



St. James'  
Shere

**THE PARISH OF SHERE**  
incorporating the villages of Gomshall, Peaslake and Shere



St. Mark's  
Peaslake

Shere Parochial Church Council  
  
Annual Report and  
  
End of Year Financial Statements  
  
Year ending 2020

# Annual Report – Table of Contents

1. Ministry Report	3
2. Financial Report	3
3. Electoral Roll Report	5
4. Deanery Synod Report - 2020	5
5. Families and Children's Work	5
6. St James' Flower Arrangers Report	6
7. Choir Report	6
8. Report on the Fabric, Goods and Ornaments of the Churches.	6
9. Shere Bell Tower Annual Report	7
10. Mission Support Report	7
11. Safeguarding Report	8
12. Parish Magazine: a seismic year	8
13. Financial Statements for the year ended 31 December 2020	10
Notes	10
Statement of Financial Activities	12
Balance Sheet	13
Fund movement	14
Analysis of income and expenditure	15
13. Independent Examiners Report	20

## 1. Ministry Report

Although there were some amazing live events in 2020 (Remembrance, Mobile Nativity, etc.) the year will most be remembered for how much we managed to do online from such a low starting point. No one would have guessed in January that by the end of the year our Parish would have produced so many high quality online services of such variety. From regular weekly worship to occasional all age services with school and family participation we climbed a steep learning curve and found new ways to interact with each other and our community. Highlights included a United Benefice Service visiting all seven churches, the animals in our Harvest Festival and Pet Service, the many local businesses in our Community Christmas Service, and the growing confidence of our Choir culminating in a superb Carol Service which currently has over 800 views.

In addition to this YouTube output we developed our Zoom usage from simple meetings and Morning Prayer to after service gatherings and on to using it for Take Time, Little Fishes and eventually a full blown Virtual Alpha Course.

All these positive outcomes of the Pandemic should not gloss over the human cost of the lockdowns and restrictions - both to the mission of the church and the welfare of our community. We are very grateful to the work of our Visiting Team in trying their best to keep in touch with the lonely and the vulnerable in our parish, and also to those both within and beyond the church membership who actively increased their care for their neighbours.

As a church our major challenge in 2021 is how we productively manage our exit from the pandemic. The temptation will be to assume we just return to 'normal' - but this will be a huge missed opportunity. Now is the time to examine what we used to do and be honest about whether it is worth re-starting or whether there are in fact better uses of our resources. Now is the time to look in amazement at all the new things we have learnt to do over the last year and ask our ourselves whether there might not therefore be other amazing new things we could learn just as well in the year ahead. Now is the time to ask how best we might serve God in this place by allowing the events of the last year to inform our actions going forward.

Next year's report will tell us how well we addressed this challenge. We will probably make mistakes, we will probably take some wrong turns - but I hope we do not look back on the struggles of 2020 and feel we failed to at least try to turn them into something good in 2021, I pray we can look back upon the blessings that God brought out of 2020 and know that we did our best to use them to build new attitudes to mission and ultimately a stronger church.

God Bless

Tim

## 2. Financial Report

As mentioned elsewhere in this Annual Report, 2020 has been an exceptional year for our Parish. The church finances have not been unaffected, with some extraordinary (and hopefully exceptional) movements in our income and expenditure for the year.

I am pleased to report that despite the pandemic we have been able to maintain a small surplus of income over expenditure of £1,326 (2019: £159), and we have not had to draw down on our reserves. Income has fallen, but we have been successful in restraining our expenditure.

Total income on unrestricted (excluding designated) funds was £150,000 (£178,000), a decline of 16%.

Income from planned giving through standing orders and the PGS direct debit scheme was £91,000 (£96,000), a decline of 5% (2019: 10%). I am hopeful that the 2021 planned giving campaign will help to address this shortfall. Donations totalled £3,700 (£5,400). The Old Parsonage on Lawbrook Lane continues to be let, which provided a gross income of £14,500 (£13,400), where we continue to benefit from the recent rent review.

Our other sources of income (collections, wall safe, fee income from weddings and funerals) were all substantially reduced because of the pandemic restrictions and especially the closure of our church buildings.

On the expenditure side, included in our unrestricted (excluding designated) expenditure total of £149,000 (£178,000) is our diocesan parish share of £85,000 (£81,000), an increase of 5.6%. Parish Share is our largest single item of expenditure. For 2021, parish share will be held at 2020 levels.

Almost all other areas of expenditure have reduced. The lack of services has meant lower music expenditure and lower services costs. Expenditure on utilities, mainly gas and electricity, for our church buildings was £2000 (£9900). Apart from not needing to heat or power the church buildings we have benefited from a VAT rebate and refunds from over-estimated bills.

In terms of mission support we have been able to maintain annual donations to our three supported outward giving partners, but overall outward giving has reduced as we have not been able to hold events to raise funds (eg Carols in the Square).

Expenditure on our church buildings excluding major projects was £5,300 (£8,500).

The net result for the year was an excess of income over expenditure of £1,326 (£159) on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on unrestricted funds totaled £154,000 (£142,000). This total includes deposit and investment funds lodged with the Church of England deposit fund, which increased in value by £3,200.

Reserves Policy: The reserves policy was agreed by the PCC in September 2020. It is detailed in the Notes to the Financial Statements.

Related Party Transactions: No PCC member (Trustee) has received any benefits (2019: £0), but clergy members of the PCC have been re-imbursed expenses not exceeding £2,800 (£5,900) in total.

*Angus Denny, Treasurer*

### **3. Electoral Roll Report**

The number on the Electoral Roll at the Covid delayed APCM held on 14 October 2020 was 166.

*Howard Potter, Electoral Roll Officer*

### **4. Deanery Synod Report - 2020**

My contribution to the Annual Report usually records three meetings of Deanery Synod in the course of the year. In 2020, however, there was only one, held on the 11<sup>th</sup> February at Albury Village Hall, where our host was the Revd. Andrew Pearson. Following on from the appointment of the new Area Dean, the Revd. Roy Woodhams, in 2019, a new lay chairman had been appointed and a new hon. Secretary, respectively Dr. John Hall and Katherine Tuck. Dr. Hall lives in Bramley and by profession is a pharmaceutical researcher. The Area Dean reported that a new priest-in-charge at Dunsfold and Hascomb had been licenced, Ian Maslin, and a new vicar of Bramley Andrew Davis was due to be inducted on the 23<sup>rd</sup> April. The meeting had two presentations on that occasion. The Revd. Greg Cushing, who is vicar of Alfold and Loxwood and a sports co-ordinator for the Diocese spoke about the Sports Ministry and what he wanted to achieve for every parish in the Diocese. The other presentation came from our Archdeacon Paul Davies who spoke of the Diocesan Vision for Deaneries, noting some lack of guidance being provided to Area Deans and lay chairman, so that much of the work that is done now is reactive. The idea is to create a leadership team for each Deanery, and Paul was very enthusiastic to take this forward.

*Martin Betts*

*Deanery Synod Representative*

### **5. Families and Children's Work**

In a year where adaption to a changing scene has been vital, we have ensured that we remain in contact with families as much as we can. The year began with the usual pattern of worship and contact and then everything changed!

Little Fishes has gone online and has met weekly on Zoom since the Autumn ably led by the team of Judy Potter, Jane Davies, Shiona Bacon and Anne Currier. Online weekly since the Autumn with on average 6 families attending

Family Feast had a final service in St James' in February before it stopped. Instead, when possible, we have done outside services, one on the swimming pool field was well supported by families seated around on their own blankets with their picnics. A Christingle service planned for the churchyard had such high numbers booking (100 children before counting the adults) that very sadly that had to be cancelled due to safety issues. The Christingles oranges were collected together with a prayer instead.

Fathers' Day was an online recorded service and it was good to have families joining in the Zoom coffee afterwards.

The United Benefice Holiday Club went online with the Razzamatazz Robots in August. We had 15 regular attendees for this week. A surprising amount of work was involved and thanks must go to Cathy Mead and Andrew and Sheena Pearson who did the heavy lifting!

Outside has been the name of the game and a Christmas churchyard trail was set up by the McMonigall family in Shere and we joined in with the Shere School Advent window trail.

Throughout these months the main aim has been to keep in gentle contact with as many of our overstretched families as we can. This has been done through house-to-house deliveries of bags of activities such as for Advent and Lent.

For teenagers living through this changeable year, we had Taketime mediations from time to time and continued doing day walks walking the Pilgrim Way, when possible.

School visits to the two churches continued when possible, as did live assemblies to be followed by recorded one.

The highlight must surely have been the Mobile Living Nativity which toured the three villages the weekend before Christmas stopping for a short thought and prayer in numerous places proclaiming that, 'No! Christmas is NOT cancelled!'. Rob Arrow built a stable on the back of his truck which he drove with the Wagstaff family as the Holy Family and Christmas carols ringing out. Shouts of, 'There's a real baby Jesus!' were heard. Bringing the Good News of the Gospel to where people are and not waiting for them to come to us must be the way to go.

Plans are being made for the appointment of a part time children and families worker shared with Albury church in 2021.

*Revd. Sarah Hutton*

## **6. St James' and St Mark's Flower Arrangers Report**

Obviously, due to the pandemic, the flower arrangers have not been as active as usual. A much reduced team decorated the Churches for Harvest Festival and for Christmas. During the remainder of the year we have been grateful to Pattie Hendrie who has very kindly provided an arrangement near the Altar in St James' that has needed very minimal attention in order to allow the rest of the team to shield if necessary. We look forward to life returning to normal later on this year and to being able to provide fresh flower arrangements in St. James' Church and St Mark's Church once Services recommence. Particular thanks are extended to Jenny Walters, as she steps down, for her sterling work as flower arranger at St Mark's Church.

*Lesley Childs*

## **7. Choir Report**

It has been a year of interesting challenges for the choir - and our Musical Director, who has added technical wizardry to his already impressive range of talents.

We responded accordingly to the changing 'rules of engagement'. We sang, socially distanced, in the Bray Chancel for a few services and met up in church, whilst we could, to record vocals for carols and videos for hymns. When this was not possible, Doug recorded and sent us the organ music for numerous hymns so that we could record the vocals individually at home. He then learned how to put up to fourteen separate recordings together into a cohesive performance for the weekly online services.

The hugely enjoyed online '7 Lessons and Carols' was a testament to the skills developed over the year by both Doug and Tim, ably supported by the editing skills of Katharine Heaney.

*Cathy Mead on behalf of the Choir*

## **8. Report on the Fabric, Goods and Ornaments of the Churches.**

With the pandemic over the past year there is not a lot to report in terms of work undertaken on the church. Recently however work has been done to repair the oak louvres and fit heavy gauge wire in the bell tower to try and prevent jackdaws gaining access to nest, it is hoped that if this is successful that in time swifts will return to the tower.

Annual gutter clearance has been carried out together with boiler and fire extinguisher servicing.

Our annual churchyard tidy up this year was very well supported at both churches and a great deal was achieved.

We continue to work on the Quinquennial report and it is hoped to give more details on this at the APCM. The Old Parsonage our tenanted property, owned by the Parish, has not required any expenditure in the past year.

*Roger Moulden - Property Team.*

## 9. Shere Bell Tower Annual Report

Ringling ceased with the first lockdown in March and because of the lack of space on our staircase and in our ringing chamber was not able to recommence. Therefore a year of frustrating inactivity.

Thanks are extended to Jim Heyes and Angus Denny for bell ringing at St Mark's.

*John Parker, Tower Captain*

## 10. Mission Support Report

Our Parish gives a guaranteed source of income to a number of charities. These are (currently): Barnabus in Manchester, Chance for Childhood in Northern Uganda, and the Al Ahli Hospital in Gaza. The money is paid out of the Parish's Outward Giving fund.

**Chance for Childhood** - We continued throughout 2020 to support the work of Chance for Childhood (C4C) in northern Uganda, where we help fund the agribusiness training project at the Patongo Youth Centre. We have had heart-warming feedback on the success of many young men and women who learn business skills as well as how to grow crops that can flourish during the ongoing climate change. Once their training is completed, not only do they manage to provide a better life for themselves but for their families too.

Unfortunately, the arrival of Covid-19 brought many aspects of progress to a standstill as the government enforced a severe lockdown. With schools and drop-in centres closed, young people had no access to safe places or to the basic food they provided. C4C were quick to organise visits to check on families at risk, even in remote areas. They organised mask-making, introduced hand-washing and sanitising facilities, family food packages, and set up a safe-guarding watch with their local partners. In August, the Patongo Youth Centre reopened and immediately enrolled 122 students into 5 different training courses. One example of C4C's success is of a young man who lost both parents as a child and used to eat just one meal a day. Having completed the agribusiness training, he is already providing food and education for his uncle's family, as well as having a good living for himself!

**Al Ahli Hospital** – Our Mission support for the Al Ahli Hospital in Gaza continued at the annual rate of £2000. Given the deteriorating political situation, continuing border closures and control of imports of basic goods by the Israeli Authorities, the hospital has been working in an extremely difficult working environment, with a shortage of medicines, equipment, and with a small and dedicated staff. This has been exacerbated by the COVID-19 situation, and the unavailability of vaccines and ICUs. The problems were brought home to us in a 'virtual meeting' with the Director and staff of the Hospital, organised by AMOS, through whom our donations are channelled. This showed how increasingly important and vital, our continuing contribution is to the well-being of the local population.

**Barnabus - the Christian Charity supporting the Homeless** - 2020 was even more challenging for Barnabus than the previous year due to the pandemic. During the national lockdowns volunteers had to go back onto the streets to provide what help they could to the homeless when the Beacon Centre had to close and showers, meals, clean clothes etc. had to be curtailed. When the building has been allowed to open, obviously with fewer clients visiting at any one time, a new approach has allowed the staff to give deeper support to individuals and the resettlement team has begun to make really positive changes. We are the sole supporters of the I.T. cafe and the use of the equipment has been invaluable to both clients and staff for contacting the Council regarding accommodation during the winter months, keeping in touch with relatives etc. There are many uncertainties regarding the next few months but, hopefully, life and services at the Beacon Centre will have returned to normal by the Summer.

### **Other Outward Giving/Support from the Parish –**

Due to the pandemic Shere Lent lunch was cancelled, there was no collection in Church last November for the Royal British Legion, and Carols in Square was not held.

Children's Society Boxes went ahead (£717 collected) and for Send Prison £540 of vouchers and tokens

were donated by parishioners, for the children of the women and mothers in prison.

Food Bank – we contributed donated items to the local foodbanks, alternating between the Salvation Army and the North Guildford food banks. We have delivered at least 15 carloads of food.

Hygiene Bank – donated items have been collected, initially to where the need was the greatest, but during the lockdowns to the foodbanks as above.

Mary's Meals charity – feeding children at a place of education in 19 of the poorest countries. Due to government lockdowns and school closures in the countries concerned, Mary's Meals sent food packages to the children (and families) in place of meals at their schools, and the community contributed to this via the 'Double the Love' campaign. We were given and collected sufficient items (clothes, towels, toiletries, school equipment etc) to fill 200 backpacks to go out to schools in Malawi, where children are being fed by Mary's Meals. However, because of Covid restrictions in Malawi meaning that backpacks cannot be delivered, all items are being safely stored until the project can re-start in due course.

## **11.Safeguarding Report**

The Church of England's attitude and response to Safeguarding continues to develop rapidly: this Parish, along with the Diocese, does not tolerate abuse of any kind.

As Parish Safeguarding Officer, I keep track of people who are required to undergo regular Safeguarding Training and DBS (Disclosure and Disbarring Service) checks. This is to ensure the highest standard of awareness and protection of the vulnerable in the church community is maintained – of both adults and young people.

Melody Barnett and Martin Betts are DBS validators and will contact those whose DBS need renewal. This is required every 5 years.

Safeguarding Training is required for all those who hold positions of responsibility or undertake roles within the church community. There are now 5 different training courses depending on the role held - some people need to do more than one course, and each course has to be refreshed every three years. Currently, face to face training has been suspended, so delivery of training is either online or virtually by zoom, depending on the course – and this is expected to continue for the time being. I send a reminder to those who need to update their training and people should book on the course suggested promptly, informing me when it is completed. All PCC members need to undertake the Foundation course. About 20 safeguarding courses were attended by this Parish in 2020.

The Parish Safeguarding Policy is reviewed annually by the PCC, with copies then displayed on the church notice board and sent to the Diocesan Safeguarding Advisor, now Jackie Broadfoot. The public display of this policy also guides people as to who they should report any Safeguarding concerns: This is myself as Parish Safeguarding Officer, Sarah Hutton, the PCC Safeguarding Representative, Tim Heaney as Incumbent, or Jackie Broadfoot, Diocesan Safeguarding Advisor.

The PCC and Incumbent have a duty of care to ensure the protection of the vulnerable in the community and thus have responsibility for Safeguarding. It is a responsibility that we take very seriously.

*Helen Murray*  
*Parish Safeguarding Officer*

## **12. Parish Magazine: a seismic year**

It was never going to be easy producing the Parish Magazine throughout a national pandemic and three lockdowns, so 2020 was a seismic year in several respects. However, not only did the Mag keep going under very difficult and unusual circumstances (some other parish mags decided to close, at least for the duration)

but also the January 2021 edition brought to an end the 17-year Editorship of Tim Austin with his wife Lesley as Advertising Manager.

With the first national lockdown being announced in mid-March and many church and village events being cancelled at very short notice, production of the April/Easter Mag was one of the most difficult that the editorial team had ever had to face. Ken and Cathy Mead in Shere and Ray and Elsbeth Moran in Peaslake rapidly adjusted arrangements for the distribution of the Mag at the end of the month, taking into account all the sanitising and social distancing regulations that were to become so familiar as the year progressed.

The next problem was a call, out of the blue, from our regular printers, A3 Design & Print at Farnham, to say that they were closing for the foreseeable future on account of Covid-19. A frantic 24 hours ensued as we had to find alternative printers, but Careprint, run by our former Parish Choirmaster Nick Winford at the Home Farm business units opposite the Silent Pool, came to the rescue with an 88-page edition expertly printed and delivered on time. In early May, A3 unexpectedly told us that they were returning to work and could print the June edition, so another frantic round of phone calls and emails ensued; it was decided to return to A3 because of their past excellent service but a promise was made to Careprint that the situation would be reviewed at the end of 2020 when the editorial team was due to change.

For the rest of the year, editions ranging from 84 pages to 96 duly came out on time, surprisingly packed with reports, features and information despite virtually all village and church activities – at least in the form of live gatherings – being cancelled. The year of Zoom helped to save our communities and also the Mag – and even gave our church family new horizons across which we could continue to communicate.

The Mag for January 2021 was duly produced just before Christmas, with Tim and his team saying farewell and Jane Kumar taking over as Editor-in-Chief, heading up a reorganised structure of “section heads” – Mike Currier taking charge of the church section, Naia Edwards the Village Voices and Rebekah Heaney the village and communities section, with Javed (J) Kumar taking over the advertising from Lesley Austin.

The Parish generously laid on a farewell presentation to Tim and Lesley at a Zoom coffee morning following the YouTube Morning Service on Sunday, January 17, with Rector Tim presenting the couple with a magnificent inscribed crystal bowl. A week later, the first edition of the Mag under new management appeared – another 88-page edition but this time printed by the new printers, Careprint. Jane and her new team were rightly applauded for having produced a splendid first issue. The Mag clearly goes forward in safe and talented hands.

*Tim Austin*

## 13. Financial Statements for the year ended 31 December 2020

### Notes

#### a) Accounting Policies

- The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.
- The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

#### b) Funds

- The general reserve includes 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 for a particular purpose by the PCC are also unrestricted. Funds given for a particular purpose are restricted to use for that purpose.
- The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

#### c) Incoming resources

##### *Voluntary income and capital sources*

- Collections are recognised when received by or on behalf of the PCC.
- Income tax recoverable on gift aid donations is recognised in the same accounting year as the associated income is received.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- Funds raised by parish events are accounted for gross.
- Sales of books and magazines from the church bookstall are accounted for gross.

##### *Other ordinary income*

- Rental income from the letting of church premises is recognised for the period of rental falling within the accounting year.

##### *Income from investments*

- Dividends are recognised when receivable.
- Interest is recognised in respect of the periods for which it is earned that fall within the accounting year.

##### *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. Unrealised gains are included in the revaluation reserve.

#### d) Resources used

##### *Grants*

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

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

- The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability, and is shown as a creditor in the Balance Sheet.

#### **e) Fixed assets**

##### *Consecrated land and buildings and movable church furnishings*

- Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.
- No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. 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 SOFA and separately disclosed.

##### *Other fixtures, fittings and equipment*

- Equipment is depreciated on a straight line basis over each asset's estimated useful life.

#### **f) Investments**

- Investments are carried at market value at 31 December.

#### **g) Current assets**

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

#### **h) Reserves Policy (agreed by the PCC in September 2020)**

The PCC, as a body which should fundamentally operate through faith in God's provision, considers: it is not appropriate stewardship to hold large reserves without any specific plans as to what they would be used for, and that as a charity it must have the aim of being in existence in perpetuity.

In recognition of the above it is the policy of the PCC to hold reserves sufficient to meet unexpected extra costs (eg unforeseen repairs) and to smooth out short-term mismatches between income and expenditure. After due consideration the PCC has determined that it should hold approximately nine months general running costs, including mission support, and to hold an amount for likely building works arising from the next quinquennial inspections of both churches.

In 2019 general running costs, including mission support but excluding project expenditure, equalled £184,000 (2018: £174,000). Therefore the PCC's objective is to retain a General Fund reserve of a minimum of £138,000. At 31st December 2019 the General Fund stood at £143,000.

If the General Fund reserve exceeds £150,000, the PCC will consider how it will use the excess. If the General Fund reserve is below £100,000, the PCC will consider how to manage this shortfall.

The reserves policy will be reviewed every two years.

## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>						
Income from Donors						
Planned Giving	91,601	—	—	—	91,601	96,713
Donations	2,694	—	1,055	—	3,749	5,447
Collections	3,500	—	199	—	3,699	13,846
Wall safe	656	—	—	—	656	2,811
Events	—	—	—	—	—	3,555
Bequests and Grants	2,368	—	—	—	2,368	24,995
Income from Fees						
Weddings	743	—	—	—	743	3,281
Funerals	4,878	—	—	—	4,878	7,225
Income from Property & Trading						
Magazine	23,435	—	—	—	23,435	26,947
OP Rent	14,505	—	—	—	14,505	13,457
OSR Hire	1,502	—	—	—	1,502	2,268
Bookstall sales	336	—	—	—	336	1,500
Income from Investments	1,793	—	—	—	1,793	2,055
Other Income	2,353	—	—	—	2,353	1,901
<b>Total income</b>	<b>150,369</b>	<b>—</b>	<b>1,254</b>	<b>—</b>	<b>151,623</b>	<b>206,005</b>
<b>Resources used</b>						
Mission Support & Other Giving	6,066	—	—	—	6,066	11,608
Ministry Team	3,078	—	—	—	3,078	14,988
Upkeep of Services	445	—	—	—	445	2,446
Church Buildings						
Utilities	2,043	—	—	—	2,043	9,909
Maintenance and upkeep	5,289	—	—	—	5,289	102,748
Churchyard	4,708	—	—	—	4,708	6,846
Other	6,517	—	—	—	6,517	5,303
Music	6,139	—	—	—	6,139	11,327
Diocesan, Deanery & Tower Costs						
Parish Share	85,607	—	—	—	85,607	81,084
Deanery and Tower	80	—	—	—	80	130
Events & Christian Development	729	—	—	—	729	1,746
Administration						
Administrator	173	—	—	—	173	4,132
Telephone / Internet	1,509	—	—	—	1,509	2,200
Bank Charges	428	—	—	—	428	808
Examiner / other	994	—	—	—	994	1,962
Property and Trading						
Magazine	20,818	—	—	—	20,818	19,833
OP	2,411	—	—	—	2,411	2,419
OSR and PO	1,810	—	—	—	1,810	2,049
Bookstall	189	—	—	—	189	1,248
<b>Total expenditure</b>	<b>149,042</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>149,042</b>	<b>282,793</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>1,326</b>	<b>—</b>	<b>1,254</b>	<b>—</b>	<b>2,580</b>	<b>(76,788)</b>
<b>Transfers</b>						
Gross transfers between funds - in	8,099	1,135	—	—	9,234	102,314
Gross transfers between funds - out	(1,135)	(1,697)	(6,401)	—	(9,234)	(102,314)
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	3,194	—	—	—	3,194	7,577
<b>Net movement in funds</b>	<b>11,485</b>	<b>(562)</b>	<b>(5,147)</b>	<b>—</b>	<b>5,775</b>	<b>(69,210)</b>
<b>Total funds brought forward</b>	<b>142,838</b>	<b>882,597</b>	<b>28,517</b>	<b>—</b>	<b>1,053,953</b>	<b>1,123,164</b>
<b>Total funds carried forward</b>	<b>154,324</b>	<b>882,035</b>	<b>23,370</b>	<b>—</b>	<b>1,059,729</b>	<b>1,053,953</b>

## Balance Sheet

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets</b>						
Tangible assets	—	875,000	—	—	875,000	875,972
Investments	53,148	—	—	—	53,148	49,953
	<b>53,148</b>	<b>875,000</b>	<b>—</b>	<b>—</b>	<b>928,148</b>	<b>925,926</b>
<b>Current assets</b>						
Stocks and work in progress	2,891	—	—	—	2,891	2,891
Debtors	7,784	—	—	—	7,784	13,514
Investments	54,687	—	—	—	54,687	54,456
Cash at bank and in hand	39,063	7,035	23,728	—	69,826	72,687
	<b>104,428</b>	<b>7,035</b>	<b>23,728</b>	<b>—</b>	<b>135,191</b>	<b>143,549</b>
<b>Liabilities</b>						
Creditors: Amounts falling due in one year	3,248	—	362	—	3,610	15,522
	<b>3,248</b>	<b>—</b>	<b>362</b>	<b>—</b>	<b>3,610</b>	<b>15,522</b>
<b>Net current assets less current liabilities</b>	<b>101,180</b>	<b>7,035</b>	<b>23,366</b>	<b>—</b>	<b>131,581</b>	<b>128,027</b>
<b>Total assets less current liabilities</b>	<b>154,328</b>	<b>882,035</b>	<b>23,366</b>	<b>—</b>	<b>1,059,729</b>	<b>1,053,953</b>
<b>Total net assets less liabilities</b>	<b>154,328</b>	<b>882,035</b>	<b>23,366</b>	<b>—</b>	<b>1,059,729</b>	<b>1,053,953</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	154,324	—	—	—	154,324	142,838
<b>Designated</b>						
Diane Aston Memorial Fund	—	1,135	—	—	1,135	—
Old Parsonage	—	875,000	—	—	875,000	875,000
Parish Emergency Fund	—	500	—	—	500	500
Rectors Discretionary Fund	—	—	—	—	—	—
Rectory Premises Reserve	—	1,000	—	—	1,000	1,000
St James WC Project	—	—	—	—	—	1,697
Buildings Maintenance	—	—	—	—	—	—
Young People	—	600	—	—	600	600
Mission Support	—	2,000	—	—	2,000	2,000
StJ - Sound and Vision	—	—	—	—	—	—
Old School Room	—	1,800	—	—	1,800	1,800
<b>Restricted</b>						
St James Flagpole	—	—	1,055	—	1,055	—
Flowers Easter Lilies	—	—	146	—	146	146
Old School Room	—	—	4,425	—	4,425	4,425
Hymn Books	—	—	579	—	579	579
Choir Social	—	—	979	—	979	979
Dedicated Collections	—	—	—	—	—	—
StJ - General	—	—	6,952	—	6,952	6,753
St James - Churchyard	—	—	250	—	250	250
StJ - Spire	—	—	3,295	—	3,295	3,295
StM - General	—	—	922	—	922	7,324
StM - West End	—	—	—	—	—	—
StM - Cemetery	—	—	4,765	—	4,765	4,765
Lent Lunch	—	—	—	—	—	—
<b>Funds of the church</b>	<b>154,324</b>	<b>882,035</b>	<b>23,370</b>	<b>—</b>	<b>1,059,729</b>	<b>1,053,953</b>

Balance Sheet signed:



Rev Tim Heaney, Rector

## Fund movement

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
<b>Unrestricted</b>						
General - General fund	142,838	150,369	149,042	6,964	3,194	— 154,324
<b>Sub-totals</b>	<b>142,838</b>	<b>150,369</b>	<b>149,042</b>	<b>6,964</b>	<b>3,194</b>	<b>— 154,324</b>
<b>Designated</b>						
Diane Aston Memorial Fund	—	—	—	1,135	—	— 1,135
Rectory Premises Reserve	1,000	—	—	—	—	— 1,000
St James WC Project	1,697	—	—	(1,697)	—	— —
Young People	600	—	—	—	—	— 600
MissionSupport	2,000	—	—	—	—	— 2,000
Old School Room	1,800	—	—	—	—	— 1,800
Old Parsonage	875,000	—	—	—	—	— 875,000
Parish Emergency Fund	500	—	—	—	—	— 500
<b>Sub-totals</b>	<b>882,597</b>	<b>—</b>	<b>—</b>	<b>(562)</b>	<b>—</b>	<b>— 882,035</b>
<b>Restricted</b>						
St JamesFlagpole	—	1,055	—	—	—	— 1,055
StJ - General	6,753	199	—	—	—	— 6,952
St James - Churchyard	250	—	—	—	—	— 250
StJ - Spire	3,295	—	—	—	—	— 3,295
StM -General	7,324	—	—	(6,401)	—	— 922
StM - Cemetery	4,765	—	—	—	—	— 4,765
Flowers Easter Lilies	146	—	—	—	—	— 146
OSR - Old School Room	4,425	—	—	—	—	— 4,425
Hymn - Hymn Books	579	—	—	—	—	— 579
Ch-Soc - Choir Social	979	—	—	—	—	— 979
<b>Sub-totals</b>	<b>28,517</b>	<b>1,254</b>	<b>—</b>	<b>(6,401)</b>	<b>—</b>	<b>— 23,370</b>
<b>Totals</b>	<b>1,053,953</b>	<b>151,623</b>	<b>149,042</b>	<b>—</b>	<b>3,194</b>	<b>— 1,059,729</b>

## Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	<u>This year</u>	<u>Last year</u>
<b>INCOME</b>							
<b>Income from Donors - Planned Giving</b>							
PG GA (Standing Orders)	24,393	—	—	—	24,393	27,058	
PG GA (PGS Direct Debits)	43,234	—	—	—	43,234	44,252	
PG GA PGE Envelopes St James	403	—	—	—	403	1,092	
PG GA PGE Envelopes St Mark	516	—	—	—	516	904	
PG NGA (Standing Orders)	2,598	—	—	—	2,598	1,948	
PG NGA (PGS Direct Debits)	1,823	—	—	—	1,823	1,683	
PG NGA PGE Envelopes St James	437	—	—	—	437	315	
CAF	480	—	—	—	480	485	
Tax Reclaim - PG non-PGS	6,907	—	—	—	6,907	7,910	
Tax Reclaim - ex-PGS	10,809	—	—	—	10,809	11,063	
Total	91,601	—	—	—	91,601	96,713	
<b>Income from Donors - Donations</b>							
Donations GA	650	—	—	—	650	660	
Donations NGA	1,441	—	1,055	—	2,496	2,293	
Tax Reclaim - Donations	603	—	—	—	603	2,493	
Total	2,694	—	1,055	—	3,749	5,447	
<b>Income from Donors - Collections</b>							
Cash Collect GASDS St James	961	—	—	—	961	3,599	
Cash Collect GASDS St Mark	279	—	—	—	279	1,103	
Cash Collect NGA St James	5	—	—	—	5	3,611	
Cash Collect NGA St Mark	2	—	—	—	2	84	
WhiteE GA St James	627	—	—	—	627	3,735	
WhiteE GA St Mark	653	—	—	—	653	1,307	
BMF Collections GA	105	—	—	—	105	—	
BMF Collections GASDS	866	—	—	—	866	83	
BMF Collections NGA	—	—	199	—	199	320	
Total	3,500	—	199	—	3,699	13,846	
<b>Income from Donors - Wall safe</b>							
Wall Safe NGA St James	575	—	—	—	575	2,648	
Wall Safe NGA St Mark	81	—	—	—	81	163	
Total	656	—	—	—	656	2,811	
<b>Income from Donors - Events</b>							
Parish Events - NGA	—	—	—	—	—	3,555	
Total	—	—	—	—	—	3,555	
<b>Bequests and Grants</b>							
Bequests	—	—	—	—	—	2	
Grants	2,368	—	—	—	2,368	24,992	
Total	2,368	—	—	—	2,368	24,995	

**Income from Fees - Weddings**

Fees - Weddings - PCC	608	—	—	—	608	2,266
Fees - Weddings - Other	135	—	—	—	135	1,015
Total	743	—	—	—	743	3,281

**Income from Fees - Funerals**

Fees - Funerals - PCC	4,878	—	—	—	4,878	7,225
Total	4,878	—	—	—	4,878	7,225

**Income from Property & Trading - Magazine**

Magazine - advertising	15,127	—	—	—	15,127	18,360
Magazine - sales	1,431	—	—	—	1,431	1,950
Magazine - subscriptions	6,876	—	—	—	6,876	6,637
Total	23,435	—	—	—	23,435	26,947

**Income from Property & Trading - OP Rent**

OP Rent	14,505	—	—	—	14,505	13,457
Total	14,505	—	—	—	14,505	13,457

**Income from Property & Trading - OSR Hire**

Rent - OSR hire and other	1,502	—	—	—	1,502	2,268
Total	1,502	—	—	—	1,502	2,268

**Income from Property & Trading - Bookstall sales**

Bookstall Sales	336	—	—	—	336	1,500
Total	336	—	—	—	336	1,500

**Income from Investments**

Interest - Bank	31	—	—	—	31	54
Interest - CBF / other	1,762	—	—	—	1,762	2,000
Total	1,793	—	—	—	1,793	2,055

**Other Income**

Unexpected Income	2,353	—	—	—	2,353	1,901
Total	2,353	—	—	—	2,353	1,901

<b>INCOME TOTAL</b>	<b>150,369</b>	<b>—</b>	<b>1,254</b>	<b>—</b>	<b>151,623</b>	<b>206,005</b>
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## EXPENDITURE

### Mission Support & Other Giving

Outward Giving - Partner 1	2,000	—	—	—	2,000	2,000
Outward Giving - Partner 2	2,000	—	—	—	2,000	2,000
Outward Giving - Partner 4	2,000	—	—	—	2,000	2,000
Outward Giving - Other	66	—	—	—	66	5,608
Total	6,066	—	—	—	6,066	11,608

### Ministry Team

Ministry Team - Mileage / Travel	174	—	—	—	174	1,730
Ministry Team - Other	2,665	—	—	—	2,665	4,241
Rectory - Upkeep	239	—	—	—	239	9,016
Total	3,078	—	—	—	3,078	14,988

### Upkeep of Services

Upkeep of Services - Consumables	77	—	—	—	77	668
Upkeep of Services - Printing	—	—	—	—	—	361
Upkeep of Services - Other	318	—	—	—	318	1,227
Upkeep of Services - Flowers	49	—	—	—	49	188
Total	445	—	—	—	445	2,446

### Church Buildings - Utilities

StJ - Gas	278	—	—	—	278	4,840
StJ - Electricity	930	—	—	—	930	2,314
StJ - Water	158	—	—	—	158	185
StM - Gas	511	—	—	—	511	2,050
StM - Electricity	164	—	—	—	164	518
Total	2,043	—	—	—	2,043	9,909

### Church Buildings - Maintenance and upkeep

StJ - Maintenance / Housekeeping	3,477	—	—	—	3,477	6,073
StJ - Projects	—	—	—	—	—	10,208
StM - Maintenance / Housekeeping	1,812	—	—	—	1,812	2,556
StM - Projects	—	—	—	—	—	83,910
Total	5,289	—	—	—	5,289	102,748

### Church Buildings - Churchyard

StJ - Churchyard	3,868	—	—	—	3,868	4,216
StM - Churchyard	840	—	—	—	840	2,630
Total	4,708	—	—	—	4,708	6,846

### Church Buildings - Other

StJ - Insurance	2,906	—	—	—	2,906	2,852
StJ - Other	1,128	—	—	—	1,128	—
StM - Insurance	1,509	—	—	—	1,509	1,478
StM - Other	972	—	—	—	972	972
Total	6,517	—	—	—	6,517	5,303

**Music**

Music - Organist Fees	5,758	—	—	—	5,758	8,230
Music - Music Licences	266	—	—	—	266	140
Music - Choir Expenses	47	—	—	—	47	1,880
Music - Other	68	—	—	—	68	1,077
Total	6,139	—	—	—	6,139	11,327

**Diocesan, Deanery & Tower Costs - Parish Share**

Parish Share	85,607	—	—	—	85,607	81,084
Total	85,607	—	—	—	85,607	81,084

**Diocesan, Deanery & Tower Costs - Deanery and Tower**

Deanery & Tower	80	—	—	—	80	130
Total	80	—	—	—	80	130

**Events & Christian Development**

Parish Events	—	—	—	—	—	96
Community Engagement	657	—	—	—	657	586
Christian Development - Adult	72	—	—	—	72	780
Christian Development - Children & Young	—	—	—	—	—	283
Total	729	—	—	—	729	1,746

**Administration - Administrator**

Admin - Parish Administrator	173	—	—	—	173	4,132
Total	173	—	—	—	173	4,132

**Administration - Telephone / Internet**

Admin - Telephone / Internet	1,509	—	—	—	1,509	2,200
Total	1,509	—	—	—	1,509	2,200

**Administration - Bank Charges**

Admin - Bank Charges	428	—	—	—	428	808
Total	428	—	—	—	428	808

**Administration - Examiner / other**

Admin - Stationary, Postage & Books	230	—	—	—	230	553
Admin - Office Equipment	—	—	—	—	—	348
Admin - Examiner	600	—	—	—	600	600
Admin - PCC expenses	—	—	—	—	—	219
Admin - Other	164	—	—	—	164	242
Total	994	—	—	—	994	1,962

**Property and Trading - Magazine**

Magazine - Printing	20,633	—	—	—	20,633	19,389
Magazine - Distribution	184	—	—	—	184	304
Magazine - Other	—	—	—	—	—	140
Total	20,818	—	—	—	20,818	19,833

**Property and Trading - OP**

OP - Maintenance	1,396	—	—	—	1,396	540
OP - Other	1,015	—	—	—	1,015	1,879
Total	2,411	—	—	—	2,411	2,419

**Property and Trading - OSR and PO**

OSR - Utilities	975	—	—	—	975	1,535
OSR - Maintenance / Housekeeping	648	—	—	—	648	328
OSR - Insurance	186	—	—	—	186	185
Total	1,810	—	—	—	1,810	2,049

**Property and Trading - Bookstall**

Bookstall - Stock	189	—	—	—	189	1,248
Total	189	—	—	—	189	1,248
<b>EXPENDITURE TOTAL</b>	149,042	—	—	—	149,042	282,793
<b>GRAND TOTAL</b>	1,326	—	1,254	—	2,580	(76,788)

These accounts as approved by Shere Parochial Church Council and dated 14<sup>th</sup> April 2021.

Signed:



Rev Tim Heaney, Rector

## 13. Independent Examiners Report

### SHERE PAROCHIAL CHURCH COUNCIL.

#### **Independent Examiner's Report to the PCC of the parish of Shere**

I report on the accounts for the year ended 31st December 2020 which are set out on pages 9 to 18.

#### ***Respective responsibilities of the Trustees and Independent Examiner***

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the Charities 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 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 matters have come to my attention which give me 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 part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to obtain a proper understanding of the accounts to be reached.



Canon Michael Bishop, B.Eng., MBA  
3 Sadlers Close  
Guildford GU4 7DA

22<sup>nd</sup> April 2021