

# **CHRIST CHURCH**

# **VIRGINIA WATER**



## **REPORT AND ACCOUNTS**

## **FOR THE YEAR TO 31 DECEMBER 2021**

Christ Church Virginia Water  
Christchurch Road  
Virginia Water  
Surrey  
GU25 4PT

The Parochial Church Council of the Ecclesiastical Parish of Christ Church Virginia Water  
(Christ Church Virginia Water) is a registered charity, number 1128275

# **CHRIST CHURCH VIRGINIA WATER**

## **REPORT AND ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2021**

### **PRINCIPAL OFFICE**

Christ Church  
Christchurch Rd  
Virginia Water  
Surrey  
GU25 4PT

VICAR: Rev. Dr. Simon Vibert

CURATE: Rev. Vincent Murphy

CHURCH WARDENS: Mrs. Alison Barnes, Mr. George Gilbert

PCC MEMBERS at 31 Dec 2021: Mr. Roger Blain, Rev. Jeremy Brown, Dr. Margaret Perkins, Mrs. Elizabeth Retenais, Mr. Colin Rye, Mr. Akeel Sachak, Mrs. Ali Scott, Mrs. Pamela Unwin, Mr. Rod Whitehead.

### **TREASURY TEAM**

Rod Whitehead (Treasurer)  
Leza Sack (Finance Administrator)

### **BANKERS**

Barclays Bank plc  
17 – 19 High Street  
Ascot  
Surrey  
SL5 7JG

### **INDEPENDENT EXAMINER**

Janice Matthews, FCA  
Chartered Accountant  
Menzies LLP  
Centrum House  
36 Station Road  
Egham  
Surrey  
TW20 9LF

# CHRIST CHURCH VIRGINIA WATER

## REPORT AND ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2021

### CONTENTS

	<b>PAGE</b>
Structure, Governance and Management	4
Membership of the PCC	4
Trustees Annual Report for 2021	5
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Statement of Cash Flows	13

### *Notes to the Financial Statements*

1. Parochial Church Council	14
2. Accounting Policies	14
3. Income	16
4. Expenditure	17
5. Fixed Assets for use by the PCC	18
6. Debtors	19
7. Creditors (Liabilities)	19
8. Analysis of Net Assets by Fund Type	19
9. Funds	20
10. Staff Costs	22
11. Commitments under Operating Leases	22
12. Transactions involving Related Parties	23
13. Outward Giving (Grants)	24

## CHRIST CHURCH VIRGINIA WATER

### Structure, Governance and Management

The Parochial Church Council of the Ecclesiastical Parish of Christ Church Virginia Water ("Christ Church Virginia Water") is a registered charity, number 1128275 entered on the Register of Charities 26 February 2009.

As a church within the Church of England (CofE), Christ Church Virginia Water (CCVW) is constituted within the Parochial Church Councils (Powers) Measure 1956. Members of the Parochial Church Council (PCC) are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules and, by dint of membership, become the charity's Trustees. All Church attendees are encouraged to register on the Electoral Roll and to consider standing for election to the PCC. Prospective new PCC members / trustees are advised of PCC membership and Trusteeship duties and responsibilities by means of receipt and discussion of the CofE PCC Standing Orders and the Trusteeship booklet produced jointly by the Archbishop's Council and the Charity Commission. PCC members are required to complete an HMRC Fit and Proper Persons Declaration, and a Charity Commission Declaration of Eligibility for Newly-Appointed Trustees.

The PCC meets every second month. The PCC is responsible for policy approvals and decisions, approval of significant non-routine expenditure, identification, assessment and mitigation of risks, and other significant decision-making, including the review of any proposals submitted by church sub-committees. The Standing Committee, a sub-set of the PCC membership, meets if necessary, between PCC meetings to take urgent decisions on the PCC's behalf.

The Incumbent (Vicar) serves as Chair to the PCC and as senior manager to the Church Staff Team, which comprises other clergy and seven PCC-employed staff. Due to possible conflicts of interest, the latter are not permitted to stand for election to the PCC.

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

*Incumbent / Vicar (Chair):* Rev Dr Simon Vibert \*

*Curate:* Rev Vincent Murphy \*

*Children & Families Pastor:* Rev Jeremy Brown \*

*Self-Supporting Pastor:* Rev. Steve Beak

*Churchwardens:* Mr. George Gilbert \*  
Mrs. Alison Barnes\*

*PCC Secretary:* Mrs. Anne Martin \*\*  
*Safeguarding Officer:* Mrs. Pamela Unwin

*Representatives on the Deanery Synod:* Dr. Margaret Perkins  
Mrs. Annette Ross \*  
Mrs. Pamela Unwin  
Mrs. Lynn Eastlund (*from APCM*)

*Elected Members:* Mrs. Pamela Unwin\* (*from APCM*)  
Mrs. Elizabeth Retenais (*from APCM*)  
Mr. Colin Rye  
Mr. Roger Blain  
Dr. Margaret Perkins  
Mr. Akeel Sachak  
Mr. Ken Edwards (*until APCM*)  
Mrs. Ali Scott  
Mr. Rod Whitehead \*

\* *also a Standing Committee member*

\*\* *The PCC Secretary is not a member of the PCC*

# CHRIST CHURCH VIRGINIA WATER

## Structure, Governance and Management (Continued)

In the pursuit of its Christian charitable objectives Christ Church Virginia Water co-operates on an ongoing basis with 11 Mission Partners offering both practical involvement and regular financial support in the form of grants (Note 13, page 24). All are UK-registered charities.

The daily management of the Church and its events is delegated by the PCC to an administrative team consisting of two part-time staff and the full-time Operations Manager, Mrs. Annette Ross. This team is supported by a number of church members who volunteer their time to assist with clerical and administrative tasks, and many more who help with services, refreshments, catering and running events, without whom the church could not offer the number and variety of functions that it does.

## Trustees Annual Report for 2021

### *Introduction and Background*

Christ Church PCC is responsible for co-operating with the incumbent, Rev Dr Simon Vibert, in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical. It also has oversight of the financial affairs of Christ Church Virginia Water and responsibility for the maintenance of the buildings.

The Mission of Christ Church remains ***“to know Jesus and make Jesus known”***. This mission underpins the Church’s new Vision, “In the Community; For the Community; To The Glory of God”, which was developed in 2019. The number of people on the Church’s Electoral Roll during the year was 177 (186 in 2020) and the average weekly attendance at Sunday services was 194 (194 in 2020). The 2021 attendance figures include attendance in person and online.

### *Review of the Year*

When reviewing our aims and objectives and in planning our future activities, we have referred to the guidelines in the Charity Commission’s general guidance on public benefit. In particular, the trustees, on an on-going basis, consider how planned activities will contribute to the aims and objectives they have set.

Christ Church has a public duty and charge to the ‘care of souls’ for the Parish of Virginia Water. The overall ministry and work of the PCC, the Clergy and the Staff Team embraces this charge. All of the Church’s services and activities are accessible and open to the general public living within and beyond the Parish boundaries. As an Anglican church we serve parishioners through the arrangement of baptisms, funerals, and weddings including wedding preparation. Additionally, at Christmas, Easter and Harvest we run specific services and events for the wider community and on Remembrance Sunday we meet our civic responsibilities to the Parish.

Other activities that demonstrate our commitment and service to the community include the regular use of Church premises by secular groups including “The WonderYears” (a Senior Citizens’ rock band), a jazz group, Parents & Toddlers. We run regular Good News Café’ lunches at the church open to anyone in the local community. We have also arranged a number of events within the community during the year.

In following Jesus it is possible to live within a Church family that both builds up and strengthens its own members and can also be a blessing to the wider community in which we live. One of our foremost objectives is to be a Church which is relevant for ‘seekers’ as well as believers, in addition to being relevant to the wider community.

## CHRIST CHURCH VIRGINIA WATER

### Trustees' Annual Report for the Year Ended 31 December 2021 (Continued)

#### 1. Objectives for the year to advance the Mission of the Church

The Mission of Christ Church remains *"to know Jesus and make Jesus known"*. This mission underpins the Church's Vision "In the Community; For the Community; To The Glory of God". The key elements of this Vision are:

- Reaching & Growing – we want to be a growing church, reaching people both in and beyond the Parish
- Maturing & Equipping – being a healthy church that helps Church members grow in their faith and be the body of Christ, with a strong sense of community created by home groups and proactive pastoral care
- Influencing & Caring – we want to be a beacon of light in the community and a place that offers people friendship, hope in Christ, and a sense of belonging to a church family.
- Spreading & Promoting – we want to be a connected church, which spreads & promotes the Good News in the community and beyond through contemporary, media friendly, communication.
- Serving & Sharing – we will seek to be a resourcing church whose members share their skills & talents through serving in the church, in the local community, and in the wider world.

Our Vision is consistent with the Diocesan strategic initiative "Transforming Church, Transforming Lives"

#### 2. Activities to achieve the objectives

Due to the coronavirus pandemic most of the church's plans for 2021 were altered, as was the case in 2020. These changes have been more dramatic than they have for many decades.

From March 2020 until September 2021 church activities that involve close personal inter-action, namely the Sunday clubs for children, the toddler groups on Wednesdays and the Good News Café for seniors and others in the community on Thursdays, all had to stop. Church services moved immediately online without interruption from January 2021 until 21 March 2021, when in person services were gradually reintroduced. From June 2020 until the end of 2021, we operated a hybrid model with people able to attend a live service with strict social distancing, and this service being available online to anyone wishing to stay at home.

The online technology adopted was live streaming via YouTube supported with Zoom meetings for discussion and fellowship. All YouTube broadcasts are available for live and delayed viewing via Christ Church's YouTube channel.

**Development of our Vision:** Some of our plans to put our vision into action have had to be delayed or curtailed. Below are some of the highlights of what we have done to further the vision.

**Reaching & Growing:** Simply maintaining contact with the church family in such unprecedented times has been a major challenge. In addition to the hybrid services and discussion groups, we made efforts to ensure that members of the church who could not gain access online were offered DVDs or written materials. Ironically, the online services allow people living some way from the church to connect with us.

**Maturing & Equipping:** A particular emphasis has been placed on encouraging people to join home groups, which continued to explore the Bible via Zoom meetings. Since September 2021 most home groups have started meeting in person again. A similar pattern has been the case for Discipleship courses, youth, and student groups. Children were catered for via a separate Children's YouTube teaching video every Sunday for some months, then from September 2021 the Sunday clubs for children re-commenced.

**Influencing & Caring:** Throughout the pandemic we have tried to ensure that church members living on their own and elder church members have not been isolated or unable to access healthcare & food. Clergy & volunteers phoned them, and many errands have been run. We also connected with the Virginia Water Community Support Group and the local Foodbank, with church members and staff volunteering for both.

## **CHRIST CHURCH VIRGINIA WATER**

### **Trustees' Annual Report for the Year Ended 31 December 2021 (Continued)**

#### **2. Activities to achieve the objectives (continued)**

Many of these initiatives continued throughout the year, and not just in lockdown periods.

**Spreading & Promoting:** All the You Tube and Zoom activity has meant that we have far exceeded our original plans for media friendly communication. During the year, with the help of external consultants, we developed a brand-new website with better functionality which was launched at the end of 2021.

**Serving & Sharing:** There has been an increase in volunteering in the community and in simple acts of neighbourly love as the church family responded to local needs. However, volunteering at church has reduced because some church members have been shielding from the virus. During the year three young former members of church took important steps to full time service, two starting theological studies to join the clergy, and one taking up his first role as a curate.

#### **3. Financial Report**

We started the year budgeting for a deficit of £58,000 on the General Reserve fund, partly due to lower projected giving and partly due to an increase in Property Repairs from £15,300 in 2020 to a budgeted £32,000 in 2021 as we needed to repair the church tower and spire. In the end the total cost of repairs to the tower and spire were £34,184, and the total spend on repairs & maintenance from unrestricted funds was £43,127. In addition, we used up most of the remaining balance on the restricted Capital Projects Reserve to cover the £13,363 cost of extensive repairs to the nave ceiling.

Despite these very high property costs, the deficit on the General Reserve ended up at only £14,166, and this was reduced to £4,166 by a £10,000 transfer from our One-Off Gift Reserve. This better-than-expected outcome was thanks to expenditure being lower than budget in the second half of the year, and income being higher due mainly to some unpledged one-off gifts towards the end of 2021. The lower expenditure was mainly because we had budgeted for a full resumption of activities in the second half of 2021, whereas they remained restricted due to coronavirus considerations.

We started the year with an unrestricted One-Off Gift Reserve of £50,000, which we established in 2019 when we had an unusually large number of one-off gifts. The PCC decided to spread the use of these funds over several years. We have now used £10,000, and we anticipate using about £20,000 in 2022.

During the year we received a gift of £20,000, of which £13,133 was used to cover the cost of a new website and re-branding initiative, and £6,867 was used to help cover the costs of the repairs to the tower and spire. We also received a gift of £10,000 where the donor expressed a preference for the money to be spent on Music Ministry.

Set out below are the changes we have seen on each of our reserves. For 2021 we have seen a £19,088 reduction in our reserves, compared to a £16,849 increase in our reserves in 2020. Total Reserves amounted to £541,333 at 31 December 2021 (2020 – £560,421). Of these, £279,834 (2020 – £284,408) is invested in fixed assets leaving £261,499 (2020 – £276,013) in current assets.

# CHRIST CHURCH VIRGINIA WATER

## Trustees' Annual Report for the Year Ended 31 December 2021 (Continued)

### 3. Financial Report (continued)

#### Change in Reserve Funds

	2021	2020
	£	£
Change in General Fund	-4,166	19,734
Decrease in One-Off Gift Reserve	-10,000	0
Change in Legacy Fund	0	-15,913
Change in Property Repair Fund	-2,815	1,158
Change in Outward Giving Fund	-620	-3,964
Change in Fixed Asset Reserve	-4,574	33,341
Increase in Asset Replacement Reserve	4,690	0
Total Change in Unrestricted Funds	-17,485	34,356
Restricted – Capital Projects Fund	-11,603	-17,507
Restricted – Music Ministry Fund	10,000	0
Total Change in Reserves	-19,088	16,849

When we look at our £261,393 reserves represented by current assets, note that £2,722 is in the Restricted Capital Projects Fund, £10,000 is in the Restricted Music Ministry Fund and £79,830 is unrestricted but designated for specific purposes as follows:

Outward Giving	£2,070
Property Repairs	£556
Asset Replacement	£4,690
Church Extension	£72,514

This leaves 'free' reserves (not tied up in fixed assets or already committed) of £168,840 (2020 – £181,320).

#### Reserves Policy

The PCC is of the opinion that, with well-managed expenditure and a continuing emphasis on congregational stewardship, the appropriate target for free reserves to provide sufficient working capital for the church would be of the order of £60,000 to £130,000 to allow for fluctuations in giving levels. The level of reserves we hold is above this range, which should ensure that the church remains financially stable. We anticipate a significant deficit in 2022, which is likely to bring reserves back towards the top of the targeted range.

#### Remuneration of Key Management Personnel

The pay and remuneration of the Key Management Personnel, namely the vicar and curate, are set by the Diocese.




## CHRIST CHURCH VIRGINIA WATER

### Trustees' Annual Report for the Year Ended 31 December 2021 (Continued)

#### Risk Assessment

Risk assessments are carried out for all activities where the PCC has responsibility. The principal policy document (Health & Safety), which sets out the main risks to which the Church is exposed, was updated and approved by the PCC in March 2020. It relates to fire, lightning strike, food safety, electrical appliances, gas appliances, and others. Additional risk assessments are regularly completed and amended including a specific update in September 2020 with measures to mitigate the risk of Covid. Risk Assessments are reviewed each time a variation in activity takes place, and pre-approved by a subcommittee of the PCC before being presented to the PCC. Safeguarding of children and vulnerable adults is a specialized area of risk for which the PCC has a dedicated policy, also reviewed annually, and a trained Safeguarding Officer who sits on the PCC. The Pastoral Care Team and all staff and volunteers who have a front-line interface with children or vulnerable adults are trained in safeguarding and have regular Disclosure (DBS) checks as required.

*Approved by the PCC 15<sup>th</sup> March 2022*

DocuSigned by:  
  
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**Rev. Simon Vibert (Vicar & Chairman of the PCC)**

## **INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF CHRIST CHURCH VIRGINIA WATER**

I report to the members on my examination of the accounts of The Parochial Church Council of The Parish of Christ Church Virginia Water ("the PCC") for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the members of the PCC (and trustees for the purposes of charity law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

### **Use of my Report**

This report is made solely to the PCC, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the PCC those matters I am required to state to them in an independent examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC as a body for my work or for this report.

DocuSigned by:  
  
634F24DE92A4471...

Centrum House  
36 Station Road  
Egham  
Surrey  
TW20 9LF

Janice Matthews FCA  
Menzies LLP  
Chartered Accountants  
Date:- 29-Mar-2022

**CHRIST CHURCH VIRGINIA WATER - Statement of Financial Activities (Incorporating Income and Expenditure Account)**

For the Year Ended 31 December 2021

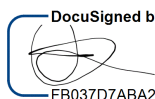
		UNRESTRICTED FUNDS £	2021 RESTRICTED FUNDS £	TOTAL £	UNRESTRICTED FUNDS £	2020 RESTRICTED FUNDS £	TOTAL £
NOTES							
<b>INCOME FROM:-</b>							
Donations and Legacies	3a	393,538	25,008	418,546	414,600	0	414,600
Church Activities	3b	7,912	0	7,912	14,448	0	14,448
Other Trading Activities	3c	10,048	0	10,048	12,000	0	12,000
Investments	3d	1,329	0	1,329	2,720	0	2,720
<b>Total Income</b>		<b>412,827</b>	<b>25,008</b>	<b>437,835</b>	<b>443,768</b>	<b>0</b>	<b>443,768</b>
<b>EXPENDITURE ON (page 18)</b>							
Church Activities							
<i>Outward Giving Grants</i>	4a & 13	36,620	0	36,620	45,464	0	45,464
<i>Work of Church</i>	4b	306,759	26,496	333,255	289,568	0	289,568
<i>Church Management</i>	4c	87,048	0	87,048	91,886	0	91,886
<b>Total Expenditure</b>		<b>430,427</b>	<b>26,496</b>	<b>456,923</b>	<b>426,919</b>	<b>0</b>	<b>426,919</b>
<b>Net Income/Expenditure</b>		<b>-17,600</b>	<b>-1,488</b>	<b>-19,088</b>	<b>16,849</b>	<b>0</b>	<b>16,849</b>
Transfers Between Funds		115	-115	0	17,507	-17,507	0
Gains & Losses on Investments		0	0	0	0	0	0
<b>Net Movement in Funds</b>		<b>-17,485</b>	<b>-1,603</b>	<b>-19,088</b>	<b>34,356</b>	<b>-17,507</b>	<b>16,849</b>
<b>Balances brought forward at 1 January 2021</b>	9	<b>546,096</b>	<b>14,325</b>	<b>560,421</b>	<b>511,739</b>	<b>31,832</b>	<b>543,571</b>
<b>Balances carried forward at 31 December 2021</b>		<b>528,611</b>	<b>12,722</b>	<b>541,333</b>	<b>546,096</b>	<b>14,325</b>	<b>560,421</b>

# CHRIST CHURCH- VIRGINIA WATER

## Balance Sheet as at 31 December 2021

		2021		2020
	NOTES	£	£	£
<b>FIXED ASSETS</b>				
Tangible Fixed Assets	5		279,940	286,200
<b>CURRENT ASSETS</b>				
Debtors	6	5,821		13,145
Cash at Bank		<u>281,272</u>		<u>273,597</u>
		287,093		286,742
<b>CURRENT LIABILITIES</b>				
Creditors: Amounts falling due in one Year	7	<u>25,700</u>		<u>12,521</u>
<b>NET CURRENT ASSETS</b>			<u>261,393</u>	<u>274,221</u>
<b>TOTAL NET ASSETS</b>	8		<u><b>541,333</b></u>	<u><b>560,421</b></u>
<b>Represented by :</b>				
<b>PARISH FUNDS</b>				
Unrestricted & Designated	9a		528,611	546,096
Restricted	9b		12,722	<u>14,325</u>
<b>NET ASSETS</b>			<u><b>541,333</b></u>	<u><b>560,421</b></u>

Approved by the Parochial Church Council on 15<sup>th</sup> March 2022 and signed on its behalf by:

DocuSigned by:  
  
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Revd. Simon Vibert (Vicar and Chairman of the PCC).

The notes on pages 13-24 form part of these accounts.

# CHRIST CHURCH VIRGINIA WATER

STATEMENT OF CASH FLOWS		2021 FUNDS	2020 FUNDS	Note
		£	£	
<b>Cash Flows from operating activities:</b>				
<i>Net Cash provided by (used in) operating activities</i>		6,462	13,459	CF1
<b>Cash Flows from investing activities:</b>				
Dividends, interest and rents from investments		1,329	2,720	
Purchase of fixed assets		(115)	(33,341)	
<i>Net cash provided by (used in) investing activities</i>		<u>1,213</u>	<u>(30,621)</u>	
<b>Cash Flows from financing activities:</b>				
<i>Net cash provided by (used in) financing activities</i>		<u>0</u>	<u>0</u>	
<i>Change in cash and cash equivalents in period</i>		7,676	(17,162)	
Cash and cash equivalents at the beginning of period		273,597	290,758	CF2
<i>Cash and cash equivalents at end of the period</i>		<u>281,273</u>	<u>273,597</u>	CF2
CF1	RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES	2021	2020	
		£	£	
	<i>Net income for the period (as per SOFA)</i>	(19,088)	16,849	
	<b>Adjustments for:</b>			
	Depreciation charges	6,376	771	
	Dividends, interest and rents from investments	(1,329)	(2,720)	
	Decrease/(Increase) in debtors	7,324	(3,420)	
	Increase in creditors	13,179	1,979	
	<i>Net cash provided by (used in) operating activities</i>	<u>6,462</u>	<u>13,459</u>	
CF2	Analysis of cash and cash equivalents	2021	2020	
		£	£	
	Cash in hand	281,272	273,597	
	<b>Total cash and cash equivalents</b>	<u>281,272</u>	<u>273,597</u>	
CF3	Analysis of changes in net debt			
		At start of year	Cashflows	At end of year
		£	£	£
	Cash	273,597	7,675	281,272
	<b>Total</b>	<u>273,597</u>	<u>7,675</u>	<u>281,272</u>

# CHRIST CHURCH VIRGINIA WATER

## Notes to the Financial Statements For the Year Ended 31 December 2021

### 1 Parochial Church Council

The Parochial Church Council of the Ecclesiastical Parish of Christ Church Virginia Water is a Parochial Church Council established under the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules, and is a charity registered with the Charity Commission in England and Wales, number 1128275. Details of the principal office are included in the PCC's Annual Report. Christ Church Virginia Water meets the definition of a Public Benefit Entity under FRS102.

### 2 Accounting policies

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) – Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements 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 do they include groups that are informal gatherings of church members.

#### 2.1 Going Concern

The Church has adequate reserves and recurring sources of income. The PCC therefore believes there are no material uncertainties about the charity's ability to continue as a Going Concern and the Financial Statements have been prepared on that basis.

#### 2.2 Funds

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. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in Note 9b.

#### 2.3 Income

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

Offerings and collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by fêtes, garden parties and similar events are accounted for gross. Sales of books and magazines from the church bookstall are accounted for gross.

Income from CJRS Grants is recognised on a receivable basis.

##### ***Other income***

Rental income from the letting of church premises is recognised when the rental is due.

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**2.3 Income (continued)**

***Intangible income***

The benefit of donated facilities is recognised as income on an equivalent value basis.

***Income from investments***

Interest entitlements are accounted for as they accrue.

**2.4 Expenditure**

***Grants***

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

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

The Diocesan Parish Share is accounted for when due.

***Intangible expenditure***

The use of donated services or facilities is recognised as expenditure on an equivalent value basis.

Other expenditure is recognised when it is incurred and includes, where applicable, irrecoverable VAT.

**2.5 Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property of any kind is excluded from the financial statements by s.96(2)(a) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected at any reasonable time.

All expenditure incurred in the year on consecrated or beneficed buildings, or individual items under £1,000 or on the repair of movable church furnishings is written off.

***Other property, fixtures, fittings and office equipment***

No depreciation is being charged against the cost of the Curatage at 6 Beechmont Avenue since its present value stands at a significant premium to its book cost.

Equipment with a purchase price of over £1,000 is depreciated as shown below. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Audio Visual, PA and Computer Equipment	6 years	Straight line (previously 4 years)
Kitchen Equipment	6 to 10 years	Straight line
Minibus	10 years	25% reducing balance
Solar Panels	20 years	Straight line

**2.6 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 uncollectable.

**2.7 Pension costs**

The PCC operates a defined contribution pension scheme for employed staff. The assets of the scheme are held separately from those of the charity. The annual contributions payable is included within resources expended and are analysed in Note 10, page 23 to the accounts.

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

## 2.8 Judgements and estimates

In the opinion of the PCC there are no significant judgements or estimates used in the preparation of the financial statements.

3	INCOME FROM	Notes	2021		TOTAL	2020		
			UNRESTRICTED FUNDS	RESTRICTED FUNDS		UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL
			£	£	£	£	£	£
<i>3a</i>	<i>Donations and Legacies</i>							
	Gift Aid Donations	9b	260,677	1,500	262,177	274,373	0	274,373
	Income Tax Recovered	9b	67,567	375	67,942	68,518	0	68,518
	Gross Giving (CAF & Similar)		36,664	0	36,664	37,107	0	37,107
	Other Giving *	9b/3e	28,159	23,133	51,292	19,869	0	19,869
	Government Grants		0	0	0	13,882	0	13,882
	Cash		0	0	0	0	0	0
	Legacies		0	0	0	0	0	0
	Miscellaneous Income		<u>471</u>	<u>0</u>	<u>471</u>	<u>850</u>	<u>0</u>	<u>850</u>
			<u>393,538</u>	<u>25,008</u>	<u>418,546</u>	<u>414,600</u>	<u>0</u>	<u>414,600</u>
<i>3b</i>	<i>Church Activities</i>							
	Magazine		0	0	0	5,304	0	5,304
	Book Stall		110	0	110	211	0	211
	Fees		4,676	0	4,676	3,976	0	3,976
	Events		0	0	0	1,316	0	1,316
	Other Income		<u>3,126</u>	<u>0</u>	<u>3,126</u>	<u>3,641</u>	<u>0</u>	<u>3,641</u>
			<u>7,912</u>	<u>0</u>	<u>7,912</u>	<u>14,448</u>	<u>0</u>	<u>14,448</u>
<i>3c</i>	<i>Other Trading Activities</i>							
	Centre Lettings		<u>10,048</u>	<u>0</u>	<u>10,048</u>	<u>12,000</u>	<u>0</u>	<u>12,000</u>
<i>3d</i>	<i>Investments</i>							
	Dividends & Interest		<u>1,329</u>	<u>0</u>	<u>1,329</u>	<u>2,720</u>	<u>0</u>	<u>2,720</u>
	<b>TOTAL INCOME</b>		<u><b>412,827</b></u>	<u><b>25,008</b></u>	<u><b>437,835</b></u>	<u><b>443,768</b></u>	<u><b>0</b></u>	<u><b>443,768</b></u>

*3e The allocation between Gross Giving and Other Giving has been changed in the 2020 comparatives.*



**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

4 EXPENDITURE ON	NOTES	2021			2020		
		UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL
CHURCH ACTIVITIES		£	£	£	£	£	£
<i>4a Outward Giving Grants</i>	13						
International Mission & Devt		30,420	0	30,420	35,724	0	35,724
UK Mission & Development		6,200	0	6,200	9,740	0	9,740
Other Charities & Individuals		0	0	0	0	0	0
		<u>36,620</u>	<u>0</u>	<u>36,620</u>	<u>45,464</u>	<u>0</u>	<u>45,464</u>
<i>4b Work of Church</i>							
Parish Share	10	142,041	0	142,041	135,738	0	135,738
Staff Team Salaries	10	57,849	0	57,849	61,938	0	61,938
Staff Team Expenses	12	2,857	0	2,857	1,859	0	1,859
Apprenticeship Scheme Costs		0	0	0	6,688	0	6,688
Accommodation		16,800	0	16,800	16,800	0	16,800
Church Running Expenses		17,168	0	17,168	19,869	0	19,869
Church Property Maintenance	9b	43,127	13,363	56,491	14,142	0	14,142
Minibus		1,562	0	1,562	2,256	0	2,256
Upkeep of Services		331	0	331	476	0	476
Magazine		0	0	0	5,955	0	5,955
Bookstall		385	0	385	481	0	481
Ministry Costs		7,953	0	7,953	9,741	0	9,741
Staff Training		906	0	906	758	0	758
Fees Payable to Diocese		1,607	0	1,607	2,116	0	2,116
IT Equipment & Depreciation		12,732	0	12,732	8,146	0	8,146
Events		100	0	100	1,345	0	1,345
Kitchen		330	0	330	1,260	0	1,260
Publicity		1,010	0	1,010	0	0	0
Website & Branding		0	13,133	13,133	0	0	0
		<u>306,759</u>	<u>26,496</u>	<u>333,255</u>	<u>289,568</u>	<u>0</u>	<u>289,568</u>
<i>4c Church Management (Support Costs)</i>							
Salaries	10	80,233	0	80,233	85,657	0	85,657
Administration		2,212	0	2,212	1,959	0	1,959
Bank Charges, Payroll Costs		1,510	0	1,510	1,595	0	1,595
Independent Examination		2,622		2,622	2,460		2,460
Accountancy		471	0	471	216	0	216
		<u>87,048</u>	<u>0</u>	<u>87,048</u>	<u>91,886</u>	<u>0</u>	<u>91,886</u>
<b>Total Expenditure</b>		<u><b>430,427</b></u>	<u><b>26,496</b></u>	<u><b>456,923</b></u>	<u><b>426,919</b></u>	<u><b>0</b></u>	<u><b>426,919</b></u>

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**5 FIXED ASSETS FOR USE BY PCC**

**TANGIBLE FIXED ASSETS**

	FREEHOLD LAND & BUILDINGS	AV & COMPUTER EQUIPMENT	MINIBUSES	KITCHEN EQUIPMENT	CCTV	SOLAR PANELS	TOTAL
<b>Costs</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Brought forward at 1 Jan 2021	251,166	17,421	20,880	9,907	5,880	15,736	320,990
Additions	0	0	0	0	115	0	115
Disposals	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>At 31 December 2021</b>	<b><u>251,166</u></b>	<b><u>17,421</u></b>	<b><u>20,880</u></b>	<b><u>9,907</u></b>	<b><u>5,995</u></b>	<b><u>15,736</u></b>	<b><u>321,105</u></b>
<b>Depreciation</b>							
Brought forward at 1 Jan 2021	5,795	0	19,508	9,487	0	0	34,790
Charge for year	0	2,904	1,372	314	999	787	6,376
Disposals	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>At 31 December 2021</b>	<b><u>5,795</u></b>	<b><u>2,904</u></b>	<b><u>20,880</u></b>	<b><u>9,801</u></b>	<b><u>999</u></b>	<b><u>787</u></b>	<b><u>41,165</u></b>
<b>Net Book Value at 31 December 2021</b>	<b><u>245,371</u></b>	<b><u>14,518</u></b>	<b><u>0</u></b>	<b><u>106</u></b>	<b><u>4,996</u></b>	<b><u>14,949</u></b>	<b><u>279,940</u></b>
<i>Net Book Value at 31 December 2020</i>	<b><u>245,371</u></b>	<b><u>17,421</u></b>	<b><u>1,372</u></b>	<b><u>420</u></b>	<b><u>5,880</u></b>	<b><u>15,736</u></b>	<b><u>286,200</u></b>

Freehold Land & Buildings comprise the property at 6 Beechmont Avenue. The Church has committed the property's availability for a Curate to the Parish and the Diocese of Guildford holds its title as custodian trustee.

The current market value of the property is substantially in excess of the purchase price and therefore no depreciation has been charged.

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

6 DEBTORS	2021	2020
	£	£
Tax Recoverable	4,527	10,994
Other Debtors	896	885
Interest Accrued	399	680
Prepayments	<u>0</u>	<u>586</u>
	<u>5,821</u>	<u>13,145</u>

7 LIABILITIES	2021	2020
	£	£
<b>Amounts Payable Within One Year</b>		
Tax & Social Security	1,928	2,547
Sundry Creditors	4,323	5,889
Accruals - General Fund	2,622	2,460
Deferred Income	<u>16,827</u>	<u>1,625</u>
	<u>25,700</u>	<u>12,521</u>

Deferred Income at 1 January 2021	1,625
Amounts released to income	(1,625)
Amounts deferred in the year	<u>16,827</u>
Deferred Income at 31 December 2021	<u>16,827</u>

8 ANALYSIS OF NET ASSETS BY FUND	2021			2020		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Unrestricted Funds	Restricted Funds
	£	£	£	£	£	£
Tangible Fixed Assets	279,940	0	279,940	286,200	0	286,200
Current Assets	274,371	12,722	287,093	272,417	14,325	286,742
Current Liabilities	<u>-25,700</u>	<u>0</u>	<u>-25,700</u>	<u>-12,521</u>	<u>0</u>	<u>-12,521</u>
	<u>528,611</u>	<u>12,722</u>	<u>541,333</u>	<u>546,096</u>	<u>14,325</u>	<u>560,421</u>

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**9 FUNDS - 2021**

9a UNRESTRICTED & DESIGNATED FUNDS		Income	Expenditure	Net Income/ Expenditure	Transfers between Funds	Net Movement in Funds	BALANCE BROUGHT FORWARD	BALANCE CARRIED FORWARD
		£	£	£	£	£	£	£
GENERAL FUND		404,514	350,680	53,834	-58,000	-4,166	133,112	128,946
OUTWARD GIVING		0	36,620	-36,620	36,000	-620	2,690	2,070
CHURCH PROPERTY REPAIR	Note 9c	8,312	43,127	-34,815	32,000	-2,815	3,371	556
LEGACY FUND	Note 9e	0	0	0	0	0	0	0
CHURCH EXTENSION	Note 9d	0	0	0	0	0	72,514	72,514
ONE-OFF GIFTS RESERVE	Note 9f	0	0	0	-10,000	-10,000	50,000	40,000
FIXED ASSETS RESERVE	Note 5/9g	0	0	0	-4,574	-4,574	284,408	279,834
ASSET REPLACEMENT RESERVE		0	0	0	4,690	4,690	0	4,690
<b>TOTAL</b>		<b>412,827</b>	<b>430,427</b>	<b>-17,600</b>	<b>115</b>	<b>-17,485</b>	<b>546,096</b>	<b>528,611</b>

9b RESTRICTED FUNDS		Income	Expenditure	Net Income/ Expenditure	Transfers between Funds	Net Movement in Funds	BALANCE BROUGHT FORWARD	BALANCE CARRIED FORWARD
		£	£	£	£	£	£	£
CAPITAL PROJECTS FUND		1,875	13,363	-11,488	-115	-11,603	14,325	2,722
MUSIC MINISTRY FUND		10,000	0	10,000	0	10,000	0	10,000
WEBSITE & BRANDING		13,133	13,133	0	0	0	0	0
<b>TOTAL</b>		<b>25,008</b>	<b>26,496</b>	<b>-1,488</b>	<b>-115</b>	<b>-1,603</b>	<b>14,325</b>	<b>12,722</b>

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**9 FUNDS - 2020**

9a UNRESTRICTED & DESIGNATED FUNDS		Income	Expenditure	Net Income/ Expenditure	Transfers between Funds	Net Movement in Funds	BALANCE BROUGHT FORWARD	BALANCE CARRIED FORWARD
		£	£	£	£	£	£	£
GENERAL FUND		443,768	367,313	76,455	-56,721	19,734	113,378	133,112
OUTWARD GIVING		0	45,464	-45,464	41,500	-3,964	6,654	2,690
CHURCH PROPERTY REPAIR	Note 9c	0	14,142	-14,142	15,300	1,158	2,213	3,371
LEGACY FUND	Note 9e	0	0	0	-15,913	-15,913	15,913	0
CHURCH EXTENSION	Note 9d	0	0	0	0	0	72,514	72,514
ONE-OFF GIFTS RESERVE	Note 9f	0	0	0	0	0	50,000	50,000
FIXED ASSETS RESERVE	Note 5/9g	0	0	0	33,341	33,341	251,067	284,408
<b>TOTAL</b>		<b>443,768</b>	<b>426,919</b>	<b>16,849</b>	<b>17,507</b>	<b>34,356</b>	<b>511,740</b>	<b>546,096</b>
9b RESTRICTED FUNDS		Income	Expenditure	Net Income/ Expenditure	Transfers between Funds	Net Movement in Funds	BALANCE BROUGHT FORWARD	BALANCE CARRIED FORWARD
		£	£	£	£	£	£	£
CAPITAL PROJECTS FUND		0	0	0	-17,507	-17,507	31,832	14,326
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>-17,507</b>	<b>-17,507</b>	<b>31,832</b>	<b>14,326</b>

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

- 9c** The Church Property Repair Fund from which monies are drawn for any significant maintenance and repair bills. Monthly transfers are made from the General Fund to top up the fund, based on the budget agreed by the PCC.
- 9d** Christ Church sold its former Church Hall subject to payment of a premium should the site be redeveloped. The monies received from the sale were set aside to part-fund a building extension project for which Planning Consent was originally granted in February 2006, renewed for a 3-year period in February 2009 and further renewed in 2012. The building extension project has since been put on hold.
- 9e** The Legacy fund contains legacies received where no specific use of the money was stipulated. These funds were used to purchase the AV equipment in 2020.
- 9f** During 2019 we received an exceptional number of one-off gifts in response to our Pledge Appeal totalling over £100,000. £50,000 was transferred from General Reserves to a new One-off Gift Reserve, with a view to spread the benefit of this over future periods.
- 9g** The amount of the PCC's reserves invested in fixed assets is set aside in a Fixed Assets Reserve as these amounts are not available to be spent. This includes the amount invested in the Curatage in Beechmont Avenue. Details of the PCC's fixed assets are shown in Note 5

**10 STAFF COSTS**

At the year-end, there were 7 full and part-time employees (2020 - 8). The Church currently has a stakeholder defined contribution pension scheme administered by AVIVA for its employees. Total staff costs are detailed below:

	2021	2020
	£	£
Staff Salaries	121,334	129,471
Employer's National Insurance	4,688	6,189
Employer's Pension contributions	12,060	11,935
	<u>138,082</u>	<u>147,595</u>

The Vicar and Curate's salaries are not included in these staff costs. The stipends of the Vicar and Curate are paid by the Diocese through the Clergy Payroll Scheme operated by the Church of England, which also makes provision for Clergy pensions. The Parish Share paid to the Diocese in 2021 totalled £142,041 (2020 - £135,738) and covers salary costs and other Diocesan expenses.

No employee received remuneration of more than £60,000 in 2021 or 2020.

In the opinion of the PCC the 'Key Management personnel' are the incumbent who is paid through the diocese.

**11 COMMITMENTS UNDER OPERATING LEASES**

At 31 December 2021 the PCC had future minimum lease payments under non-cancellable operating leases as follows:

**Operating Lease Commitments**

Disclosure	2021	2020
Not later than 1 year	£1,079	£792
Later than 1 year and not later than 5 years	£5,243	£0
After 5 Years	<u>£0</u>	<u>£0</u>
	<u>£6,322</u>	<u>£792</u>

**CHRIST CHURCH  
VIRGINIA WATER**  
**Notes to the Financial Statements**  
**For the Year Ended 31 December 2021**

**12 TRANSACTIONS INVOLVING RELATED PARTIES**

The expenses paid to clergy may include a small, immaterial proportion which relates to their function as PCC members. All clergy received reimbursement of church-business expenses totalling on an as-incurred basis: Rev Simon Vibert £2,106 (2020 - £1,356), Rev Jeremy Brown £446 (2020 - £103), Rev Vincent Murphy £305 (2020 - £374). Apart from the above, no remuneration or expenses have been paid to any members of the PCC.

A salary, including Employers National Insurance and Pension Contributions, of £7,525 (2020 - £14,140) was paid to Staff Member Caroline Vibert, wife of Vicar Simon Vibert.

The aggregate donations from Related Parties (PCC members and their immediate families) during 2021 was £120,651 (2020 - £59,440).

**CHRIST CHURCH  
VIRGINIA WATER**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

13 OUTWARD GIVING	GENERAL FUND	2021 RESTRICTED FUNDS	TOTAL	2020 TOTAL
	£	£	£	£
<b><u>International Mission &amp; Development</u></b>				
Amos Trust	4,200	0	4,200	4,800
A Rocha	3,480	0	3,480	4,140
Church Missionary Society	5,400	0	5,400	5,904
Compassion	4,200	0	4,200	4,800
Open Doors	3,480	0	3,480	4,140
Peacemaker Trust	4,200	0	4,200	4,800
Tear Fund	3,480	0	3,480	4,140
UFM	1,980		1,980	3,000
<b><u>International Mission Partners</u></b>	<b><u>30,420</u></b>	<b><u>0</u></b>	<b><u>30,420</u></b>	<b><u>35,724</u></b>
<b><u>Other International Mission</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
	<b><u>30,420</u></b>	<b><u>0</u></b>	<b><u>30,420</u></b>	<b><u>35,724</u></b>
<b><u>UK Mission &amp; Development</u></b>				
East to West Trust	4,200	0	4,200	4,800
UCCF	1,500	0	1,500	2,340
<b><u>UK Mission Partners</u></b>	<b><u>5,700</u></b>	<b><u>0</u></b>	<b><u>5,700</u></b>	<b><u>7,140</u></b>
Foodbank	0	0	0	2,500
RHUL Christian Union	0	0	0	100
Malcolm Trinity Church	250	0	250	0
A Passion for Life	250	0	250	
<b><u>Other UK Mission</u></b>	<b><u>500</u></b>	<b><u>0</u></b>	<b><u>500</u></b>	<b><u>2,600</u></b>
	<b><u>6,200</u></b>	<b><u>0</u></b>	<b><u>6,200</u></b>	<b><u>9,740</u></b>
<b><u>Other Charities &amp; Individuals</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
	<b><u>36,620</u></b>	<b><u>0</u></b>	<b><u>36,620</u></b>	<b><u>45,464</u></b>

**Notes**

- Christ Church started the year with 11 Mission Partners, all UK-registered charities. 10 of these received Outward Giving Fund grants on a monthly basis as shown above. Feba Radio did not receive a grant. Each partner is reviewed every 3 to 4 years, and towards the end of 2021 we decided to end the partnerships with Feba Radio and Peacemaker Trust, primarily because the funds available for Outward Giving have fallen significantly over the last 3 years. Mission Partner financial support totaled £36,120 (2020 – £42,864).
- There were no Individual restricted donations during 2021 and 2020.