the historical cost convention and include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of St. Mary's Oxted Heritage Trust (the Heritage Trust) as this is a separate registered charity.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Incoming resources

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

Resources expended

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

The Heritage Trust has partially funded the construction costs of Oxted Community Hall, subject to a proportion of such costs being funded by East Surrey Crossroads Care Attendant Scheme Limited (Crossroads), who also occupy part of the property on a 99 year lease. During 2007, the Heritage Trust transferred the value of the Community Hall to the PCC. The transfer value represents the estimated cost, less contribution from Crossroads. The Community Hall is built on land vested in the Southwark Diocesan Board of Finance and held in trust on behalf of the PCC.

The construction cost of the Community Hall is being depreciated over 50 years at 2% per annum on a straight line basis, apart from the equipment and fittings which are depreciated at 10% per annum on a straight line basis over 10 years.

Movable church furnishings held by the Rector and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected (at any reasonable time). Expenditure to renew, improve or add to them is written off as an expense in the financial year in which it occurs.

Equipment used within the church premises and parish office is depreciated at 20% per annum on a straight line basis, unless the individual items cost £1,000 or less in which case they are expensed when acquired.

Parochial Church Council of St. Mary the Virgin, Oxted

Notes to the financial statements

For the year ended 31 December 2019

2 RESERVES POLICY

The PCC cash reserves are assessed as low risk and represent 36 weeks of ordinary expenditure.

The PCC is aware of this and the need for continued on maintenance of the church building, for which the fundraising has been carried out by St Mary's Oxted Heritage Trust.

It is PCC policy to invest fund balances with the Church Board of Finance Church of England Deposit Fund.

3 RELATED PARTIES

The PCC has a close relationship with St. Mary's Oxted Heritage Trust (the Heritage Trust), a registered charity, and Oxted Community Hall Management Limited, a "benefit of the community" Industrial and Provident Society and exempt charity. There are PCC appointees to the governing bodies of both charities.

The objects of the Heritage Trust are broadly the repair and restoration of St. Mary's church and its associated grounds and buildings, and construction of any buildings within the curtilage. The Trust funded the costs of Oxted Community Hall and in 2007 transferred the asset to the PCC at an estimated cost value of £580,000.

Oxted Community Hall Management Limited has leased the majority of the Community Hall from the PCC for a period of 25 years from October 2007 for a ground rent of £5,000 per annum. The company collects the rentals and funds the maintenance of the Community Hall.

4 STAFF COSTS AND PAYMENTS TO PCC MEMBERS

As the parish administrator, Mrs N. Copp, who is a member of the PCC, was paid £7,115 (2018: £6,952) during the year. The administration officer, was paid £4,497 (2018: £3,498). St. Mary's PCC was reimbursed 30% of these costs together with parish office expenses by St. Peter's, Tandridge PCC. The PCC also made ex-gratia payment to the organist and small vergers fees to various church members. The total paid was £3,890 (2018: £2,980).

No payments were made to any member of the PCC (apart from the parish administrator, the office administrator, small vergers fees and expense re-imbursements), persons connected to them or to any other related parties.

5 DONATIONS TO MISSIONS AND CHARITIES

	2019			2018		
	Collections £	PCC £	Donated £	Collections £	PCC £	Donated £
Overseas						
Justice and Care	-	-	-	-	5,531	5,531
We See Hope	-	-	-	-	922	922
Medair	-	-	-	-	922	922
Mission Africa Jersey	-	1,900	1,900	-	-	-
The Leprosy Mission	-	1,900	1,900	-	-	-
Sparks Ministry	-	1,900	1,900	-	-	-
Christian Aid	220	-	220	359	-	359
	220	5,700	5,920	359	7,375	7,734
National & Diocesan						
Children's Society	-	-	-	12	910	922
Their Voice	-	1,900	1,900	-	-	-
Crosslight Advice	-	1,900	1,900	-	-	-
Poppy Appeal	462	-	462	893	-	893
	462	3,800	4,262	905	910	1,815
Local						
CTOD	-	-	-	-	200	200
Surrey Association of Church Bell Ringers	-	-	-	-	20	20
	-	-	-	-	220	220
	682	9,500	10,182	1,264	8,505	9,769

Parochial Church Council of St. Mary the Virgin, Oxted
Notes to the financial statements
For the year ended 31 December 2019

6 FIXED ASSETS (RESTRICTED FUND)

	Freehold Building £	Equipment & fittings £	Total £
Oxted Community Hall			
At 1 January 2019 – Transfer Value (estimated cost)	580,000	20,000	580,000
Additions	-	-	-
At 31 December 2019	<u>580,000</u>	<u>20,000</u>	<u>580,000</u>
Depreciation at 1 January 2019	127,600	20,000	127,600
Charge for the year	11,600	-	11,600
At 31 December 2018	<u>139,200</u>	<u>20,000</u>	<u>139,200</u>
Net book value at 31 December 2019	<u>440,800</u>	-	<u>440,800</u>
Net book value at 31 December 2018	<u>452,400</u>	-	<u>452,400</u>

7 DEBTORS

	2019 £	2018 £
Unrestricted Fund - Tax recoverable	3,375	3,600
Unrestricted Fund - St. Peter's, Tandridge	10,121	4,265
Restricted Fund - Church Repair – HMRC VAT refund	1,500	17,437
	<u>14,996</u>	<u>25,302</u>

8 CASH AT BANK

	2019 £	2018 £
Restricted fund – Youth work	1,205	2,029
Restricted fund – Church repair - HLF	(1,311)	(7,813)
Restricted fund – Charity collection	73	
Unrestricted fund	<u>114,635</u>	<u>45,084</u>
	<u>114,603</u>	<u>39,300</u>

9 CREDITORS (UNRESTRICTED FUND)

	2019 £	2018 £
Oxted Community Hall income received in advance	1,250	1,250
PCC Fees	3,238	3,920
Accruals	-	1,620
	<u>4,488</u>	<u>6,790</u>

Parochial Church Council of St. Mary the Virgin, Oxted
Notes to the financial statements
For the year ended 31 December 2019

10 RESTRICTED FUNDS

Fund movements – restricted funds	Church Repair	Youth	Community Hall	Charity Bahamas Appeal	Total
	£	£	£	£	£
Opening Balance	9,624	2,029	452,400	-	464,053
Depreciation	-	-	(11,600)	-	(11,600)
Incoming resources	2,730	192		73	2,995
Resources expended	(11,865)	(1,016)			(12,881)
From unrestricted fund					-
Closing Balance	489	1,205	440,800	73	442,567

11 CURATE ACCOMMODATION

The PCC had entered into a lease to provide accommodation for the Curate who was appointed in June 2017. No special appeal was made for the lease rental and as such is not restricted expenditure. St Peter's share of this cost is 30%.

CASH FLOW STATEMENT

	2019	2018
	£	£
Net incoming/(outgoing) resources	56,422	9,403
Add depreciation	11,600	11,600
Movement in working capital	8,004	(7,134)
Net Cash Flow	76,026	13,869
Cash and short term deposits as at 1 January 2018	93,762	79,893
Cash and short term deposits as at 31 December 2019	169,788	93,762

**Annual Report of the Parochial Church Council of St. Mary the Virgin, Oxted
for the year ended 31st December 2019**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST MARY THE VIRGIN, OXTED,
PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31st December 2019 which are set out on pages 16 to 21.

Respective responsibilities of the PCC and Independent Examiner

The members of the PCC 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Roger Thomas

April 2020