

# **Ecclesiastical Parish of Badshot Lea and Hale**

Registered with the Charity Commission, England; No. 1128239

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

for the

Year Ended 31 December 2024



## **AIMS AND PURPOSES**

The predominant objective of the Badshot Lea and Hale Parochial Church Council (PCC) is to co-operate with the Rector (but see below) 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. During the Vacancy which began on 5th February 2024, the PCC is working with senior clerics in the Diocese of Guildford in place of the Rector.

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; 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.

## **VACANCY**

The Parish has been in Vacancy since 5th February 2024 and continues to seek a new Rector with the help of Guildford Diocese. There is a general shortage of clergy within the Church of England, so whilst every effort is being made to find a new Incumbent, plans are also in place to run the Parish without an appointment for the foreseeable future.

During the Vacancy, Revd. Stella Wiseman is responsible for spiritual/religious/pastoral matters, and the Lay Vice-Chair of the PCC David Walter is responsible for operational matters.

## **ACHIEVEMENTS & PERFORMANCE**

### **2024**

The PCC has managed to deliver the planned activities throughout the year. The plan was to deliver two communion services at each of the three churches each month and at least one communion service somewhere in the Parish on each Sunday and key festival days during the year. Where it has not been possible to offer a Communion service on a Sunday, we have delivered a Service of the Word. The Parish has come together for a Parish wide communion service on a number of Sundays, which has proved a popular change and one that we plan to continue at a frequency of roughly once a month. This is widely seen as a significant achievement, but we are optimistic that it can be continued for the foreseeable future.

To ensure that the Parishioners are kept well informed, information about the progress of the process to recruit a new Rector has been widely disseminated at services and in the Parish magazine. Many activities and events took place - see the separate booklet of Annual Parish Reports.

Although finances remained tight, there was some improvement, and a net increase of £4,109 was reported in Unrestricted Funds during the year. The Parish was able to pay its Parish Share in full for the third year running, and the Diocese agreed to write off past unpaid Parish Share in five years' time in return for payment of a small percentage of the arrears and continuing full payment of current Share.

Restricted Funds increased by £6,462; the largest element in the increase was due to a drive to gather funds in order to start work on repairing St John's Tower in 2025. Much of the overall increase was due to generous gifts by individuals for which we are extremely grateful

Unrestricted income of £146,933 was some £3,700 higher than in 2023. Room hire was up by nearly £8,000, and Fundraising Activities also increased, but Giving to the Unrestricted Funds including gift aid was down by £3,600 and Statutory Fees (i.e. Weddings, Funerals etc) also fell. See Note 7a. We are nonetheless very grateful for all giving, without which we could not function.

Unrestricted expenditure of £143,244 was some £1,200 higher than in 2023. A full analysis is at Note 7b.

A donor kindly agreed to the transfer of their gift of £420 from Restricted Funds to Unrestricted to bolster our limited free reserves.

A contingent liability for past gas usage previously reported is no longer considered likely to materialise.

## **Reserves Policy**

Unrestricted reserves at 31st December 2024 were £14,047 including £1,000 in Designated Reserves. This represents 1 month's worth of the Unrestricted expenditure reported for 2024. The Parish aims to increase this level of free reserves over time to 3 months' worth.

Restricted reserves at that date were £34,786.

The main threat to the Parish's ongoing financial security is the lack of reserves to pay for unexpected building costs.

## **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.

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

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.

## **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 Lay Vice-Chair, the Churchwardens and Treasurer and Secretary who have worked so tirelessly on our behalf, and also 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 in 2024 was mainly provided by the Standing Committee and the PCC.

The PCC comprises the following members: the Rector (Incumbent), if any, other licensed clergy, Churchwardens, Deputy Wardens, 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 four times per year, including the Annual Parochial Church Meeting (APCM). A Standing Committee meets regularly to consider appropriate urgent business and to arrange the PCC Agenda.

**Ex Officio members:**

Rector: The Reverend Lesley Crawley (to 4/2/24)  
Associate Priest: The Reverend Alan Crawley (Chair) (to 4/2/24)  
Assistant Curate: The Reverend Stella Wiseman  
Assistant Curate: The Reverend David Camp (to 19/9/24)

**Wardens:**

Kris Lawrence  
Sarah Kay (to 31/8/24)  
Pamela Marsham

**Deputy Wardens:**

Bob Shatwell  
David Walter

PCC Lay Vice-Chair: David Walter  
Treasurer: Richard Myers  
Deanery Synod: Richard Myers (from 11/1/24)

**Elected Representatives:**

Jenny Bull (to 19/5/24)  
Sylvie Burrows (from 19/5/24)  
Michelle Chapman (to 27/2/25)  
Angela Hall (from 19/5/24)  
Jacquie Munroe (to 19/5/24)  
Carolyn Weston (to 16/1/25)

Approved by the PCC on ..... 10<sup>TH</sup> APRIL 2025 ..... and signed on their behalf by :-



David Walter  
Lay Vice-Chair PCC



Richard Myers  
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<sup>st</sup> December 2024 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".

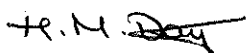
I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **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;
- The accounts do not accord with the accounting records; or
- 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.



Hazel Day BSc (Hons) FCA DChA  
Xeinaidin  
Nightingale House  
46-48 East Street  
Epsom  
Surrey  
KT17 1HQ

Date...18 April 2025

## RECEIPTS AND PAYMENTS ACCOUNT 2024

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Receipts (note 7a)</b>					
Planned giving	48,734	-	202	48,936	52,810
Digital giving	-	-	-	-	-
Collections at services	7,008	-	256	7,264	7,481
Other voluntary receipts	2,820	-	4,855	7,675	5,880
Gift Aid recovered [non-PGS]	3,506	-	93	3,599	2,931
Grants	404	-	1,530	1,934	2,525
Activities for generating funds	8,026	-	741	8,767	7,150
Rent of Eton Place etc	19,921	-	-	19,921	19,728
Investment income	250	-	1,088	1,338	1,269
Statutory fees retained by the PCC	7,102	-	79	7,181	9,669
Trading activities	49,162	-	174	49,336	41,662
Other receipts	-	-	-	-	-
<b>Total receipts</b>	<b>146,933</b>	<b>-</b>	<b>9,018</b>	<b>155,951</b>	<b>151,105</b>
<b>Payments (note7b)</b>					
Cost of generating funds	(1,178)	-	(85)	(1,263)	(755)
Cost of renting Eton Place etc	(465)	-	-	(465)	(2,956)
Parish Share	(80,212)	-	-	(80,212)	(77,316)
Salaries, Wages and honoraria	(2,504)	-	-	(2,504)	(980)
Clergy and Staffing costs	(2,443)	-	-	(2,443)	(4,412)
Training	(627)	-	-	(627)	(555)
Church Running Expenses	(50,729)	-	(426)	(51,155)	(49,422)
Mission	(58)	-	(301)	(359)	-
Church Repairs & Maintenance	(5,028)	-	(1,324)	(6,352)	(10,601)
<b>Total payments</b>	<b>(143,244)</b>	<b>-</b>	<b>(2,136)</b>	<b>(145,380)</b>	<b>(146,997)</b>
<b>Excess of receipts over payments before transfer</b>	<b>3,689</b>	<b>-</b>	<b>6,882</b>	<b>10,571</b>	<b>4,108</b>
Transfers					
Gross transfers between funds	420	-	(420)	-	-
<b>Net movement in funds</b>	<b>4,109</b>	<b>-</b>	<b>6,462</b>	<b>10,571</b>	<b>4,108</b>
<b>All assets at start of year</b>	<b>8,938</b>	<b>1,000</b>	<b>28,324</b>	<b>38,262</b>	<b>34,154</b>
<b>All assets at end of year</b>	<b>13,047</b>	<b>1,000</b>	<b>34,786</b>	<b>48,833</b>	<b>38,262</b>

## REPRESENTED BY

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Unrestricted</b>					
General fund	13,047	-	-	13,047	8,938
<b>Designated</b>					
General maintenance	-	-	-	-	-
Rectory Dilapidations	-	1,000	-	1,000	1,000
<b>Restricted</b>					
St George's Fabric	-	-	9,372	9,372	9,588
St George's AV Fund	-	-	1,592	1,592	1,542
St Johns Fabric	-	-	120	120	637
St George's Car Park	-	-	795	795	770
St Marks fabric	-	-	358	358	347
St Johns Churchyard	-	-	3,764	3,764	3,443
St Johns Tower and Youth Hub	-	-	9,921	9,921	6,026
St Marks Organ Fund ("Emily")	-	-	-	-	-
Friends of St Marks	-	-	1,390	1,390	331
St George's Flower Fund	-	-	22	22	21
St George's churchyard	-	-	-	-	-
Parenting Course	-	-	503	503	487
Newcomb poor fund	-	-	4,832	4,832	4,668
Parish choir	-	-	500	500	464
Friday Night Games	-	-	393	393	-
Clothing Giveaway	-	-	1,090	1,090	-
Collections for other charities	-	-	84	84	-
Cost of living fund	-	-	50	50	-
<b>TOTAL FUNDS</b>	<b>13,047</b>	<b>1,000</b>	<b>34,786</b>	<b>48,833</b>	<b>38,262</b>

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2024

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Current assets:</b>					
<b>Cash at bank and in hand</b>					
Lloyds bank account	-	-	399	399	2,992
Newcombe PF - Lloyds	-	-	1,484	1,484	1,393
CAF bank current account	526	-	-	526	1,564
CAF bank deposit accounts	13,810	-	13,353	27,163	10,000
BLAH Investment Account	-	-	15,574	15,574	14,789
Newcomb PF - Investment	-	-	3,349	3,349	3,275
Cash in hand	16	1,000	627	1,643	3,651
<b>Totals</b>	<b>14,352</b>	<b>1,000</b>	<b>34,786</b>	<b>50,138</b>	<b>37,664</b>
<b>Debtors</b>	-	-	-	-	1,357
<b>Liabilities</b>					
Agency fees and collections	(1,305)	-	-	(1,305)	(760)
<b>Totals</b>	<b>(1,305)</b>	<b>-</b>	<b>-</b>	<b>(1,305)</b>	<b>(760)</b>
<b>Grand total</b>	<b>13,047</b>	<b>1,000</b>	<b>34,786</b>	<b>48,833</b>	<b>38,262</b>

## Notes to the Accounts

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
- The fixed asset retained for Church use is the freehold house at 195 Eton Place.
- Assets recognised but not valued in the Statement of Assets and Liabilities include:
  - moveable 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.
- 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. This has been reported to the Charities Commission as required. Two children of PCC members were paid for cleaning work during the year.
- 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.
- The movements in designated and restricted funds during the year were:

### Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Closing
<b>Unrestricted</b>					
General fund	8,938	146,933	(143,244)	420	13,047
<b>Designated</b>					
General maintenance	-	-	-	-	-
Rectory Dilapidation	1,000	-	-	-	1,000
<b>Restricted</b>					
St Georges Fabric	9,588	295	(511)	-	9,372
St Georges AV	1,542	50	-	-	1,592
St Johns Fabric	637	4	(101)	(420)	120
St Georges Car Park	770	25	-	-	795
St Marks fabric	347	11	-	-	358
St Johns Churchyard	3,443	321	-	-	3,764
St John's Tower and Youth Hub	6,026	4,608	(713)	-	9,921
St Marks Organ Fund "Emily"	-	-	-	-	-
Friends of St Marks	331	1,144	(85)	-	1,390
St Georges Flowers	21	1	-	-	22
St Georges Churchyard	-	-	-	-	-
Parenting Course	487	16	-	-	503
Newcomb Poor Fund	4,668	164	-	-	4,832
Parish choir	464	79	(43)	-	500
Friday Night Games	-	512	(119)	-	393
Clothing Giveaway	-	1,442	(352)	-	1,090
Collections for other charities	-	296	(212)	-	84
Cost of living fund	-	50	-	-	50
<b>Grand total</b>	<b>38,262</b>	<b>155,951</b>	<b>(145,380)</b>	<b>-</b>	<b>48,833</b>

### Transfers

A transfer of £420 was made from St John's Fabric Fund to General Fund in the year at the request of the donor.

### 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 re-designate such funds as it so directs.

The most significant threat to the long-term financial viability of the parish is the lack of reserves to fund repairs to the parish buildings. To address this risk, the PCC previously designated two funds: a 'general maintenance' fund to hold monies put aside for the upkeep of the church buildings and their churchyards and a 'rectory dilapidations' fund to pay for rectory upkeep. The general maintenance fund was exhausted at the end of 2022. Making transfers to such reserves does not help with decision-making while total unrestricted reserves remain low [currently equivalent to 5 weeks expenditure] but would make the accounts more complicated. No such transfers have been made in 2024.

Church maintenance is also funded through the use of restricted funds. Although the PCC aims to ensure that restricted funds are reserved for improvement rather than general maintenance costs, this is not always possible. Any maintenance that cannot be funded using the designated and restricted funds is paid for from the general fund.

### 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.

No funds were closed during the year.

<b>NOTES TO THE FUNDS</b>	
<b>General maintenance</b>	Money designated to allow for maintenance and upkeep of church buildings and churchyards.
<b>Rectory Dilapidations</b>	Money designated to allow for the redecoration of the Rectory at some future date.
<b>St George's Fabric</b>	Maintenance of the general fabric and grounds of St. George's Church and Church Room, including renewal of the heating system.
<b>St George's AV fund</b>	Money given specifically for the installation of an AV system in St George's church. The donor has agreed that, if not all monies are required for this purpose the remainder can be transferred to the St George's fabric fund.
<b>St John's Fabric</b>	Maintenance of the general fabric and grounds of St. John's Church and Church Room.
<b>St Mark's Fabric</b>	Maintenance of the general fabric and grounds of St. Marks Church
<b>St Georges Car Park</b>	Maintenance of the Car Park enclosure and associated features at St. George's church.
<b>St Johns Churchyard</b>	Money given specifically for the upkeep of St John's Churchyard.
<b>St John's Tower and Youth Hub</b>	Money given specifically for the improvement of St John's Church In order that the Tower can be repaired and a new youth hub set up to support outreach.
<b>St Marks Organ Fund ("Emily")</b>	The fund set up to manage an appeal to refurbish and maintain St Mark's Organ.
<b>Friends of St Marks</b>	A fund to hold the monies raised by the Friends of St Marks to maintain the fabric of St Marks church.
<b>St George's Flowers</b>	The funds that hold donations and appeals specifically in support of the provision of flowers (notably Easter and Christmas) at St. George's churches.
<b>St George's churchyard</b>	Maintenance of the churchyard at St George's church
<b>Parenting Course</b>	The fund that holds donations and appeals specifically in support of the Parenting Course formerly run by the Families Matter Co-ordinator
<b>Newcomb Poor Fund</b>	A fund that holds the Vicar's discretionary fund, monies available for the Vicar to distribute as they see fit
<b>Parish choir</b>	A fund to hold monies for parish choir resources.
<b>Friday Night Games</b>	For equipment or running costs for this fortnightly all-age meeting
<b>Clothing Giveaway</b>	For any expenditure to support this free clothing exchange
<b>Collections for other charities</b>	Collections in church for charities approved by the PCC; to be paid away shortly
<b>Cost of living fund</b>	A donation from the Hale Community Centre to help hard-up families.

