

Ecclesiastical Parish of Badshot Lea and Hale

Registered with the Charity Commission, England; No. 1128239

Accounts for the Parochial Church Council of The Ecclesiastical Parish of Badshot Lea and Hale

for the

Year Ended 31 December 2019



AIMS AND PURPOSES

The predominant objective of the Badshot Lea and Hale Parochial Church Council (PCC) is to co-operate with the Rector to promote the gospel of our Lord Jesus Christ according to the doctrine and practice of the Church of England. The main objectives also encompass the whole mission of the Church, collectively pastoral, evangelistic, social and ecumenical, within the ecclesiastical Parish.

The PCC is solely responsible for the preparation of the financial statements, keeping proper accounting records, for safeguarding church assets and for the detection of fraud.

The PCC is committed to enabling as many people as possible to worship at, and to participate in the full life of our Parish community at Badshot Lea and Hale. The PCC also maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within the Parish bounds. All of our services and worship aim to put faith into practice through prayer, scripture, music and sacrament.

The PCC is responsible for the maintenance of St. John's, St. George's and St. Mark's churches, the Church Centre complexes associated with St. Mark's and St. George's churches, and for the Parish property located at 195 Eton Place, Farnham.

OBJECTIVES AND ACTIVITIES

Mission Statement.

- We are one Parish of welcoming and inclusive churches.
Our vision is for the growth of God's Kingdom so we aim to:
- Grow in Spiritual Maturity
 - Grow in Numbers
 - Grow Younger
 - Grow in Community Engagement

Activities

When planning our activities during the year, the clergy and the PCC have considered The Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The parish tries especially to enable ordinary people to live out their faith as part of our Parish community through:-

- Worship, prayer and teaching through regular services and meetings; learning about the Gospel; developing our knowledge and trust in Jesus Christ.
- Provision of pastoral care for all people living in the parish, e.g. visiting the sick, the bereaved and those with special needs; conducting preparation for baptism, confirmation and marriage services.
- Missionary and Outreach work; including offering an imaginative programme of teaching to children and youths, in parallel with other relevant events and activities; provision of a range of parenting courses, and Mother & Toddler facilities.
- Promoting and supporting mission partnerships with churches, organisations and people who have broadly similar aims and objectives both at home and abroad.
- To facilitate this work it is important that the Parish maintain the fabric of our three Churches and the two Church Annexes.
- During the year Stella Wiseman started training for Ordained Local Ministry.

ACHIEVEMENTS & PERFORMANCE

Financial Management & Reserves

The Parish accounts are prepared on a 'receipts and payments' basis.

The Parish is cash poor and in 2019 we made efforts to communicate the state of the parish finances to the congregations. This resulted in increased giving, for which the parish as a whole is grateful. The effects of this increased giving will be seen in 2019. General fund income of £87,008 was received in the year, which is similar to the income received in 2018.

£21,000 was paid in Parish Share in 2019. This is a significant shortfall on our total Parish Share obligations. Conversations with the diocese are continuing and, until they have been concluded, it has been decided that historic Parish Share shortfalls will not be shown in the accounts.

Fundraising for the Emily fund continued in 2019 and at year end the appeal had reached its target and the work was done in June 2019.

During 2019 the Executors of Wyn Pragnall's bequest informed the parish that the bequest had wrongly been given to us. As the funds spent had been used for the purpose of the bequest the balance, less our legal fees in ensuring that this was legal, were returned to the Executors.

In 2019 St John's celebrated its 175th anniversary with a number of events including a Flower Festival and an Arts and Crafts display. Significant work took place drawing up plans to secure its future.

The Parish extends its thanks to all those who support its work via regular monthly giving. The Parish is also grateful to all those who assist with fundraising. In 2019 the team who ran the summer fete raised £2,756, and nearly £11,000 was received in hall booking income.

Reserves Policy

The Parish does not maintain significant unrestricted liquid reserves. Although the cash reserves as shown in the accounts are c£24k the vast majority of this is held in restricted funds. The Parish currently has unrestricted reserves of c£7k.

Risk Management

The PCC is aware of, and fulfils, our statutory requirements with respect to managing risk.

An ongoing programme and practices concerning repairs, maintenance and servicing of equipment were continued throughout the year. All mandatory inspections with respect to building, fire, electrical, gas, safety and operation; including portable appliance testing, were completed during the year.

The promotion of the safety, health and protection of children, youths and vulnerable adults is extremely important to the PCC. Parish policy in this area embodies a formal child protection and vulnerable adult policy following Diocesan guidelines. This policy is emphatically enforced, as well as reviewed regularly.

Financial management and recording procedures aim to prevent, or minimise, fraud in this area.

VOLUNTEERS

The PCC & Trustees would like to take this opportunity to extend their grateful appreciation to all the volunteers who work so hard to make our churches the welcoming, vibrant and forward-looking community that it is. In particular the PCC would wish to mention the Churchwardens and Treasurer and Secretary who have worked so tirelessly on our behalf, and also to all those who lead worship or serve on other committees within the parish, for their valuable contribution to our ministry and for keeping the churches operational.

STRUCTURE, GOVERNANCE & MANAGEMENT

Our Church community is registered with the Charity Commission in England as the Parochial Church Council (PCC) of the Ecclesiastical Parish of Badshot Lea and Hale: Registration Number 1128239.

The structure, governance and management of the Parish, as well as the appointment of Members of the PCC are in accordance with the processes set out in the Church Representation Rules 2006. Governance is provided by the Rector, Associate Priest, Churchwardens and the PCC. Day-to-day management is the responsibility of the Standing Committee.

The PCC comprises the following members: the Rector (Incumbent), other licensed clergy & LLMs, Churchwardens, Deanery Synod Representatives, and representatives from each Church. The latter being elected by those who are listed on the Parish Electoral Roll. All eligible persons who attend services at St. John's, St. George's or St. Mark's churches are encouraged to register on the Electoral Roll and to stand for election to the PCC.

Members of the PCC have an overarching responsibility for all decisions relating to the aims and objectives of the Parish and for all matters of general concern and importance. The PCC is solely responsible for all decisions relating to the management of the parish finances.

The PCC aims to meet at least six times per year, including the Annual Parochial Church Meeting (APCM). Given its wide range of responsibilities, the PCC has a number of committees, each of which deals with a particular aspect of parish life. A Standing Committee (Clergy, Churchwardens, Deputy Wardens & Secretary) meets prior to each full PCC meeting to consider appropriate business and to arrange the Agenda.

Other committees present a regular summary report of their deliberations to the full PCC for discussion and ratification as appropriate.

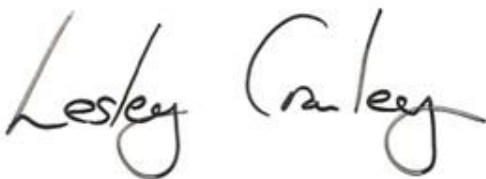
Ex Officio members:

Rector: The Reverend Lesley Crawley (Chair)
Associate Priest: The Reverend Alan Crawley
Curate: The Reverend Hannah Moore
LLMs: Lesley Shatwell
Craig Nobbs
Wendy Edwards
Wardens: Bill Thomas
Pamela Marsham
Bob Shatwell
Deputy Wardens Carol Le Page (from 7/4/19)
Annie Thomas (to 7/4/19)
Deanery Synod: Stella Wiseman


Elected Representatives:

Penny Conroy (to 21/2/19)	Diana Thomas	Maxine Everitt
Sarah Kay (to 7/4/19)	Gemma Brown	Sorrel Price
	John Boas	Sylvie Burrows (from 7/4/19)
	Kris Lawrence	Vicky Kidney

Approved by the PCC on the 6th March 2020 and signed on their behalf by :-



**Rev'd Lesley Crawley,
Rector, & Chair PCC**



**Sarah Kay
Parish Treasurer**

Independent Examiner's Report

Independent Examiner's Report to the PCC of the Parish of Badshot Lea & Hale

I report to the trustees on my examination of the accounts for the above charity for the year ending 31 December 2019 which are set out on pages 7-11.

Responsibilities and basis of report

As the charity trustees 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 accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

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

- Accounting records were not kept in accordance with section 130 of the Act; or
- The accounts do not accord with the accounting records;
- The accounts do not comply with the applicable requirements concerning the form and contents 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.

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

Tudor John Ltd 26/10/2020.

Tudor John Limited
Nightingale House
46-48 East Street
Epsom
Surrey
KT17 1HQ

RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Receipts (note 7a)					
Planned giving	43,537		48	43,585	42,722
Other planned giving					140
Collections at services	11,880		14	11,894	11,004
Other voluntary receipts	6,580		14,965	21,545	10,490
Gift Aid recovered	3,018		2,357	5,375	3,107
Legacies					
Grants			5,000	5,000	2,600
Activities for generating funds	3,864	2,198	3,147	9,209	6,712
Investment income			464	464	42
Interest	51			51	69
Statutory fees retained by the PCC	5,123			5,123	5,966
Trading activities	12,954			12,954	15,593
Other receipts					3,324
Total receipts	87,008	2,198	25,995	115,201	101,769
Payments (note 7b)					
Cost of generating funds	3,707			3,707	257
Missionary and Charitable Giving					15
Parish Share	21,000			21,000	36,000
Salaries, Wages and honoraria	3,433			3,433	3,620
Clergy and Staffing costs	1,359			1,359	12,263
Church expenses: mission and evangelism	117		2,892	3,009	1,100
Church Running Expenses	36,964		305	37,269	22,381
Major repairs to church building	9,549		20,433	29,981	25,356
Church Repairs & Maintenance	9,475	2,198	1,632	13,305	
St Johns' Project	1,954			1,954	
Funds returns to executors			21,199	21,199	
Total payments	87,558	2,198	46,460	136,217	100,992
Excess of receipts over payments before transfer	(551)	-	(20,465)	(21,015)	777
Transfers					
Gross transfers between funds	(566)	1,000	(434)	0	0
Net movement in funds	(1,117)	1,000	(20,899)	(21,015)	777
All assets at start of year	8,080	256	36,877	45,213	44,437
All assets at end of year	6,963	1,256	15,978	24,198	45,213

REPRESENTED BY

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Unrestricted					
General fund	6,963			6,963	8,080
Designated					
Families Matter		250		250	250
Rectory Dilapidations		1,006		1,006	6
Restricted					
St Georges Fabric			(5,000)	(5,000)	2,758
St Georges AV Fund			6,500	6,500	0
St Johns Fabric				0	1,354
St Marks Restricted				0	197
Bishop of Guildford Grant				0	-
St Georges Car Park			749	749	749
St Johns Churchyard				-	48
St Mark's Churchyard				-	12
St Marks Organ Fund ("Emily")			621	621	6,086
St Marks Murals ("Kitty")			8,784	8,784	200
St George's Flower Fund			20	20	0
Parenting Course			474	474	474
Newcomb poor fund			3,830	3,830	3,366
Teacakes			0	0	21,633
TOTAL FUNDS	6,963	1,256	15,979	24,198	45,213

STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Current assets:					
Cash at bank and in hand					
Lloyds bank account	2,057			2,057	12,793
Newcombe PF - Lloyds			1,043	1,043	1,001
CAF bank account	3,724		1,379	5,103	17,453
BLAH Investment Account		1,256	12,767	14,023	13,972
Newcomb PF - Investment			2,787	2,787	2,365
Cash in hand	1,182			1,182	1,104
Totals	6,963	1,256	17,976	26,195	48,688
Liabilities					
Agency collections			1,997	1,997	3,475
Totals			1,997	1,997	3,475
Grand total	6,963	1,256	15,979	24,198	45,213

Notes to the Accounts

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
2. The fixed asset retained for Church use is the freehold house at 195 Eton Place.
3. Assets recognised but not valued in the Statement of Assets and Liabilities include:
 - movable church furnishings held by the church-wardens on special trust for the PCC and which require a faculty for disposal; and
 - office and gardening equipment.
4. The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. Stella Wiseman has been paid as a parish administrator, and related people to Stella Wiseman and Carol Le Page have been paid as cleaners. All of these have been reported to the Charities Commission as required.
5. The Parish uses the Parish Giving Scheme to collect regular giving and to claim the Gift Aid, before remitting the total to the PCC. They only contact people who have already signed up to ask whether they wish to increase their giving in proportion to inflation.

6. The movements in designated and restricted funds during the year were:

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Closing
Unrestricted					
General fund	8,080	87,008	87,558	(566)	6,963
Designated					
Families Matter	250				250
Rectory Dilapidation	6			1,000	1,006
St John's Designated		2,198	2,198		0
Restricted					
St Georges Fabric	2,758	2,940	4,197	(6,500)	(5,000)
St Georges AV	0			6,500	6,500
St Johns Fabric	1,354		1,354		0
St Marks Restricted	197		197		0
Bishop of Guildford Grant		3,000	3,000		0
St Georges Car Park	749				749
St Johns Churchyard	48	218	266		0
St Mark's Churchyard	12		12		0
St Marks Organ Fund "Emily"	6,086	10,770	16,235		621
St Marks Murals "Kitty"	200	8,584			8,784
St Georges Flowers	0	20			20
Parenting Course	474				474
Newcomb Poor Fund	3,366	464			3,830
Teacakes	21,633		21,199	(434)	0
Grand total	45,213	115,201	136,217		24,198

Transfers

Transfers between funds were made as follows:

- £1,000 was transferred from the general fund to the rectory dilapidations fund;
- £6,500 was transferred from St Georges Fabric to the new St Georges AV fund as a legacy was received by the church in 2018 specifically for the AV system;
- £434 was transferred from the Teacakes fund to the general fund. In 2018 the general fund incurred legal expenses of £434, as part of the agreement with the executors the general fund was reimbursed for this sum.

Loans

There are no outstanding loans between funds.

Notes to the funds

General Funds:

Represent those resources of the PCC that are not subject to any restriction regarding their use, and are thus available to be applied to the general purposes of the PCC.

Designated Funds:

Are resources that are 'ring-fenced' by the PCC for particular purposes, but which nevertheless remain unrestricted as the PCC is able to redesignate such funds as it so directs.

In 2019 a number of events were held at St John's as part of the 175th Anniversary celebrations at which the project to redevelop the church was launched. Although these events were not specifically aimed at fundraising for St Johns, the funds raised have been designated for St Johns and used to fund specific expenditure on the church.

Restricted Funds:

Are funds collected or donated for a particular purpose which cannot be used by the PCC for any other purpose except by specific agreement with the donor.

Two new restricted funds were created during the year:

- The Bishop of Guildford awarded a grant of 3,000 to St Marks to support the outreach work of the table tennis club. £2,892 of this grant was spent on resources including a new table tennis table, the remaining £108 put towards the running costs of the club such as utility bills etc.
- The St Georges AV fund has been created to hold a legacy left to the church to fund a new AV system. The legacy was received in 2018 but the funds incorrectly allocated to the fabric fund. The transfer from the fabric fund to the AV fund has been done to rectify this.

The St Georges Fabric fund had a negative balance as at 31 December 2019. The monies contained in the fund have been used to fund the new heating system (funds raised specifically for the heating system were not sufficient to cover the cost so monies from the fabric fund were needed to supplement them) and other maintenance on the church. A grant of £5,000 received in 2020 can be spent on the church's fabric and this will be used to cover the deficit in the fund. Expenditure on St Georges church exceeded the amounts contained in the restricted fund, thus general fund monies were expended on the church as well.

The Parish Education & Training, Mission & Outreach and St John's Flower Funds were closed in the year.

The Teacakes fund was also closed during the year. By agreement, the funds held were returned to the executors of Wyn Pragnell's will, net of legal costs incurred by the PCC.

NOTES TO THE FUNDS	
Families Matter	Money given by the Carnival designated to support Families Matter
Rectory Dilapidations	Money designated to allow for the redecoration of the Rectory at some future date.
St John's designated	Monies raised at events hosted by St Johns as part of the 175 th anniversary celebrations and to promote the redevelopment of the church.
St George's Fabric	Maintenance of the general fabric and grounds of St. George's Church and Church Room, including renewal of the heating system.
St John's Fabric	Maintenance of the general fabric and grounds of St. John's Church and Church Room.
St Marks Restricted	The fund that holds donations and appeals specifically in support of activities at St Mark's church such as the new table tennis club
St Georges Car Park	Maintenance of the Car Park enclosure and associated features at St. George's church.
St Johns Churchyard	Money given specifically for the upkeep of St John's Churchyard.
St Marks Churchyard	The fund that holds donations and appeals specifically in support of the maintenance of St Mark's Churchyard
St Marks Organ Fund ("Emily")	The fund set up to manage an appeal to refurbish and maintain St Mark's Organ.
St Marks Murals ("Kitty")	The fund set up to manage an appeal to restore the murals by Kitty Milroy in St Marks Church.
St George's Flower	The funds that hold donations and appeals specifically in support of the provision of flowers (notably Easter and Christmas) at St. George's churches.
Parish Education & Training	Parish-wide support for any aspect of teaching and training for the clergy or lay personnel in support of the Ministry, Mission, and Evangelism of the Church.
Parenting Course	The fund that holds donations and appeals specifically in support of the Parenting Course run by the Families Matter Co-ordinator
Newcomb Poor Fund	A fund that holds the Vicar's discretionary fund, monies available for the Vicar to distribute as they see fit
Teacakes	A Fund to hold the Wyn Pragnell bequest for the benefit of "Teacakes"

7a. Analysis of unrestricted income:

Planned giving by PGS, including gift aid		39,823
Planned giving by standing order to Lloyds account		3,714
Other planned giving		
Collections at services		11,880
Other voluntary receipts		6,580
Gift aid recovered		3,018
Activities for generating funds:		
Fete	2,756	
Coffee	393	
Social events	126	
Other	589	
	<hr/>	3,864
Interest		51
Statutory fees retained by PCC		5,123
Trading activities:		
Magazine profit	2,500	
Room hire	10,455	
	<hr/>	12,955
Other receipts		0
TOTAL UNRESTRICTED INCOME		87,008

7b. Analysis of unrestricted expenditure

Cost of generating funds		3,707
Parish Share		
2019		21,000
Salaries wages and honoraria		3,433
Clergy and staffing costs		1,359
Mission and evangelism		117
Church running expenses		
Cleaning	2,718	
Insurance	5,847	
Office costs and sundries	16,417	
Cost of services	327	
Governance	600	
Utility bills	11,055	
	<hr/>	36,964
Major repairs to church building		9,549
Church repairs and maintenance		9,475
St John's project		1,954
TOTAL UNRESTRICTED EXPENDITURE		87,558

FIXED ASSETS

195 Eton Place

Market value as unfurnished sale
Revalued at 14th September, 2016

255,000

Asset Notes:

- The benefice property, formerly the Curate's house, is currently shown as a tangible fixed asset (for church use) until such time as the PCC decides otherwise (investment holding or disposal).
- The St. Mark's Centre & St George's Church Hall are deemed part of their churches, and are thus not formally valued.