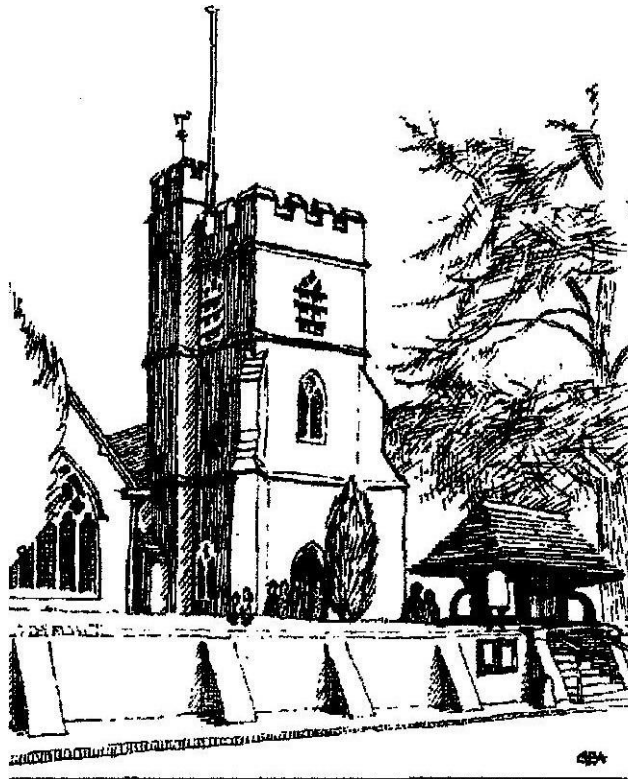


St Mary-the -Virgin  
Horsell



The Annual Parishioners Meeting and  
The Annual Parochial Church Meeting  
29 May 2022, 11.15am.  
St Mary's Church, Horsell

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AGENDAS FOR THE ANNUAL MEETING OF PARISHIONERS and THE  
ANNUAL PAROCHIAL CHURCH MEETING of ST MARY-THE-VIRGIN,  
HORSELL 11.15am Sunday 29 May 2022 in St Mary's Church

ANNUAL MEETING OF PARISHIONERS

You are entitled to vote in the election of Churchwardens if you are either on the Church Electoral Roll or on a register of Local Government Electors because you live in the ecclesiastical parish.

1. Prayers
2. Apologies
3. Minutes of the 2021 Annual Meeting of Parishioners
4. Election of Churchwardens for 2022 - 2023

'The Churchwardens Measure 2001 provides that AMP may by resolution decide that the term of office for Churchwardens of up to 6 years does not apply in relation to St Mary's Horsell.' The terms of this resolution are valid from the 29<sup>th</sup> of May 2022 to the next AMP meeting.

ANNUAL PAROCHIAL CHURCH MEETING

You are entitled to vote at the Annual Parochial Church Meeting (APCM) if you are on the Church Electoral Roll.

1. Minutes of 2021 Annual Parochial Church Meeting
2. Annual Report for 2021
  - a) Electoral Roll
  - b) Report on the fabric, goods, and ornaments
  - c) PCC Review of the Year
  - d) Safeguarding Report – Roger King.
  - e) Financial Statements – David Leach
3. Appointment of the Independent Examiner
4. Elections:
  - a) Deanery Synod

b) Parochial Church Council

5. Annual Reports from Church Organisations (Book 2).
6. Vicar's report for 2021
7. Discussion on matters of general parochial interest (it would be helpful, although not essential) if you would notify the Vicar or Secretary of any items before the meeting begins.

Update on St Andrew's Room Extension – Brian Sherriff

**Minutes of The Annual meeting of Parishioners and The Annual Parochial Church meeting**  
**On Sunday 23<sup>rd</sup> May 2021, held in St Mary's Church, Horsell, and via Zoom**

**Minutes of The Annual Meeting of Parishioners**

- 1. Prayer** - Reverend Dmitry Lutsenko opened the meeting with a prayer.
- 2. Apologies** - Elizabeth Williams and Jeffrey Johnson
- 3. Minutes of the 2020 Annual Meeting of Parishioners** - approved
- 4. Election of Churchwardens for 2021 – 2022** - In order that Mike Couper may serve for another year as a churchwarden, the parishioners passed the following resolution:  
'The Churchwardens Measure 2001 provides the AMP may by resolution decide that the term of office for churchwardens of up to 6 years does not apply in relation to St Mary's Horsell.' The terms of this resolution are valid from the 23<sup>rd</sup> of May 2021 to the next AMP.  
Proposer – Alan Nichols, Seconder – Brian Sheriff, unanimously agreed.  
Pamela Rowe has decided to step down as a churchwarden. The Vice Chair, Mark McMurtrie, thanked Pam for all her work, particularly during the Vacancy. The Parishioners showed their gratitude and thanks with a gift and applause.  
Brian Sheriff has agreed to stand for election as a churchwarden. Mike Couper and Brian Sheriff were elected as churchwardens unanimously. Many thanks to them both.

**Minutes of the Annual Parochial Church Meeting**

- 1. Minutes of the 2020 Annual Parochial Church Meeting** – approved.
- 2. Annual report for 2020**
  - a.) Electoral Roll** - 159 parishioners are listed on the Electoral Roll.
  - b.) Report on the Fabric, Goods and Ornaments** – The Churchwardens reported that all is in its rightful place and in good order.
  - c.) Report on the PCC's proceedings** – See page 11 and 12 in Book 1.
  - d.) Financial Statements** – The PCC Treasurer, David Leach, gave a PowerPoint presentation (attached). The Treasurer began with 'Comparison year on year – 2020 v 2019' which showed both overall income and expenditure were each approximately £14,000 lower in 2020 than in 2019. St Mary's expenditure was lower due to the reduced number of activities during the pandemic. The following slide 'Comparison year on year – 2020 income' highlighted the areas in which income was lost in 2020, but also showed the income from the rental of 6 Walden's Park Road, following the retirement of Reverend Peter Brown. He discussed the income trends in 2020 in the next slide, '2020 Income trends – Planned Giving', which displayed the planned giving by each quarter of the year and showed consistency.  
David thanked the Parishioners for their commitment to giving, and their support of St Mary's throughout 2020, and he offered to discuss planned giving with anyone who is interested. The Treasurer confirmed that the financial support helped, during such an extraordinary year; to provide new ways to worship and connect via virtual meeting platform and streaming, among other initiatives.  
Due to the Covid restrictions during 2020, the next slide highlighted the drop in loose cash donations. However, a further slide listed many of the incredibly positive achievements as St Mary's adapted during the year. The Treasurer went on to discuss legacies and the exceptionally positive impact they can have

on the future for St Mary's congregations. He was delighted to make the announcement that during 2020, St Mary's had received legacies in excess of £400,000, and he informed the meeting that Brian Sheriff would be speaking more about this later in the meeting. Reminding the meeting that legacies pass on faith over generations, David showed the Parishioners some pamphlets which are available, on how to give a legacy. He also gave details of a legacy of £600 which allowed a home communion kit to be purchased to help take communion to those who are unable to come to church. The Treasurer thanked all past, present, and future parishioners who have, and will continue to give to St Mary's. The Vice Chair thanked the Treasurer for all his hard work throughout the pandemic and acknowledged what an amazing year it had been for legacies. The Parishioners showed their appreciation and thanks with applause.

**3. Appointment of the Independent Examiner** – David Weller who has looked after examining St Mary's Financial Statements was appointed. Many thanks to him.

#### **4. Elections:**

a.) Deanery Synod – it was confirmed that the three Deanery Synod Representatives: David Leach, Gill Squibb and Ruth Carter who were elected in Oct 2020 will continue to serve.

b.) Parochial Church Council – Margaret Johnson, Mark McMurtrie, Jennifer Richards, and Sarah Bugler were re-elected to the PCC.

Pam Rowe, Elaine Davies, and Alan Nichols were elected to the PCC.

**5. Annual Reports from Church Organisations (Book 2)** – All of St Mary's groups and subcommittees had produced reports for the meeting, which were gathered to form Book 2 by the Parish Administrator, Helen Gravette. The Vice Chair reminded the meeting that some of these activities needed to be paused during the continued Covid restrictions, and their opening once again, was much anticipated. Thanks was recorded to St Mary's Children and Families Worker, Marcus Brookfield, for all his work during the year. The parishioners showed their appreciation with applause.

#### **6. Churchwarden's Report 2020**

Mike Couper said, 'This report will go down in the parish records as unique (I hope).

We record and remember those from our congregation who sadly died during the year and who will be greatly missed: - Brian Ashley, Barry Bartlett, Christopher Eatough and Roy Jarvis.

On 19<sup>th</sup> January we said farewell to Sarah at her last service with us, It was a sad time in many ways, but we still made the event as happy as we could. We were able to thank her with a very generous gift from the congregation and wished her every success in her new job and life. We thanked her sincerely for all the progress she had made to 'move us into the twentieth century' (her words, not mine). We became a very much more prayerful congregation and she helped us so much in strengthening links with the village community.

Life had to carry on – we had already put together a Management Team (Peter Brown, Marcus Brookfield, Mike Couper, Helen Gravette, Pam Rowe and Jonathan Thomas [Area Dean]). This met monthly until we reached the interview process – much longer than we had hoped. We kept the congregation informed with regular updates, which seemed to be appreciated by all.

We also formed a team to produce a Parish Profile – Marcus Brookfield, Mike Couper, Adrian Harvey, Lucy Leach, Jennifer Richards, Pam Rowe, Brian Rowlatt and Jenny Spencer. I would like to record grateful thanks for the many hours the team gave up in order to produce a strong profile. We spent many hours burning the candle, the latest time being 10.45pm! At the beginning of March, the PCC held a Section 11 meeting in church to agree how the vacancy would be filled. Additionally, the PCC members voted to select the two parish representatives.

As the year moved on, of course, so did the Coronavirus. At the beginning of March, we were directed by the Government to close the church. Quickly a new system of communication became very important. There were forms to fill in, lists to make, and a wonderful Cascading system was set up. All information relating to St. Mary's and wider church matters was disseminated by means of a number of church members forwarding it to others. This emergency system, created when the church office was out of action due to Covid, aimed to give us resilience and enable us to continue communicating, even if many of us fell ill with the virus. We called it the Cascade, as this was the principle on which it operated. As we could no longer meet face to face, we embraced the digital age with PCC meetings taking place via Zoom.

Like all parishes our finances suffered during the first lockdown from lack of collections during Sunday services and being unable to take hire bookings. As a result, we accepted a small grant offered by the Diocese to assist our financial position.

After a short while we put together a weekly service (Morning Prayer) distributed by the cascade system, so that as many people as possible could take part in the worship in their own homes. One advantage was that we could join in with the prayers, hymns and read through the weekly sermons and reflections, and once again I should record the wonderful help from Peter Brown, Roy Wernham and Marcus Brookfield during the months that the church was closed. They continued to help when the church was eventually allowed to be open for Private Prayer and Sunday Worship.

We were also allowed to have Communion (we chose to have this once a month) with just the bread being offered to the congregation. We were delighted that Richard Hay helped us each month with his gentle, kind manner. Marcus kept in touch with the families by sending out weekly worksheets and services to be used at home. There have been funerals during the year, with various members of other churches officiating. This was quite a challenge after Peter Brown (and his wife Elaine) had left us at the end of August. Another sad farewell, with a record number of people at the service. We wished them a happy move to Alton.

Another result of the virus was the use of zoom sessions, which Elaine Davies set up for the evening forms of worship, involving Meditation and Prayer & Praise. Another opportunity to keep in touch. The Meditation session was more successful because of the dynamics of trying to 'sing' in a group. In order to maintain our service to the Junior School we produced regular 'Open the Book' digital recordings which the children could watch at home as part of school assemblies. I wish to express my thanks to Roz Haynes for directing these, to her daughter Sarah Haynes for recording and editing them and to the loyal team of actors for their contributions.

Back to the Vacancy- Guildford Diocese decided to pause the recruitment process during the first lockdown. In September, Jennifer Richards, and Mike Couper (as Parish Representatives) were advised that advertising would recommence on a nationwide basis. We received six applications, four of which came from outside our Diocese. These were reviewed by the Interview Panel (comprising Bishop Andrew, Archdeacon Martin, Area Dean Jonathan, Jennifer, and Mike) and a candidate short-list was agreed. In November, on the day before the Interview, the selection panel met with the short-listed candidates by Zoom, a team representing the church and the parish met the two candidates for a Q&A session, again by Zoom. This team meeting replaced the normal meeting that the short-listed candidates would have had with the PCC had it not been for Covid restrictions. The feedback from the team was very useful when the Interview Panel came to their final deliberations. The Interview Panel's decision

was unanimous, and Dmitry Lutsenko was selected as our Preferred Candidate. Following a socially distanced face-to-face meeting between the two Parish Representatives and Dmitry and his family for further discussions, a formal offer was made, and the appointment agreed.

We took the decision to delay our 2020 annual meeting until October to allow this to be held within church but also broadcast it via Zoom to allow all those who wished to attend.

As the country entered a second national lockdown in December and case numbers in Woking rocketed the PCC decided to temporarily stop holding services in the church building.

Once Dmitry arrived, we were able to offer services via Zoom, which proved to be very well attended and also ran a weekly prayer series. We were delighted to be able to return to church on Easter Day 2021 for the resumption of face-to-face services.

As you can see, we have had a very busy year despite the lockdowns and unusual variations to ensure that we could keep in touch with as many members of the congregation as possible.'

Mike expressed his grateful thanks to Mark McMurtrie for all his hard work as Vice Chair of the PCC, and the Parishioners showed their thanks with applause.

## **7. Discussion on matters of general parochial interest**

The Vice Chair encouraged the meeting to look at the Safeguarding Report in Book 1 by Roger King, Safeguarding Officer, who is the point of contact for any safeguarding issue, and re-iterated how seriously safeguarding is taken at St Mary's. Many thanks to Roger for this report and his continued hard work.

Thanks, were also noted to the PCC Secretary.

## **Update on St Andrew's Room**

Brian Sheriff gave an update to the meeting from the St Andrew's Room Extension subcommittee. He acknowledged that the St Andrew's Room had served St Mary's well since it was built in the 1980s, however, under Reverend Sarah Hayes, this subcommittee was put together to determine current requirements. This highlighted the need for better toilet facilities, kitchen equipment as well as improved suitable storage space for Children and Families equipment and resources. A covered storage area was also desired for pram/stroller parking during parent and baby, and parent and toddler activities. Following interviews, Charles Darby was chosen as architect, and 2 plans were drawn up and considered. These were distributed for feedback to the PCC.

A fourth plan will be ready next month, after which time, it will be sent to the Diocese for approval, a VAT expert consulted, and following that sent to Woking Council.

In the meantime, the subcommittee has consulted with the Quantitative Surveyor, William Swanson of Ainsleys, who will visit and cost the design. When the next plans are completed, they will be distributed, and the subcommittee will welcome any input at that time. The desired improvements are 2 toilets, 1 disabled toilet, a new kitchen and 2 further toilets.

There were no questions at this time. Mike Couper thanked Brian for the update on behalf of the parishioners.

Reverend Lutsenko closed the meeting with the Grace Prayer.



# Church of St Mary-the-Virgin

Horsell



PCC Annual Report for 2021

## Directory

[www.stmarys-horsell.org.uk](http://www.stmarys-horsell.org.uk)

Incumbent: Reverend Dmitry Lutsenko

Tel: 01483 755618

The Vicarage, Wilson Way, Horsell, Woking, Surrey

Parish Administrator: Helen Gravette

01483 772134

email [stmaryshorsell@btinternet.com](mailto:stmaryshorsell@btinternet.com)

Parish Office, The Vicarage, Wilson Way, Horsell, Woking, Surrey (Tues, Wed, Fri 9am — 1 pm)

Wardens: Brian Sheriff,  
Barcroft House, Littlewick Road,  
Horsell, Woking, Surrey  
01483 474975  
  
Michael Couper,  
17 Pine Close, Horsell, Woking, Surrey  
Tel: 01483 770920

Secretary: Sarah Bugler

Treasurer: David Leach

Bank: CAF Bank  
25 Kings Hill Avenue,  
  
West Malling,  
  
ME19 5TA

Independent Examiner: David Weller

Charity registration number: 1128175

### **PCC Annual Report for the year ended 31<sup>st</sup> December 2021.**

The Parochial Church Council (PCC) is responsible for co-operating with the incumbent in promoting in the ecclesiastical parish of Horsell the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. It also has maintenance responsibility for the Church of St. Mary the Virgin, Horsell and its grounds.

#### **Membership**

The incumbent, churchwardens and synod representatives are automatically members of the PCC. Other members are elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules or are co-opted by the PCC.

During the year, the following served as members of the PCC:

Incumbent: Reverend Dmitry Lutsenko

Wardens: Michael Couper

Brian Sheriff

Representatives on the Deanery Synod:

Ruth Carter

David Leach

Gill Squibb

Elected members:

Sarah Bugler

Elaine Davis

Helen Teresa Edwards

Sarah Gladstone

Margaret Johnson

Roger King

Mark McMurtrie

Alan Nichols

Jennifer Richards

Brian Rowlatt

Pam Rowe

Lesley Templeman

## **1 Electoral Roll**

At the end of the year there were 153 on the Church Electoral Roll (compared with 159 at the end of 2020)

## **2 Church Attendance**

The usual Sunday attendance, counted during October, was 104 (50 in October 2020 – during Covid) 106 adults and children attended the one service on Easter Sunday. There was a zoom service on Maundy Thursday and Good Friday to which 85 people logged on (because of lockdown, and the cascade system we were using we did not include numbers last year (216 in 2019) and 127 on Christmas Eve and Christmas Day (only one service took place on Christmas Day last year with 57 people due to Covid).

## **3 Fabric, Goods and Ornaments**

The Churchwardens have undertaken the annual inventory of the goods and fabric of the Church and report that all are on good order.

## **4 PCC Review of the Year 2021**

The PCC met 7 times in 2021. The average attendance was 96%. As the year began, the first four meetings were held virtually via Zoom due to the continuing pandemic national lockdown. In the autumn when restrictions allowed, the PCC began to meet again in person, and the new wifi connection in St Andrew's Room made hybrid meetings possible.

In January, the PCC looked forward to the arrival of the new Vicar, Revd Dmitry Lutsenko, and his family at St Mary's. Plans were considered for the congregation to watch a recorded Institution service or to attend the service virtually, due to the pandemic lockdown. At this January meeting, thanks were recorded for all of the work of the subcommittees and for their reports. In particular, grateful thanks were noted to the Pastoral Care team for the distribution of Prayer services. The St Andrew's Room extension subcommittee reported that they would be considering more designs and were making progress.

At the end of January, the PCC was delighted to welcome our new Vicar at a PCC meeting via Zoom. As St Mary's remained closed for public worship until the end of the coronavirus pandemic lockdown, the PCC approved the Vicar's plan to hold Sunday services via Zoom. The PCC also supported both the teaching series on prayer for these virtual Sunday services as well as the 7-week Lent Course via Zoom that were proposed by the Vicar.

Planning ahead for Easter was also considered at the PCC meeting in March. The PCC gave their approval to re-open St Mary's for public worship on Easter Sunday as long as it would be allowed by the rules at that time, and the guidance from both the Government and the Church of England with restrictions in

place. Again, this PCC meeting was held via Zoom. The PCC considered and made new plans for the Annual Meeting which would be held in May. An update was given by the PCC Treasurer and the PCC approved St Mary's accounts 2020. Risk assessments that had been revised by the churchwardens were also considered.

Plans for a consultation with the congregation on the St Andrews Room extension project were discussed in March, as this had not been possible due to the pandemic lockdown. Brian Sheriff gave an update on the progress of this project at the APCM which was held on 23 May 2021.

At the meeting held on 6 May 2021, the Parochial Church Council adopted *'The Church of England Promoting a Safer Church Policy Statement, House of Bishop's practice Guidance and supporting diocesan safeguarding protocols'*.

On Saturday 8 May, several members of the PCC attended a virtual 'PCC Away Day' for the Diocese of Guildford hosted by the Diocesan Mission Enabler Team. They worked as a team to complete a Parish Development Plan for the rest of 2021. The PCC held a follow-up Development Plan meeting at 7 pm on 24 June 2021, to review and revise the draft plan together.

In July, the PCC meeting via Zoom considered a paper about Eco Church from the Diocese of Guildford which was circulated and discussed. It was agreed to find out more about this initiative developed by A Rocha UK. As the Church of England 'Living in love and faith' course was being offered by some local Woking Deanery churches, an introduction and an update were given at this meeting.

St Mary's is very fortunate to benefit from very dedicated subcommittees who report to the PCC very regularly throughout the year. At the PCC meeting in November, the Vicar thanked the PCC for their subcommittee and group reports, as well as their work for St Mary's. It was also agreed: a survey and a report would be completed to assess the churchyard wall, the Finance and Property subcommittee would complete a fire safety review, and a small Eco Church team was formed. The safeguarding training requirements of PCC members were also considered. At this hybrid meeting, Christmas plans were also discussed. For the first time, St Mary's would now have the streaming capability, and all of the Christmas services would be streamed. This would prove extremely useful for all people who were unable to attend church over the Christmas period, and a valuable resource for the future.

At the close of each PCC meeting the PCC says the Grace Prayer together:

*'May the grace of our Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all, now, and evermore. Amen.'*

## **Review of the Deanery Synod Year 2021**

At the February 2021 meeting, the main item on the agenda was Living in love and faith which are resources Church of England churches across the country can use to study and pray together in relation to matters of identity, sexuality, relationships, and marriage. This church-wide learning together, listening to one another, and listening to God is part of discerning a way forward for the Church of England. The resources are about listening and appreciating differing viewpoints and not about debating which are right.

Woking Deanery ran a course based on the resources which five members of the PCC attended and contributed to the church-wide learning.

At the June 2021 meeting, we received presentations from four Woking churches on an area of ministry which has been fruitful during lockdown.

St Paul's began by presenting on how their church hall became a vaccination centre. They were approached by a local pharmacist who wanted to begin that week. Like many churches, St Paul's were not used to doing things quickly and it was refreshing that they were able to respond. Many of the vaccinators were Muslim with members of St Paul's assisting as stewards. This was a great example of faith communities working together and helped strengthen links. People coming for vaccines were entering the church hall and some went on to attend services.

St Mary of Bethany spoke about their online services. Moving online brought out some hidden talents in technology and music among their members. Being online also allowed the church to reach a wider audience with some attending from outside the Woking area and others with limited mobility also able to attend. Their house groups went online too and they have decided that one house group will continue permanently online.

St Peter's presented on children's work. They began by trying Zoom sessions with families but found that these did not work well. They then came up with two service types, both running once a month. Forest church ran in the churchyard and allowed attendees the chance to move about more and make more noise and even sing. Energise ran in church and accepted that children will want to move about and play games. These two services helped families attend who were concerned that children might not like to remain quiet and still and were therefore hesitant to come to church.

St Andrew's presented on become a Foodwise hub in Woking. Foodwise are a charity providing meals to those in need, operating out of Guildford. Foodwise were finding a need to serve people in Woking and used St Andrew's as a more local hub for preparing and distributing meals from. Volunteers from both the church and the wider community assisted.

The October 2021 meeting was on the climate crisis. There was a video presentation "Climate Grief and Climate Action" by Alison Moulden, Diocesan Environment Officer followed by a discussion in groups. It was a very informative presentation starting with a brief summary of the context, background and the seriousness of what the world is facing, moving on to why we, as Christians, should act, before talking about what we can do as churches and the tools available to help us.

We were also introduced to Celia Young (of St Paul's) who is the Deanery Greenery Eco Network

Co-ordinator. Alison said that it is good to involve young people as they know lots about climate change and want to be part of what churches are doing. She also warned that teenagers are turning away from churches that aren't talking about the Climate Crisis.

We found all three meetings in 2021 helpful and relevant. We have deepened our knowledge and understanding of matters of identity and sexuality. We have listened to other churches and improved our online capabilities. We have engaged with climate change discussions through registering for Eco church and appointing an eco-representative.

### **Safeguarding and Disclosure and Barring Service Checks**

The PCC has had due regard during the year to the House of Bishops' Safeguarding Policy and Practice Guidance and has formally adopted a Statement of Safeguarding Policy which adopts the Church of England Promoting a Safer Church Policy Statement and the House of Bishops' Practice Guidance and the supporting diocesan safeguarding protocols.

A Safeguarding self-audit as such is no longer required. Instead, we are now required to answer the questions in an on-line Parish Dashboard, which was introduced in late 2021 and covers the ground previously covered by the self-audit and several other audit forms as well as introducing some monitoring of adherence to best practice in areas such as recruitment to both paid and volunteer positions.

Safeguarding training has been an issue throughout the pandemic with face-to-face training being suspended. During the year the Diocese has rolled out online courses covering all the areas in which safeguarding training is required. The level of training required continues to depend on the nature of the role for which an individual is to be trained. The Training Pathway was amended at the beginning of 2022 to add a requirement that each member of the PCC take the course on Raising Awareness of Domestic Abuse if they have not already done so for other roles in addition to the Basic/Foundation training which continues to be required.

A Safeguarding Sunday was held on 21 November 2021 to raise awareness of safeguarding issues within the congregation.

Disclosure and Barring Service (DBS) checks and renewals have been carried out as needed throughout the year. The lifting of restrictions has made it possible to resume meetings to check and verify identity documents. Until January 2022 DBS check certificates were accepted as valid for a period of 5 years from the date of issue. With effect from January 2022 the Diocese requires DBS checks to be renewed every 3 years, which brings the period of validity into line with the period after which safeguarding training is required to be refreshed.

Annual Parochial Church Meeting



**Financial Statements  
of Horsell Parochial Church Council  
For the year ending 31<sup>st</sup> December 2021**



## OUTWARD GIVING 2021

<b>Outward Giving 2021</b>				
	<b>From church funds</b>	<b>Special collections</b>	<b>Direct giving</b>	<b>Totals</b>
<b>Locally</b>				
York Road Project	1,250			<b>1,250</b>
Engage Woking Schools	826			<b>826</b>
Horsell Church of England Junior School	3,000			<b>3,000</b>
Young Carers (Pop In Coffee)	200		100	<b>300</b>
<b>Nationally</b>				
Children's Society (Christingle Collection Christmas 2021)	250	316		
Children's Society (Collection boxes)			177	
Children's Society (Card sales)			131	<b>874</b>
The Bible Reading Fellowship	2,000			<b>2,000</b>
<b>Globally</b>				
Bible Society	1,250			<b>1,250</b>
Five Talents - to a project in the Diocese of Butere	1,000			<b>1,000</b>
Christian Aid	750			
Christian Aid (Harvest Collection)		405		
Christian Aid (Christian Aid Week Collection)		1,896		<b>3,051</b>
	<b>10,526</b>	<b>2,617</b>	<b>408</b>	<b>13,551</b>

## Financial Review

### *Income and Expenditure*

Income for the year was significantly up due to two large legacies. A legacy was received for £471,363 with the PCC designating £400,000 towards the St Andrew's Room extension with the balance held for additional future remedial work that is likely to be required on the church building and surrounding churchyard. A second legacy for £10,000 was received which was utilised to upgrade the church's audio visual system to allow streaming. The PCC are extremely grateful for these two generous legacies which will transform our mission in Horsell.

Excluding legacies, income was marginally down at £128,159 (£130,870 in 2020) due to the continuing impact of Covid 19 restrictions. £71,441 was received in planned giving, slightly down on 2020 due to fewer new members joining to replace loyal donors who are no longer with us. Loose cash collections were £6,575 in 2021, similar to 2020 but significantly down on c£20,000 received per year prior to Covid 19 restrictions. The PCC are extremely grateful for the generous voluntary giving which provides the majority of our total income.

Income from hall hire and social events were also significantly impacted by Covid 19 restrictions contributing £2,779 in 2021, up from 2020 but remains over 50% lower than prior to Covid 19 restrictions.

Income from investments and deposit accounts was up at £18,821 (£14,683 in 2020) due to investing the legacies received. In October 2020, following the retirement of Peter our associate minister, the PCC rented out 6 Waldens Park Road and received £17,396 representing 10 month's upfront rent less costs of marketing, minor repairs and property management services. The rental was renewed in 2021 and we received a further £10,154 representing the rental for the remainder of 2021.

We continue to donate 10% of our unrestricted income to key mission partners as we believe it is a joy to give from what God has so generously given to us and share Jesus' love in our world. Due to lower general income, the amount we were able to donate was £618 lower than 2020 and £1,800 lower than 2019.

Expenditure for the year included £5,622 on initial architectural designs for the St Andrew's room extension and £7,021 on the audio visual upgrade, both funded by legacies.

Ordinary expenditure totalled £156,434, in line with 2020 (£156,763 ).

The Parish Share continues to be our most significant outgoing of £90,045 with Insurance at £3,786 and Gas and Electricity combined at £2,791. Costs of running the parish office were higher at £10,113 due to reclassifying parish office utilities to fall under parish office costs instead of appearing under vicarage expenses.

Children and Families Work expenditure totalled £27,822, in line with the prior year. The PCC expresses specific thanks to Marcus our children and families' worker for adapting his ministry to meet an ever changing world during 2021.

Overall, income exceeded expenditure by £440,444 however excluding legacies and related expenditure, a deficit of £28,276 was recorded on ordinary activities, in line with 2020 and reflective of the ongoing impact of Covid 19 restrictions on St Mary's income.

### *Investments*

Investment values increased significantly (up £91,637) for the year to 31 December 2021.

### **Risk Management**

In line with best practice the PCC is aware of the risks to which it is exposed in the following categories:-

- Financial risks
- Reputational risk
- Statutory and legal requirements
- Operational risk

There is a robust structure of various sub-committees reporting to the PCC and independent financial management.

### **Reserves Policy**

It is the long term policy of the PCC for annual income to cover annual budgeted expenditure. The PCC have accrued reserves from investment gains and are utilising these funds to support growth of our church over the short to medium term.

Legacies are excluded from the annual budgeted income.

The PCC's policy on reserves is to have sufficient in order to fund known future expenditure with an appropriate contingency.

The unrestricted reserves at 31 December 2021 were £301,113.

### **Related Charities**

*Parish Institute* - The Trustees of the Parish Institute are the Incumbent of St Mary's and the Bishop of Winchester. The PCC assists the Incumbent in carrying out their role. There were no financial transactions between the Parish Institute and the PCC during 2021.

### **Structure of the Financial Statements**

The PCC accounts consist of the following including comparative figures for the previous year:

- Statement of financial activities showing all resources available and all expenditure incurred and reconciling all changes in funds.
- Balance sheet setting out the assets, liabilities and funds of the PCC
- Notes to the financial statements explaining the accounting policies adopted and explanations of information contained in the accounting statements

The financial statements have been prepared in accordance with statutory requirements, the Statement of Recommended Practice *Accounting and Reporting by Charities 2015 (SORP)* and the Church Accounting Regulations.

### **Responsibilities of the PCC**

Under charity law, the PCC is required to prepare financial statements for this financial year which show a true and fair view of the state of affairs of the charity and of the net movement in funds. In preparing the financial statements, generally accepted practice requires the PCC to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and Statements of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the PCC will continue in business.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the PCC and enable them to ensure that the financial statements have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (SORP 2015), issued in July 2014, UK Accounting Standards and the Charities Act 2011. The PCC has general responsibility for taking such steps as are reasonably available to safeguard its assets and to prevent and detect fraud and other irregularities. The PCC confirms that its assets are available and adequate to fulfil its obligations.

**Adoption of report and financial statements**

Adopted and signed on behalf of the PCC.



Mark McMurtrie  
**Lay Chairman**

**Date 21 March 2022**

### **Report of the Independent Examiner to Horsell Parochial Church Council**

This report is on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2021 which are set out on pages 7 to 17 and is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the Regulations').

### **Respective responsibilities of trustees and examiner**

The Church Trustees are responsible for the preparation of the accounts. The Church Trustees consider that an audit is not required as set out in Section 144(2) of the Act and Regulations and that an independent examination is needed.

It is my responsibility to:

- examine the accounts and ensure that they are kept in accordance with section 145 of the Act
- to report if the accounts do not accord with the accounting records or do not comply with the General Directions given by the Commissioners section 145(5)(b) of the Act (other than in respect of the requirements for a true and fair view) and
- state whether particular matters have come to my attention

### **Basis of independent examiner's report**

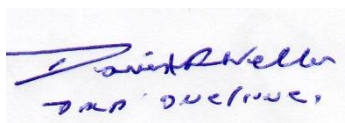
My examination was carried out in accordance with the general directions given by the Charity Commission and as contained in the Church guidance. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the regulations, as also contained in the Church Accounting Regulations 2008 have not been met: or
2. To which in my opinion attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed :



David Weller DMA, ONC/HNC  
6 March 2022

Horsell Parochial Church Council  
Financial Report for the year ended 31<sup>st</sup> December 2021

**Statement of Financial Activities**

**For the period from 01 January 2021 to 31 December 2021**

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Receipts</b>					
Planned giving	71,041	150	250	71,441	72,532
Collections and other giving	6,575	—	—	6,575	6,426
Other voluntary receipts	71,363	410,000	—	481,363	765
Gift Aid recovered	12,951	—	1,708	14,659	12,604
Activities for generating funds	479	—	—	479	922
Investment Income	17,423	10,154	1,398	28,977	32,080
Receipts from church activities	6,025	—	—	6,025	5,539
<b>Total income</b>	<b>185,860</b>	<b>420,304</b>	<b>3,357</b>	<b>609,522</b>	<b>130,870</b>
<b>Payments</b>					
Cost of generating funds	415	49	—	465	1,916
Missionary and Charitable Giving	10,526	—	—	10,526	11,144
Parish Share	90,045	—	—	90,045	85,368
Clergy and Staffing costs	2,198	464	27,822	30,485	32,645
Church Running Expenses	20,610	1,008	—	21,619	21,526
Church Repairs & Maintenance	3,292	7,021	—	10,313	3,202
New Building work	—	5,622	—	5,622	960
<b>Total expenditure</b>	<b>127,089</b>	<b>14,166</b>	<b>27,822</b>	<b>169,077</b>	<b>156,763</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>58,771</b>	<b>406,138</b>	<b>(24,464)</b>	<b>440,444</b>	<b>(25,893)</b>
<b>Transfers</b>					
Gross transfers between funds - in	1,398	—	25,953	27,352	30,227
Gross transfers between funds - out	(25,953)	—	(1,398)	(27,352)	(30,227)
<b>Other recognised gains / losses</b>					
Gains / losses on investment assets	70,186	—	21,451	91,637	8,188
<b>Net movement in funds</b>	<b>104,403</b>	<b>406,138</b>	<b>21,541</b>	<b>532,082</b>	<b>(17,705)</b>
<b>Total funds brought forward</b>	<b>196,709</b>	<b>804,968</b>	<b>227,959</b>	<b>1,229,637</b>	<b>1,247,342</b>
<b>Total funds carried forward</b>	<b>301,113</b>	<b>1,211,106</b>	<b>249,500</b>	<b>1,761,720</b>	<b>1,229,637</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	301,113	—	—	301,113	196,709
<b>Designated</b>					
Buildings, Fixtures and Fittings	—	700,786	—	700,786	701,573
Church Growth Fund	—	39,747	—	39,747	27,128
Organ fund	—	2,153	—	2,153	2,225
St Andrew's Room extension	—	468,418	—	468,418	74,040
<b>Restricted</b>					
Family Worker	—	—	1,292	1,292	1,202
Restricted Endowment Fund	—	—	248,208	248,208	226,757

Horsell Parochial Church Council  
Financial Report for the year ended 31<sup>st</sup> December 2021

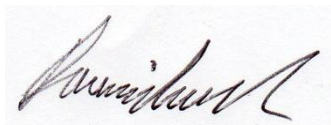
**Balance Sheet as at 31<sup>st</sup> December 2021**

	<b>Total funds</b>	<b>Prior year funds</b>
<b>Fixed assets</b>		
Tangible assets	700,786	701,573
Investments	733,312	471,674
	<b>1,434,099</b>	<b>1,173,248</b>
<b>Current assets</b>		
Debtors	14,659	12,867
Cash at bank and in hand	313,897	44,009
	<b>328,557</b>	<b>56,877</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	936	488
	<b>936</b>	<b>488</b>
<b>Net current assets less current liabilities</b>	<b>327,620</b>	<b>56,389</b>
<b>Total assets less current liabilities</b>	<b>1,761,720</b>	<b>1,229,637</b>
<b>Total net assets less liabilities</b>	<b>1,761,720</b>	<b>1,229,637</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	301,113	196,709
<b>Designated</b>		
Buildings, Fixtures and Fittings	700,786	701,573
Church Growth Fund	39,747	27,128
Organ fund	2,153	2,225
St Andrew's Room extension	468,418	74,040
<b>Restricted</b>		
Family Worker	1,292	1,202
Restricted Endowment Fund	248,208	226,757
<b>Funds of the church</b>	<b>1,761,720</b>	<b>1,229,637</b>

Approved by the Parochial Church Council on 21 March 2022 and signed on its behalf by:



Mark McMurtrie (Lay Chairman)



David Leach (Treasurer)

Horsell Parochial Church Council  
Financial Report for the year ended 31<sup>st</sup> December 2021

**Notes to the Financial Statements for the year ended 31<sup>st</sup> December 2021**

	Unrestricted	Designated	Restricted	Total This year	Last year
<b>INCOME</b>					
<b>Planned giving</b>					
0101 - Planned Giving - Bank	59,512	—	—	59,512	59,304
0110 - Planned Giving - Envelopes	9,517	—	—	9,517	9,276
0201 - Planned Giving - Other	—	—	—	—	—
0551 - Donations - General	2,011	150	—	2,161	3,352
0553 - Donations - Childrens Worker	—	—	250	250	600
Total	71,041	150	250	71,441	72,532
<b>Collections and other giving</b>					
0301 - Cash Collections - Gift Aid	3,310	—	—	3,310	2,360
0310 - Cash Collections	3,238	—	—	3,238	4,065
0401 - Cash Collections - Charitable	—	—	—	—	—
0501 - Miscellaneous Income	27	—	—	27	—
Total	6,575	—	—	6,575	6,426
<b>Other voluntary receipts</b>					
0701 - Legacies	70,180	410,000	—	480,180	—
0801 - Other Organisations	1,183	—	—	1,183	765
Total	71,363	410,000	—	481,363	765
<b>Gift Aid recovered</b>					
0601 - Tax recoverable on Gift Aid	12,951	—	1,708	14,659	12,604
Total	12,951	—	1,708	14,659	12,604
<b>Activities for generating funds</b>					
0901 - Other funds generated	93	—	—	93	912
1410 - Bellringers & Flowers	386	—	—	386	9
Total	479	—	—	479	922
<b>Investment Income</b>					
1001 - Dividends	17,357	—	1,398	18,755	14,496
1020 - Bank Interest	66	—	—	66	188
1040 - Rent from lands or buildings	—	10,154	—	10,154	17,396
Total	17,423	10,154	1,398	28,977	32,080
<b>Receipts from church activities</b>					
1101 - Church Fees	2,324	—	—	2,324	1,433
1110 - Churchyard Fees	2,105	—	—	2,105	3,836
1241 - General Fund raising - social events	1,596	—	—	1,596	270
Total	6,025	—	—	6,025	5,539
<b>INCOME TOTAL</b>	<b>185,860</b>	<b>420,304</b>	<b>3,357</b>	<b>609,522</b>	<b>130,870</b>

**EXPENDITURE**

**Cost of generating funds**

1740 - Investment management costs	291	—	—	291	189
1750 - Church Growth	—	49	—	49	1,292
2511 - General Fund raising - social events	124	—	—	124	433
Total	415	49	—	465	1,916



**Horsell Parochial Church Council**  
**Financial Report for the year ended 31<sup>st</sup> December 2021**

**Missionary and Charitable Giving**

1801 - Giving - Missionary Societies	1,250	—	—	1,250	1,250
1830 - Giving - Relief and Development Agencies	1,750	—	—	1,750	2,250
1850 - Giving - Home Mission	6,276	—	—	6,276	6,144
1870 - Giving - Secular Charities	1,250	—	—	1,250	1,500
<b>Total</b>	<b>10,526</b>	<b>—</b>	<b>—</b>	<b>10,526</b>	<b>11,144</b>

**Parish Share**

1901 - Diocesan Quota	90,045	—	—	90,045	85,368
<b>Total</b>	<b>90,045</b>	<b>—</b>	<b>—</b>	<b>90,045</b>	<b>85,368</b>

**Clergy and Staffing costs**

2001/5 - Vicar Working Expenses	1,292	—	—	1,292	366
2010 - Vicarage Expenses - Water Rates	237	—	—	237	120
2011 - Vicarage Expenses - Repairs & Maintenance	668	—	—	668	830
2030 - Curate House Expenses - Water Rates	—	—	—	—	354
2031 - Curate House Expenses - Repairs & Maintenance	—	—	—	—	564
2032 - Curate House Expenses - Insurance	—	464	—	464	446
2033 - Curate House Expenses - Council Tax	—	—	—	—	2,353
2040/4 - Children's Worker	—	—	27,822	27,822	27,609
<b>Total</b>	<b>2,198</b>	<b>464</b>	<b>27,822</b>	<b>30,485</b>	<b>32,645</b>

**Church Running Expenses**

2101 - Church Running Expenses - Gas	1,357	—	—	1,357	2,395
2102 - Church Running Expenses - Electric	1,434	—	—	1,434	1,289
2103 - Church Running Expenses - Insurance	3,786	—	—	3,786	3,755
2104 - Church Running Expenses - Minor Equip	124	—	—	124	179
2201 - Upkeep of Services - Bread/Wine/Candles	339	—	—	339	668
2202 - Upkeep of Services - Service Resources	235	—	—	235	789
2203 - Confirmations & Baptisms	55	—	—	55	50
2204 - Flower Arrangers	349	—	—	349	136
2205 - Bell Ringers	279	—	—	279	150
2210 - Music & Subscriptions	124	—	—	124	107
2212 - Organ & Piano	105	222	—	327	210
2300 - Churchyard - Gardening	64	—	—	64	—
2301 - Churchyard - Water Rates	78	—	—	78	72
2302 - Churchyard - Waste	542	—	—	542	195
2303 - Churchyard - Supplies/Repairs/Maintenance	584	—	—	584	820
2401 - Parish Magazine - Printing	—	—	—	—	750
2501 - Training	150	—	—	150	124
2502 - JAM	436	—	—	436	—
2504 - Toddler/After School Services	76	—	—	76	100
2510 - Awayday etc expenses	—	—	—	—	360
2601/8 - Parish Office	8,205	—	—	10,113	8,205
2615 - Other Organisations Admin	370	—	—	370	275
2620 - Photocopier Depreciation	—	786	—	786	786
<b>Total</b>	<b>20,610</b>	<b>1,008</b>	<b>—</b>	<b>21,619</b>	<b>21,526</b>

**Horsell Parochial Church Council**  
**Financial Report for the year ended 31<sup>st</sup> December 2021**

<b>Church Repairs &amp; Maintenance</b>					
2105 - Church Repairs & Maintenance	3,292	—	—	3,292	986
2110 - Other Organisations - Repairs/Equip	—	7,021	—	7,021	—
2720 - Quinquennial - Architects Fees	—	—	—	—	1,189
2721 - Quinquennial - Electrics	—	—	—	—	1,026
Total	3,292	7,021	—	10,313	3,202

<b>New Building work</b>					
2703 - St Andrew's room extension	—	5,622	—	5,622	960
Total	—	5,622	—	5,622	960

<b>EXPENDITURE TOTAL</b>	<b>127,089</b>	<b>14,166</b>	<b>27,822</b>	<b>169,077</b>	<b>156,763</b>
<b>GRAND TOTAL</b>	<b>58,771</b>	<b>406,138</b>	<b>(24,464)</b>	<b>440,444</b>	<b>(25,893)</b>

### Accounting Policies

The following accounting policies have been applied to items which are considered material to the PCC's financial statements.

**a) Basis of Preparation** The financial statements have been prepared in accordance with the Church Accounting Regulations, applicable accounting standards, and the Statement of Recommended Practice *Accounting by Charities*. The financial statements have also been prepared under the historical cost accounting rules, modified to include the revaluation of property for the use of the PCC and listed investments, at market value.

**b) Funds** Unrestricted general funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. Unrestricted designated funds are funds that the PCC has set aside for a particular purpose. Restricted funds are funds that have been given for a particular purpose and cannot be used for any other purpose. Endowment Funds are funds where a capital sum has been given which the PCC must invest and use the income for a particular purpose.

**c) Transactions included** The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include financial information relating to groups within the Church that are affiliated to another body.

**d) Incoming Resources**

**i) 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 when the income is recognised.

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

Funds raised by social events are accounted for gross.

Income from investments

Dividends and interest are accounted for when receivable and gross where tax is recoverable.

**e) Resources Expended**

**i) Grants and donations** are accounted for when agreed to be paid.

**ii) Activities relating to the work of the Church** Other costs, including diocesan quota are accounted for when due.

**f) Revaluation of investments**

Gains or losses on revaluation of investments and property at the 31<sup>st</sup> December are included in the Statement of Financial Activities as unrealised.

**g) Fixed Assets**

**i) Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

ii) 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. Expenditure on the maintenance of consecrated or benefice buildings and moveable church furnishings is shown in the SOFA as expenditure during the year.

**iii) Other land and buildings**

Property for the use of the PCC for its own purposes is normally valued at cost less depreciation, and this is the basis of the valuation of the Parish Office which was fully depreciated in 2007. The Clergy house at 6 Waldens Park Road was valued by Waterfall, Barclay and Durrant in April 2014 for £700,000. It will be revalued when the PCC deem appropriate. No depreciation is charged against this property, as the PCC agreed at their meeting on 18th November 1997, that it would be more appropriate to show this property at valuation. Expenditure on maintenance or improvements of the clergy house is written off as incurred.

**iv) Reordering building work, other fixtures, fittings and office equipment**

Equipment used within the church premises is depreciated on a straight line basis over 5 years. Individual items of equipment with a purchase price of £3,000 or less are written off in the period in which the asset is acquired. Reordering building works are not depreciated but charged to expense accounts as incurred.

**v) Listed investments**

Listed investments are valued annually by the Central Board of Finance of the Church of England (CBF) on 31<sup>st</sup> December.

**h) Current Assets**

Debtors are comprised of amounts owing to the PCC at 31<sup>st</sup> December. Deposits relate to sums held on deposit with the CBF.

**i) Current Liabilities**

Creditors relate to sums owed by the PCC at 31<sup>st</sup> December. These include payments in respect of suppliers of goods and services to the 31<sup>st</sup> December for which accounts had not been received at that date and certain claims for reimbursement of costs up to the year end.

**Staff Numbers and Costs**

The PCC employed a Children & Families worker in October 2015. The cost is including within children's work under the Financial Statement Notes.

The PCC employed a part-time Associate Minister in October 2016 on a house-for-duty basis until retirement in September 2020.

Clergy are employed by the diocese. The PCC paid quota payments of £90,045 (2020 £85,368) to cover all diocesan costs on a formula basis. Others providing services to the PCC on a part-time, self-employed basis are a Parish Administrator.

**Horsell Parochial Church Council**  
**Financial Report for the year ended 31<sup>st</sup> December 2021**

Considerable voluntary assistance was given to the PCC during the year, in particular by readers, organists & musicians, financial, accountancy and independent examination, PCC sub-committee administration, church and churchyard maintenance for which the PCC is extremely grateful. It is not possible to financially quantify the value of this work. Expenses were reimbursed to the vicar, associate minister and Children's & Families worker for the usual ministry working expenses. Other PCC members were reimbursed for expenses that would otherwise have been incurred direct by the PCC. No employee received employee benefits over £60,000.

**Independent Examiner's remuneration and fees for financial services**

As mentioned in 4 above, the PCC is not charged independent examiner's fees or fees for any financial or accountancy services.

**Fixed Assets for the use of the PCC**

	<b>Property</b>	<b>Building</b>	<b>Fixtures Fittings &amp; Equipment</b>	<b>Total</b>
<b>Cost or Valuation</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance at 1 January 2021	700,000	0	57,628	757,628
Revaluation	0	0	0	0
Disposal	0	0	0	0
Acquisition	0	0	0	0
Balance at 31 December 2021	700,000	0	57,628	757,628
<b>Accumulated depreciation</b>				
Balance at 1 January 2021	0	0	56,055	56,055
Disposal	0	0	0	0
Charge for year	0	0	787	787
<b>Balance at 31 December 2021</b>	<b>0</b>	<b>0</b>	<b>56,842</b>	<b>56,842</b>
<b>Net Book Value at 31 December 2021</b>	<b>700,000</b>	<b>0</b>	<b>786</b>	<b>700,786</b>
<i>Net Book Value at 31 December 2020</i>	<i>700,000</i>	<i>0</i>	<i>1,573</i>	<i>701,573</i>

Property relates to the Clergy house at 6 Waldens Park Road, which was re-valued in 2014 with a market value of £700,000 and will be re-valued again when the PCC deem appropriate. St Andrew's Room was fully depreciated in 1987 the year it was constructed. Buildings includes the Parish Office, constructed in 1997 and fully depreciated in 2007. Fixtures Fittings and Equipment relates to the new photocopier purchased in 2018 and the audio/visual equipment.

## Other Fixed Asset Investments

Investments consist of the following:

		Unrestricted	Restricted	Total	
		Funds	Funds	2021	2020
		£	£	£	£
Market value 1st Jan 2021		244,917	226,757	471,674	463,486
Acquisitions at cost		170,000	0	170,000	0
Disposals at cost		0	0	0	0
Net unrealised (loss)/gain		70,187	21,451	91,638	8,188
Market Value 31st Dec 2021		485,104	248,208	733,312	471,674

## Debtors Due Within 1 Year

	2021 £	2020 £
HMRC	14,659	12,867
<b>Total</b>	<b>14,659</b>	<b>12,867</b>

## Creditors Due Within 1 Year

	2021 £	2020 £
Sundry Creditors (Fees and Stipend)	520	81
PAYE & NI	416	407
<b>Total</b>	<b>936</b>	<b>488</b>

## Analysis of Net Assets By Fund

	Unrestricted	Designated	Restricted	Total	
	Funds	Funds	Funds	2021	2020
	£	£	£	£	£
<b>Fixed Assets:</b>					
Property/equipment		700,786	-	700,786	701,573
Investments	16,687	468,418	248,208	733,312	471,674
<b>Total Fixed Assets</b>	<b>16,687</b>	<b>1,169,204</b>	<b>248,208</b>	<b>1,434,099</b>	<b>1,173,248</b>
Current Assets	284,948	41,901	1,708	328,557	56,877
Current Liabilities	-520	-	-416	-936	-488
<b>Total Net Assets</b>	<b>301,115</b>	<b>1,211,105</b>	<b>249,500</b>	<b>1,761,720</b>	<b>1,229,637</b>

Horsell Parochial Church Council  
Financial Report for the year ended 31<sup>st</sup> December 2021

**Analysis of Movement of Funds for the year to 31st December 2021**

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Buildings - Buildings, Fixtures</b>						
Designated	701,573	—	786	—	—	700,786
<b>Sub-total for Buildings</b>	<b>701,573</b>	<b>—</b>	<b>786</b>	<b>—</b>	<b>—</b>	<b>700,786</b>
<b>Ch-Growth - Church Growth Fund</b>						
Designated	27,128	20,154	7,535	—	—	39,747
<b>Sub-total for Ch-Growth</b>	<b>27,128</b>	<b>20,154</b>	<b>7,535</b>	<b>—</b>	<b>—</b>	<b>39,747</b>
<b>Fam-Wkr - Family Worker</b>						
Restricted	1,202	1,958	27,822	25,953	—	1,292
<b>Sub-total for Fam-Wkr</b>	<b>1,202</b>	<b>1,958</b>	<b>27,822</b>	<b>25,953</b>	<b>—</b>	<b>1,292</b>
<b>Organ - Organ fund</b>						
Designated	2,225	150	222	—	—	2,153
<b>Sub-total for Organ</b>	<b>2,225</b>	<b>150</b>	<b>222</b>	<b>—</b>	<b>—</b>	<b>2,153</b>
<b>Res-Endow - Restricted Endowment</b>						
Restricted	226,757	1,398	—	(1,398)	21,451	248,208
<b>Sub-total for Res-Endow</b>	<b>226,757</b>	<b>1,398</b>	<b>—</b>	<b>(1,398)</b>	<b>21,451</b>	<b>248,208</b>
<b>SAR - St Andrew's Room ext</b>						
Designated	74,040	400,000	5,622	—	—	468,418
<b>Sub-total for SAR</b>	<b>74,040</b>	<b>400,000</b>	<b>5,622</b>	<b>—</b>	<b>—</b>	<b>468,418</b>
<b>General - General fund</b>						
Unrestricted	196,709	185,860	127,089	(24,554)	70,186	301,113
<b>Sub-total for General</b>	<b>196,709</b>	<b>185,860</b>	<b>127,089</b>	<b>(24,554)</b>	<b>70,186</b>	<b>301,113</b>
<b>Grand total</b>	<b>1,229,637</b>	<b>609,522</b>	<b>169,077</b>	<b>—</b>	<b>91,637</b>	<b>1,761,720</b>

## **Notes to the funds**

### Unrestricted general funds

This is the main reserve of the PCC. The general surplus or deficit from the Statement of Financial Activities is transferred to this fund at the end of each year. Part of the general fund is invested in CBF investment accounts and a further part in a deposit account.

### Designated Funds

A Designated fund for Church Growth was created in 2014 to receive monies from the net rental of 6 Waldens Park Road. This fund is used to promote Church Growth in the coming years.

A designated fund for the organ was created in 2018 to receive donations from organ concerts and is used to cover maintenance costs of the organ.

£75,000 was set aside in 2018 as seed money for a potential extension to St Andrew's Room. A further £400,000 was added to the fund in 2021 from Daphne McConnell's legacy. £6,582 has been spent to date for initial architectural plans and costings.

### Endowment Funds

In accordance with the directions given by Guildford Diocesan Board of Finance all Endowment funds have been re-designated as Restricted funds. In order to accommodate this, a new Restricted Fund called Restricted-Endowment was created and all Endowment monies transferred to this fund.

### Restricted funds

A new Restricted fund, Family Worker, was created in 2014 to receive donations for funding the Children and Families Worker.

### Capital funds

*Churchyard bequests* - These are bequests to the PCC of sums of money, with a particular request that the interest be used towards the maintenance of the Churchyard. The churchyard is expected to become full and be closed to new burials in the near future, at which point maintenance will transfer to Woking Borough Council. With future maintenance costs likely to be lower, six small bequests were wound up in 2017 with the capital used for minor repairs.

*St Andrew's Recoupment Fund* – In 2008 a new order was made by the Charity Commission creating a permanent endowment the income from which is allocated to the general funds of the PCC. This fund is now known as St Andrew's Recoupment Fund.

In 1965 a fund known as “the St Andrew’s Mission Church Fund” was created from the sale of donated land. After further research, this fund has been reclassified as restricted capital fund.

*Current assets for charity use* - These funds represent the value to the PCC of functional assets held by the PCC. These consist of a new photocopier purchased in 2018.