

Church of England, Diocese of Guildford  
ST MARY THE VIRGIN, SHALFORD  
with St Michael's, Peasmarsh

# Annual Reports & Accounts 2017

of the Parochial Church Council

Charity no: 1128468

[www.stmary-shalford.org.uk](http://www.stmary-shalford.org.uk)

# Contents

Agenda for the Annual Parochial Church Meeting	3
Agenda for the Annual Meeting of Parishioners	3
Minutes of the Annual Parochial Church Meeting 2017	4
Minutes of the Annual Meeting of Parishioners 2017	9
The Vicar's Report	10
Churchwardens' Reports	11
Reports from Groups	13

**Agenda for the Annual Parochial Church Meeting  
St Mary the Virgin, Shalford  
Sunday 15th April 2018**

1. Opening Prayers
2. Apologies for Absence
3. Minutes of the APCM held on 30<sup>th</sup> April 2017
4. Matters Arising from Minutes
5. Vicar's Report
6. Financial Report
7. Fabric Report
8. Electoral Roll Report
9. Election of PCC Members
10. Report of Proceedings of PCC in 2017
11. Report of Proceedings of Deanery Synod
12. Appointment of Sidesmen & Women
13. Appointment of Auditor
14. Reports from Groups
15. Questions

**Agenda for the Annual Meeting of Parishioners  
St Mary the Virgin, Shalford  
Sunday 15<sup>th</sup> April 2018**

1. Minutes of Annual Meeting 2017
2. Notification of Nominations and Election of Churchwardens for 2018/19
3. Closing Prayers

# **Minutes of the Annual Parochial Church Meeting Held at St Mary the Virgin, Shalford On Sunday, 30th April 2017 at 11.25 a.m.**

Present: Rev John Cruse (Chairman)  
Andy Jenkins (Churchwarden)  
Geoff Comley (Deputy Churchwarden Peasmarsh)  
Naomi Fraser (Honorary Secretary)  
And 26 other parishioners

- 1.** The vicar opened the meeting with prayer.
- 2. Apologies for absence**  
Mary Bowman, Anneli Lowe, Sam Perkins, Nigel Tyler, Christine Ward, Sue Wilbraham.
- 3. Minutes of the APCM held on 10<sup>th</sup> April 2016**  
The minutes of the Annual Parochial Church Meeting held on 10<sup>th</sup> April 2016 had already been distributed. There were no amendments. Ellen Hallam proposed that they be accepted as a true record. Jane Wetherall seconded. All were in favour.
- 4. Matters Arising from the Minutes**  
None.
- 5. Vicar's Report**  
John urged people not to be afraid of letting others know how much we help the local community, e.g. donating to the Guildford food banks, contributing to the work of Fair Trade through our Global Connect group and involvement in the Guildford/Mukono link, also helping with the Mother and Toddler group (who are looking into the possibility of hiring our church space). The Lunch Club, Stroke Club and Pre-School all have church connections, and our weekly C3 coffee morning attracts both church- and non-churchgoers from the village. This is all part of the life of the church; the people are the church, not the building. John said so many people have opinions about Christianity, and the media often get it wrong. If we hear something that is wrong, we should try to correct it. We are more broadminded than many people think and there are often misunderstandings.

In the Treasurer's absence because of illness, John said he would combine his report with the financial one, and referred the meeting to Nigel's financial summary. Our total income in the Unrestricted General Fund for 2016 was £92,551 and our total expenditure was £105,834. He said it was important that we all face up to the reality of these figures. We always have to rely on legacies and one-off donations, which are unpredictable, to ensure that we pay off our debt to the Diocese at the

end of each year. Without extra income we will have to raid our reserves year on year, which is a position that cannot be sustained. John explained again the details of how our Parish Share is spent and said the Diocese depends on our paying the full amount. Many parishes have to rely on non-stipendiary or retired clergy in order to afford their bills. Lettings fees bring in a reasonable amount, as do parish magazine advertising sales, but we all need to think seriously about increasing our personal giving as well as giving consideration to leaving a legacy to the church in our wills. John thanked Nigel in his absence for his work throughout the year and all the preparation he has done for the Annual Report.

John went on to refer to his written report which explains that, as part of the Diocesan "Transforming Church, Transforming Lives" initiative, all churches are being asked to send a considered Church Development Plan to the Diocese. There are 12 goals outlined in this initiative, but churches are not expected to achieve all of them. The PCC has been discussing this issue and details are fully outlined in his report. These discussions will help us to focus on what we need to think about for our plan, but John stressed that all congregation members should feel involved and not just the PCC.

Ellen has worked hard producing easily accessible church service sheets. We will have a stall at the Shalford Summer Fete publicising who we are and what we do. We are continuing to work with the Mother and Toddler group who may be able to use our church space for their sessions. We have applied for a faculty to remove the redundant organ console and pipes and this will give us space in the west gallery for storage and other uses.

Suggestions were made for improving our communication with the local community, e.g. using social media more, such as facebook and twitter. Website links already exist, but Ellen will look at doing more.

**6. Financial Report** – Included above.

**7. Fabric Report**

Andy stressed that as much as possible of the day-to-day maintenance at both St Mary's and St Michael's is done "in-house" (i.e. by either Andy or Geoff) to save costs. At present there are no major problems and all buildings are in good condition. Our Quinquennial Inspection is due next year and hopefully by the time of the next Annual Report he will be able to give details of how the removal of the organ pipes has liberated valuable space in the west gallery for the church to use in a variety of ways.

Andy paid tribute to John for all he does and to Nigel for keeping a close rein on our finances. He said that there are about 48 church meetings of various types every Sunday morning in the Guildford area. Many use other community facilities for their services and therefore do not have the regular upkeep costs that an established church does.

Questions were asked:

- Could the church be advertised as a venue for one-off events/celebrations to raise funds? This is difficult because we do not have a paid caretaker.
- Will we be able to re-coup some of the expense of removing the organ pipes by selling them? We hope to sell both organ parts and pipes.

## **8. Electoral Roll Report**

Mary Pain reported that there are currently 107 people on the Electoral Roll. A copy is displayed in the church porch. Thanks to Mary for her diligence in keeping the Roll up to date.

## **9. Election of PCC members and Deanery Synod members**

Three PCC members are retiring this year: Roger Batchelor, John Simpson and Sue Wilbraham. Thanks to them for their service. Three nominations have been received:

<b>Mary Bowman:</b>	Proposed by Naomi Fraser	Seconded by Val Helliwell
<b>Helen Cleall:</b>	Proposed by Andrew Jenkins	Seconded by Charles Caldow
<b>Joanna Houstoun:</b>	Proposed by Val Helliwell	Seconded by Andrew Jenkins

All were in favour of the nominations.

Bill Ward agreed to stand again for a further three years as a Deanery Synod representative. Ann Thomas retired after three years' service. Thanks were given to both

Two nominations received:

<b>Janice Cruse:</b>	Proposed by Sue Wilbraham	Seconded by Val Helliwell
<b>Bill Ward:</b>	Proposed by Euan Houstoun	Seconded by Rob Helliwell

All were in favour of the nominations.

## **10. Report of Proceedings of PCC in 2016**

Naomi reported that the PCC committee met six times during 2016. Regular reports were received from our Deanery Synod representatives, the Global Connect Group, our Children and Families' Organiser, our Churchwardens for both St Mary's and St Michael's and of course both written and oral financial reports from our Treasurer, Nigel Tyler. Nigel also kept us informed about the current requirements of the Charity Commission. We were kept up to date by Sally Schupke regarding the negotiations with Thames Water and Guildford Borough Council over our request for provision for access to our potential car park.

Matters discussed in 2016 included:

- Finalising details of the new sound system in church.
- Legal requirements relating to Peasmarsh Trustees.
- The need to attract more families and young people to our services.
- Safeguarding children and vulnerable adults. We renewed the appointment of our Parish Safeguarding Officer, Jane Wetherall.
- Prior to the Archdeacon and Rural Dean's visit in July 2016 the committee discussed and completed a detailed questionnaire on the "health" of our church – this is reproduced in the Annual Report.
- We continued to press the diocese for permission to remove the redundant pipe organ.
- In September, we discussed at length Bishop Andrew's revised Diocesan Mission Strategy – "Transforming Church, Transforming Lives" – and our own Church Development Plan. This will continue to be on our agendas for the foreseeable future.

#### **11. Report of Proceedings of Deanery Synod**

Bill Ward urged new people to come forward to represent St Mary's at Deanery Synod. There are usually three meetings a year and issues discussed are varied and relevant to our Christian mission. For example, Ann Thomas said that among the topics last year was the Christian aspect of the Referendum, also practical ways in which the church can help disadvantaged members of our local community.

It was suggested that church members be encouraged to attend Deanery Synod meetings occasionally to observe and find out more.

#### **12. Appointment of Sidesmen & Women (Welcomers)**

Andy Jenkins thanked all the Welcomers for their commitment, particularly at the major festivals of Christmas and Easter which are always very busy. He proposed that the rotas for these positions continue to be organised by the Churchwardens, without the need for formal elections. Jane Wetherall seconded. All were in favour.

#### **13. Appointment of Auditor**

John Cruse proposed that Brayne, Williams and Barnard be re-appointed as examiners of our financial accounts. Ann Thomas seconded. All were in favour.

#### **14. Report from Groups**

The Annual Report gives details of news from the church groups which are many and varied. Jane Wetherall thanked the cleaning team and reminded everyone that when the west gallery is opened up there will be more cleaning to be done, and therefore more cleaners are needed for the rota. It was suggested that groups could be charged a little more to help cover cleaning costs, but Jane did not feel it would be practical to employ a cleaner specifically after each group's use. However, it was agreed that fees should be looked at.

Jenny Davies asked people to consider coming along to C3 on a Wednesday morning, which is lively and enjoyable.

#### **15. Questions**

There were no questions, but thanks were given to Andy and Geoff for all the maintenance work that they do, and thanks to the Secretary for her minutes and admin.

The meeting closed at 12.30 p.m.

Approved

Chairman

Date

# Minutes of the Annual Meeting of Parishioners

**Held in St Mary the Virgin, Shalford,  
On Sunday, 30th April 2017, at 12.30 p.m.**

The Rev John Cruse was in the chair and welcomed everyone. He explained that the purpose of the Parishioners' Meeting was to elect the Churchwardens for the forthcoming year. John reminded the meeting that to vote you must either live within the bounds of the parish of Shalford, or be on the church Electoral Roll.

John thanked Val Helliwell for continuing as Churchwarden until July 31<sup>st</sup> 2016 and also thanked her and Rob for all that they do. He thanked Andy Jenkins for carrying on alone since then and paid tribute to the enormous amount of work that he does for the church. He reminded the meeting that Churchwardens are elected for one year at a time only.

## **1. Minutes of Annual Meeting held on 10<sup>th</sup> April 2016**

No amendments. Sheila Pickering proposed they be accepted.  
David Davies seconded. All were in favour.

## **2. Notification of Nominations and Election of Churchwardens for 2017/18**

	<b><u>Proposer</u></b>	<b><u>Secunder</u></b>
Andy Jenkins	Jane Wetherall	Naomi Fraser
Sally Schupke	Maurice Moss	Judith Moss

All were in favour.

John thanked Sally for volunteering to stand as Churchwarden and warmly welcomed her.

John acknowledged the work that many people do sharing the tasks of the church and urged everyone to pray for all those who take on the responsibility of office.

The meeting concluded with prayers at 12.45 p.m.

Approved

Chairman

Date

# VICAR'S REPORT

It was good to see so many of our 54 volunteers (readers, intercession leaders, welcomers, chalice assistants, Evening Prayer leaders, choir members, cleaners, bellringers.....) at our recent drinks reception in S. Mary's. The churchwardens & I are as ever indebted to you all for what you do. But there are roles often more difficult to fill; this year we will have several vacancies on the PCC and Andy Jenkins is stepping down after his three years as a Churchwarden. I will be referring more to this at the APCM itself.

Another concern is our ongoing financial future; Nigel has written about our situation in the introduction to the accounts, but I would like to stress his comments that we need to ensure contributions from regular giving continue to keep pace with inflation and a bit more; reliance on legacies (however welcome) is only a stop-gap measure if we have to keep dipping into our reserves year on year.

But not all is doom and gloom. The evening referred to above is a sign that many people value the Church and what we try to do here. C3 goes from strength to strength, the schools continue to come to S. Mary's, we are still welcomed in nursing homes and people's houses; we continue to provide time and space for the big moments in people's lives – births, marriages & deaths, all that a parish Church should be. I am very grateful to all congregation members, at 8, 10 or at Evening Prayer, for your continued presence, support and prayers as we continue in our joint work, inside the church and within our communities, to show others the love of God in Christ for every one of our neighbours.

You can read more about our activities during 2017 elsewhere in this Annual Report. We look forward to seeing as many of you as possible on April 15th.

*John Cruse*

Vicar

# CHURCHWARDENS REPORT

This has been a year where we have made a commitment to look at how we can move forward with what we have here in Shalford, to take a good look at who we are and what we are able to offer at St Marys, as being a church also a hired community space throws up a good deal of issues, primarily with the aspects of Safeguarding, and Health and Safety.

It is a reflection on the lives we live that we are obliged to carry out changes in what we provide for people who use our building and so there has been a need to "clean, clear, and secure". Churches seem to be magnets that collect stuff over time, and it has been cathartic to go through cupboards and clear out items that we are no longer required to have, and no longer use. The kitchen was a particular area in which we had to achieve a balance, as practices that may be fine at home are no longer acceptable in a space that is hired out to the public. Due to a great deal of hard work by Jane Wetherall, Sally Schupke, and the Vicar, we have now a space that we can now hire out without any concern. Thanks to all who continue to maintain this space to the standard needed.

Constant maintenance of the building continues, with the annual servicing of heating, lighting, and all the other standard systems that give us a warm, light, and comfortable building to be in. I have tried to pre-empt any issues, but always expect the unexpected, as highlighted when we had a fall of plaster from under the balcony one evening in September. I hope that we have a positive and inexpensive Quinquennial Inspection when our architect visits us in May to check on the condition of the building. We have been able to move forward with two major projects that seem to have been a long term stumbling block. After what seems an eternity, we were finally able to achieve the right of easement to enable the construction of the entrance of a car park at the rear of the church via land shared with Thames Water. The work to open up the wall has been completed, and now we can enter phase two of the project, giving us a dedicated car park for a dozen vehicles, especially helpful when we have funerals, weddings, or social events. We were also granted a faculty to remove our old pipe organ, which after many years of service, had finally degraded to such a state that any repair was financially unachievable. The works will eventually enable the parish office to return to the church, and the additional space will be developed to enable growth for the future.

Balancing full time employment and also needing to be available for churchwarden duties during the week has always given me difficulties, so it has been a pleasure to have Sally Schupke as Warden with me, bringing a breath of fresh air, but also experience, having served in the role in the past. Ellen Hallam runs the Parish Office, and keeps us all in order with clinical efficiency.

Finally, I always intended to serve as warden for a maximum of three years, and as I now step down from the role, I should like to say thank you for all of your support. I have enjoyed it and it has given me insight into the day to day running of a church, with all of the pleasures and frustrations this can bring. I

am not going to name names, but I thank all of you who give your time and talents to keep St Marys operational and pointing in the right direction. I thank Janice, and particularly our Vicar John for all you have done to help me through these last three years. Finally, I thank my wife Katrina, for all her support.

*Andy Jenkins*

Churchwarden

## **ST MICHAEL'S PEASMARSH**

2017 was again a year of maintenance. The water heater had to be replaced in the church hall. A number of nylon curtain tracks, needed to be replaced, this we did with wooden poles which are more robust and easier to open & close. As other nylon curtain track breaks/needs replacement we will do it with the wooden poles.. All the windows in the hall have now been painted just leaving the kitchen and WC to do. In the Church a heater plug needed to be replaced. Thanks must go to Keith (our caretaker) for keeping the hall clean and tidy. Our spring sale which is held each year was successful and the money raised was shared with a local charity.

We continued to have evening services throughout the summer months plus our special services for Harvest, Christmas etc. Thanks to John and Janice who lead our services. Also thanks to Ellen Hallam and Ros Comley for preparing the church ready for our services. Thanks too go to our youngsters from the village who read so well for most of our special services.

*Geoff Comley*

Deputy Churchwarden

## **PASTORAL ASSISTANTS**

Those who read these reports will probably know that in this parish we have two Pastoral Assistants, but you may not know what we do, or whether we are necessary, especially in a small friendly parish where people do tend to keep an eye out for neighbours. As 'official' representatives of the church, we have undertaken training run by the diocese, and culminating in a service of recognition in the Cathedral. The training we receive in this diocese covers many aspects of our faith and some bible study. It allows us to take previously consecrated sacraments to parishioners when there are no clergy available, to conduct non Eucharistic services, and in some parishes PAs do take funeral services. The training includes the inevitable safe guarding, as well as some insight into the liturgy of the Church of England. We found that meeting other PAs and hearing about their parishes during the year of training, and additionally at on-going trainings when we are updated and refreshed has always been interesting and useful.

It is rewarding to liaise with John and help with visiting, services at Ashley House and Sunrise, as well as evening prayer. All Laity can undertake these duties, but it is good to have two names in the staff list who will be available when needed.

It would be excellent if one or two others could talk to John, and think about joining the team, so that when we retire there will be others to take over.

*Sheila Pickering and Val Helliwell*

## **CHILDREN AND FAMILIES**

We have continued to run Messy Church all-age sessions over 2017-18. Our first ever 'Messy Christmas' was very successful and a recent Messy Church in March was well attended and very enjoyable for all who came along. The Nativity play which takes place during the Crib Service on Christmas Eve was once again extremely well attended by families from the village, and we were absolutely delighted to have 28 children, of varying ages from 1-14 years, taking part and delivering the Christmas message - our highest number of participants to date!

*Sam Perkins*

## **CHOIR**

We are pleased to report another positive year for the church choir. Numbers are a little up, so making our sound that bit fuller and good to listen to. We are fortunate to have very loyal members who can be relied on for rehearsals and services.

2017 has also had its sadness, losing too many of our regular congregation and loved ones. A sad fact of life that none of us go on forever.

Alongside the hymns, we sing an anthem during communion for each Sung Eucharist with extra pieces added as needed for festivals and occasions. The Carol Service was well received, with a broad selection of carols through the centuries. We had some very positive feedback on our calypso number with percussion.

We look forward to embracing the new service routine this year; enjoying keeping our congregation entertained.

*Liz van Eykenhof*

Director of Music

## **BELL RINGERS**

Shalford Bell Ringers continue to practise regularly on Monday evenings, and ring for most Sunday services. There are only five regular members of the band, but guided by Sally Schupke, tower captain, and with the help of other local ringers, we endeavour to maintain our ringing standard. At least three guest ringers are required to ring for weddings, so that all eight bells can ring, but this we usually achieve.

The maintenance of Shalford bells is overseen by our steeple keeper Dave Hester, and they continue to be in demand with visiting groups as a well maintained and tuneful ring of eight. In 2017 we had nine groups of visiting ringers, took part in the district quarter peal weekend as usual, and also hosted the Guildford District nomination meeting in November.

*Sue Saunders*

# GLOBAL CONNECT GROUP

Members: Rev John Cruse, Joanna Houstoun, Mary Bowman, Naomi Fraser, Sue Wilbraham (Chairman)

Group members have changed over the past year, but our links continue:-

- **The Guildford/Mukono Uganda link** is progressing well, we continue to fund projects at Lutengo Secondary School from additional Fairtrade profits ie, firstly, impoverished producers receive a fair income from our sales and secondly we amass a small amount of money which we have decided to spend on further school improvements at Lutengo United. A Guildford group will be making a visit to Mukono this November.
- **Fairtrade – Traidcraft** We continue to be a fairly traded Church and, as such, endeavour to serve fairly traded refreshments whenever possible and have Traidcraft Fairtrade goods for sale once a month. There is a Fairtrade stall on Guildford`s monthly Farmers` Market supported by Guildford Borough Council.
- **Knit for Peace project** – Naomi and Mary have started this project in response to pleas from the London-based charity for any knitted goods to be passed onto others. Joyce Davies had a successful knitting group meeting one evening a week and the GC Committee decided in her honour to try and begin a daytime group. Meeting on a Wednesday morning at the same time as C3, numbers of knitters are increasing and enjoying the coffee, cake, company and conversation as well – C4!! There should be more details in April`s Shalford Magazine, or contact anyone in the GC group. We learn from a recent newspaper article that the knitting hobby is as relaxing as yoga, distracts from chronic pain and can boost a person`s wellbeing – come and join us on Wednesdays from 10.30 in church!
- **The Church Urban Fund** – we shall be hearing more of this national charity in the near future, as we are to renew our link with it.
- **Guildford/Freiburg Churches` Link** – this successful UK/German link continues with a visit from Freiburg guests in 2017 to be followed by a return visit to the southern German city next year.

*Sue Wilbraham*

# SAFEGUARDING WITHIN OUR CHURCH

Safeguarding of everyone who enters our church is a regular item on our PCC agendas, and those of you who take time to read the minutes will see the discussions we have had. We particularly look out for children and vulnerable adults, but we do aim to ensure the safety of everyone.

All PCC members are encouraged to attend study days/discussions if they would like to and there is on-line training available, which a number of members have done, and now hold appropriate certificates.

Safeguarding these days is a matter taken very seriously and covers areas such as Domestic Abuse, Violence, Coercion, Sexual Abuse, Cyber Abuse and Emotional Abuse, to name but a few, but any form of abuse is covered.

Safeguarding is **YOUR** responsibility. If you see or suspect anything, no matter how trivial it may seem, bring it to attention by telling me, the vicar, pastoral assistants, church wardens, anyone, and we will follow it up from there. It may turn out to be something of no concern, but if it is not followed up we won't know. If it is something of concern, then there is a substantial team within the dioceses, extremely highly trained, who can deal with it.

Remember, our church is an inclusive church, we do not close our doors to anyone, whatever their circumstances may be.

Be vigilant but be warm and welcoming. Those that have been abused need much help and support – but the abusers need that same help and support and as Christians, we are here to help them too.

*Jane Wetherall*

Safeguarding Officer

# CHURCH CLEANING

I would like to take this opportunity to thank everyone who helps to keep our church clean and in good condition. Our regular team of cleaners, who freely give of their time, turn up regularly to wash the floor of the church itself, kitchen, toilets and every other bit of washable floor. They clean toilets, wash sinks, wipe down cupboards, dust and vacuum. Even the padded chairs get a make-over every so often. The front porch is swept and tidied to enable everyone to come and enjoy the beauty of our church, which is a precious village asset.

In this coming year, instead of having the 'Clean Team' come in once a fortnight, I am going to draw up a rota for cleaning to be done weekly. We are now lucky enough to have regular bookings for the church space, which produces revenue that we desperately need, and I am sure you will agree that anyone paying to hire a space, any space, is entitled to have it clean and fit for purpose. So, if anyone else would be happy to join 'St Mary's No. 1 Cleaning Agency' do please get in contact with me (details below). We currently have eight teams of two people, so even cleaning weekly will not mean more than once every couple of months.

We currently only have one man on our team, and as we live in an age of equality, it would be encouraging to have men come to help.

*Jane Wetherall*

01483 560949

janewetherall@uwclub.net

**ST MARY'S SHALFORD****ANALYSIS OF RECEIPTS AND PAYMENTS****1 JANUARY TO 31 DECEMBER 2017**

	<b>Unrestricted General</b>	<b>Unrestricted Maintenance</b>	<b>Restricted New Build</b>	<b>Restricted Peasmarsh</b>	<b>Total</b>
	£	£		£	£
<b>Receipts</b>					
Envelope and loose plate collections	26,519			1,170	27,689
Standing orders	26,876		730		27,606
Other donations	6,569			432	7,001
Tax recovered on gift aid	14,897		183	160	15,240
Legacies	363,333				363,333
Grants	254				254
Concerts & Events	982				982
Lettings	3,940			1,680	5,620
Weddings, funerals & baptisms net of Diocese share	2,299				2,299
Magazine sales and adverts	7,168				7,168
Proceeds - Christmas Fair & Spring Sale	7,072				7,072
Bank interest	64				64
<b>Total income 1 January to 31 December 2017</b>	<b>459,973</b>	<b>0</b>	<b>913</b>	<b>3,442</b>	<b>464,328</b>

**Payments**

Parish share - Monthly payments of £4,500	54,000				54,000
Parish share - Balance due for 2017	19,247				19,247
Salary of parish administrator	5,832				5,832
Organist salary	4,340				4,340
Church insurance	2,812			878	3,690
Church utilities	3,707			745	4,452
Magazine expenses	3,486				3,486
Parish office expenses	2,185				2,185
Vicarage expenses	1,116				1,116
Donations - Christmas Fair & Spring Sale	6,102			195	6,297
New Build					0
Church Maintenance					0
Governance costs	600				600
Other	4,129			1,025	5,154
<b>Total payments 1 January to 31 December 2017</b>	<b>107,556</b>	<b>0</b>	<b>0</b>	<b>2,843</b>	<b>110,399</b>

**Profit 1 January to 31 December 2017**

<b>352,417</b>	<b>0</b>	<b>913</b>	<b>599</b>	<b>353,929</b>
----------------	----------	------------	------------	----------------

**FUND BALANCES**

	<b>Unrestricted General</b>	<b>Unrestricted Maintenance</b>	<b>Restricted New Build</b>	<b>Restricted Peasmarsh</b>	<b>Total</b>
	£	£		£	£
Balance as at 31 December 2016	61,840	10,435	21,253	5,132	98,660
Profit 1 January to 31 December 2017 (as above)	352,417	0	913	599	353,929
<b>Balance as at 31 December 2017</b>	<b>414,257</b>	<b>10,435</b>	<b>22,166</b>	<b>5,731</b>	<b>452,589</b>

**Notes**

1. Unrestricted general income of £459,973 includes the legacies of £363,333 and £12,000 from "one-off" donations.
2. Unrestricted general fund profit of £352,417 would have been a loss of £10,916, if the legacies were excluded.
3. Total due to the Diocese at 31 December 2017, for Parish Share, is £Nil.
4. The Parish share is payable to the Diocese and covers all salary and pension costs of our Vicar, upkeep of the vicarage and a contribution to the costs of running the Diocese and the wider Church of England.
5. Included in the unrestricted general fund balance at 31 December 2017 of £414,257 is £784 balance on the Choir Fund bank account, which was closed in November 2015. This balance was transferred to the Church bank account and is available for use by the Choir.

REGISTERED CHARITY NUMBER: 1128468

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 December 2017  
for**

**St Mary the Virgin, Shalford PCC**

Registered as The Parochial Church Council  
of the Ecclesiastical Parish of Shalford  
in the Diocese of Guildford

**Contents of the Financial Statements**  
**For the Year Ended 31 December 2017**

	<b>Page</b>
Report of the Trustees	1 to 4
Statement of Trustees Responsibilities	5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14

**Report of the Trustees  
For the Year Ended 31 December 2017**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2017. The trustees have adopted the provisions of 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 2015).

**REFERENCE AND ADMINISTRATIVE DETAILS**

St Mary the Virgin's Church is situated in The Street, Shalford and its daughter church, St Michael's, is in the neighbouring village of Peasmarsh. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Vicarage, East Shalford Lane, Shalford, Guildford GU4 8AE.

The PCC is registered with the Charity Commission (Charity number 1128468) under the name, The Parochial Church Council of the Ecclesiastical Parish of Shalford in the Diocese of Guildford, but is also known as Shalford PCC.

PCC members who have served from 1 January 2017 until the date of this report are:

<i>Incumbent:</i>	Reverend John Cruse*	Chairman
<i>Wardens:</i>	Andrew Jenkins* Sally Schupke*	Joint Vice Chairman Joint Vice Chairman (Elected April 2017)
<i>Ex Officio:</i>	Naomi Fraser* Nigel Tyler* Val Helliwell Sheila Pickering Geoff Comley*	Honorary Secretary Honorary Treasurer Pastoral Assistant Pastoral Assistant Deputy Churchwarden Peasmarsh
<i>Co-opted:</i>	Samantha Perkins	Families and Children's Representative
<i>Representatives on the Deanery Synod:</i>	Bill Ward Ann Thomas Janice Cruse	Retired April 2017 Elected April 2017
<i>Elected Members:</i>	Jan Barklem Roger Batchelor Helen Cleall Mary Bowman Jenny Davies Joanna Houstoun Anneli Lowe Mary Pain John Simpson Jane Wetherall Sue Wilbraham	Retired April 2017 Elected April 2017 Elected April 2017 Elected April 2017 Elected April 2017 Retired April 2017 Retired April 2017

\* Members of Standing Committee

**Independent Examiner**

Paul Williams  
Brayne, Williams & Barnard Limited  
Rosemount House, Rosemount Avenue,  
West Byfleet, Surrey, KT14 6LB

**Report of the Trustees (continued)**  
**For the Year Ended 31 December 2017**

**OBJECTIVES OF THE PAROCHIAL CHURCH COUNCIL**

The Parochial Church Council ("PCC") is a body corporate charged to "co-operate with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical". It must meet at least four times a year and has certain duties assigned to it, including setting and approving a budget and assisting the churchwardens in their stewardship of the church buildings and their contents by ensuring the Quinquennial Inspection is made and a report received (report received in 2013), insuring the Church and its contents, and acting as a channel of communication between the parish, the deanery and the diocese.

It is committed to enabling as many people as possible to worship at our Church and to become part of our parish community at St. Mary the Virgin. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish.

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. In particular, we try to enable people to live out their faith as part of our parish community through:

- Worship and prayer; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The method of appointment of members of the PCC is set out in the Church Representation Rules. All those who regularly attend are invited to register on the Electoral Roll and stand for election to the PCC.

The major risks to which the PCC is exposed have been reviewed and procedures have been established to manage these risks.

**ACHIEVEMENTS AND PERFORMANCE.**

Numbers attending worship in both churches in 2017 were roughly in line with those for the previous year. As a PCC, we continue to monitor changes in attendance and our patterns of worship to ensure we reach as many people in our community as possible.

In 2017 we had 81 regular attenders for our main Sunday services, of whom around 35 are under the age of 69. We also have 2 under 16s who regularly worship with us, as well as others at the monthly Worship4All services, Messy Church events and the Mothering Sunday, Nativity Play and other Christmas services. We regularly see numbers of people at Ashley House Nursing Home, Sunrise Senior Living at Peasmarsh, through Home Communion for the housebound, or when Shalford Infant School come to church for the Christmas, Easter & Harvest celebrations. At Easter we saw 172 people attending services with 101 receiving communion. At Christmas (including carol service, nativity play, midnight mass & Christmas morning) 656 people came with 121 receiving communion.

There were 8 baptisms, 2 weddings and 8 funerals in church throughout the year, with a further 12 at Shalford Cemetery, Guildford Crematorium or elsewhere. Our Electoral Roll currently stands at 104 members.

**Activities during the year.**

The PCC met six times during 2017, receiving minutes of the intervening meetings of the Standing Committee. Reports were received at each meeting about the meetings of Deanery Synod, Global Connect, Children's activities (e.g. Messy Church). Minutes of PCC meetings are posted in the church porch for parishioners to read.

**Report of the Trustees (continued)**  
**For the Year Ended 31 December 2017**

**PLANS FOR THE FUTURE**

In the report for 2016 we wrote: "During 2016 the PCC identified the urgent problem of an increasingly elderly congregation and the lack of children and younger members, with the implications this had for our finances now and in the next few years. We are still just about able to pay our way, albeit with a reduced Parish Share but the pinch may come soon without action being taken".

The same situation applied during 2017 when we again had to pay reduced monthly contributions towards the Parish Share of £73,247 that the diocese requested from us, which it needed to pay for its 300+ stipendiary clergy, maintain Vicarages, cover costs for training new clergy, running Diocesan House &c; these diocesan costs came to £11.8million, of which 94% needs to come via Parish Share. Fortunately, we were able once again to make up the £19,247 shortfall at the end of the year from reserves. But this is not a position which can go on indefinitely without seriously damaging our long-term financial viability, especially as this year our Parish Share has risen by 3.9% to £76,105. We know times are tight, incomes (or pensions) are increasing minimally while prices are rising faster, but so are the prices we have to pay – for utilities, for candles, wine, wafers, for paper used in the office &c. &c. We stress again that **neither we nor the diocese** are in receipt of funds from "the Church of England", this mythical rich organisation that means the odd quid here or there is all that's needed in the plate.

We have had the great good fortune to receive several legacies, towards the end of 2017, which together dramatically improve our finances. Further details are included in the financial review below. We must, however, maintain and where possible improve our regular income, most of which comes from donations from our congregation. If we do not, even the windfall of these legacies will soon be fully utilised. As we do each year, the PCC ask you all to review, and where possible increase, your planned giving. If you wish to join the envelope scheme or set up a Standing Order, please contact our treasurer Nigel Tyler.

The PCC will continue to monitor all our activities and our finances and continue its work to support the Church's mission in our two villages and our contacts with both communities.

**FINANCIAL REVIEW**

**Unrestricted Funds**

The Unrestricted Funds, comprising a General Fund and a Maintenance Fund, are used to pay the running costs of the Church. These costs include the Parish Share which is payable to the Diocese and covers all salary and pension costs of our vicar, upkeep of the vicarage and a contribution to the running costs of the Diocese.

During 2017 our total income, excluding the legacies, was not sufficient for us to pay the full Parish Share of £73,247. Our monthly payments for Parish Share in 2017 totalled £54,000 for the year. The PCC agreed in its November 2017 meeting that we should pay the £19,247 shortfall to the Diocese in December 2017. Consequently, we have paid all Parish Share due at 31 December 2017.

Towards the end of 2017 we received three incredibly generous legacies, totalling £363,333, from the estates of Peter and Pamela Gates. We are extremely grateful for these legacies which transform the financial landscape of our Church. They will allow us to proceed with two capital projects. Firstly the construction of a car park at St Mary's on the site of the old Church hall; and secondly the provision of facilities at St Mary's so that we can move the Parish office from the vicarage to the Church. We are likely to receive final distributions from the estates of Peter and Pamela Gates sometime in 2018, but do not yet know the amounts involved. The balance on the General Fund at 31 December 2017 was £414,257.

**Report of the Trustees (continued)**  
**For the Year Ended 31 December 2017**

Our Parish Share has increased by 3.9% to £76,105 for 2018. The PCC agreed in its January 2018 meeting that we should increase our monthly payments to cover the 2018 Parish Share. The Church's regular income for 2018, excluding legacies and one-off donations, is likely to be some £25,000 less than the total cost of running the Church. This annual drain on our reserves, together with the costs of the capital projects, will make significant inroads into the legacies we have received. Consequently, it is imperative that we maintain, and where possible increase, the level of our regular income.

The balance on the Maintenance Fund was £10,435 at 31 December 2017. Repairs required to St Mary's Church, resulting from the Quinquennial inspection in 2018, are likely to use all the reserves in this fund.

**Restricted Funds**

The Church's Restricted Funds comprise the Funds of St Michael's, Peasmarsch and the balance of the New Community Centre Fund, which was set up for the re-ordering work that has been completed at St Mary's.

The Peasmarsch Fund increased slightly during the year and was £5,731 at 31 December 2017.

The New Community Centre Fund decreased slightly in 2017 and the cash balance on this fund was £22,166 at 31 December 2017. For accounts purposes, the Allen Digital Organ purchased in 2015 has been treated as a fixed asset or capital item. Consequently, the balance at 31 December 2017 on the New Community Centre Fund in the attached accounts is £30,566. This includes £8,400 for the Allen Digital Organ.

**Charitable Giving Outside the Parish**

In 2017 the PCC paid out donations totalling £6,297 (2016 - £6,736) to secular and religious charities supporting community projects.

**Reserves Policy**

The PCC has agreed to hold a minimum of three months expenditure, as a reserve in the Church's Unrestricted Funds. This reserve is to cover maintenance and other unforeseen expenditure.

**ON BEHALF OF THE TRUSTEES:**

.....  
Reverend John Cruse

.....  
Date

**Statement of Trustees Responsibilities  
For the Year Ended 31 December 2017**

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Independent Examiner's Report to the Trustees of  
St Mary the Virgin, Shalford PCC**

**Independent examiner's report to the trustees of St Mary the Virgin, Shalford PCC**

I report to the charity trustees on my examination of the accounts of St Mary the Virgin, Shalford PCC (the Charity) for the year ended 31 December 2017.

**Responsibilities and basis of report**

As the trustees of the Charity 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

P Williams  
Brayne, Williams & Barnard Limited  
Rosemount House  
Rosemount Avenue  
West Byfleet  
Surrey  
KT14 6LB

Date: .....

**Statement of Financial Activities  
for the year ended 31 December 2017**

	Notes	Unrestricted funds £	Restricted funds £	31.12.17 Total funds £	31.12.16 Total funds £
<b>INCOME AND ENDOWMENTS:</b>					
Donations and legacies	2	438,194	2,285	<b>440,479</b>	74,958
Other activities	3	8,054	390	<b>8,444</b>	9,155
Investments	4	64	-	<b>64</b>	415
Charitable activities	5	13,661	1,680	<b>15,341</b>	13,457
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>		<b>459,973</b>	<b>4,355</b>	<b>464,328</b>	97,985
<b>EXPENDITURE:</b>					
Charitable activities	6	107,556	4,043	<b>111,599</b>	134,694
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>		<b>107,556</b>	<b>4,043</b>	<b>111,599</b>	134,694
<b>NET INCOME/(EXPENDITURE)</b>		<b>352,417</b>	<b>312</b>	<b>352,729</b>	(36,709)
<b>RECONCILIATION OF FUNDS:</b>					
<b>Total funds brought forward</b>		<b>72,275</b>	<b>35,985</b>	<b>108,260</b>	144,969
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>424,692</u></b>	<b><u>36,297</u></b>	<b><u>460,989</u></b>	<b><u>108,260</u></b>

All income and expenditure derive from continuing activities.

The notes form part of these financial statements

**Balance Sheet**  
**At 31 December 2017**

				31.12.17	31.12.16
Notes	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £	Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	-	8,400	8,400	9,600
<b>CURRENT ASSETS</b>					
Debtors	11	10,806	-	10,806	9,935
Cash at bank and in hand		416,520	28,051	444,571	92,054
<b>Total current assets</b>		<b>427,326</b>	<b>28,051</b>	<b>455,377</b>	101,989
<b>CREDITORS</b>					
Amounts falling due within one year	12	2,634	154	2,788	3,329
<b>NET CURRENT ASSETS</b>		<b>424,692</b>	<b>27,897</b>	<b>452,589</b>	98,660
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>424,692</b>	<b>36,297</b>	<b>460,989</b>	108,260
<b>NET ASSETS</b>		<b>424,692</b>	<b>36,297</b>	<b>460,989</b>	108,260
<b>THE FUNDS OF THE CHARITY:</b>	13				
Unrestricted funds				424,692	72,275
Restricted funds				36,297	35,985
<b>TOTAL CHARITY FUNDS</b>				<b>460,989</b>	108,260

The notes form part of these financial statements

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Reverend John Cruse

**Notes to the Financial Statements  
for the year ended 31 December 2017**

**1 ACCOUNTING POLICIES**

**General information and basis of preparation**

The Parochial Church Council of the Ecclesiastical Parish of Shalford in the Diocese of Guildford is an unincorporated charity in England.

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention. They have been prepared in accordance with applicable United Kingdom accounting standards, the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015), the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Restricted funds**

Restricted funds represent:

- Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and
- Donations or grants received for a specific object or invited by the PCC for a specific object.

The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Where the capital is restricted, but the income generated thereon is not, the capital balance is shown within restricted funds and the income within unrestricted funds.

**Unrestricted funds**

Unrestricted funds are general funds which can be used for PCC ordinary purposes. Designated funds are funds set aside out of the unrestricted funds for future work.

**Income recognition**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable.

**Notes to the Financial Statements  
for the year ended 31 December 2017**

**Expenditure recognition**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. All other expenditure is generally recognised when it is incurred and is accounted for gross of VAT.

**Tangible fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

a. Other land and buildings

St. Michael's Church at Peasmarsh is held on a lease at a peppercorn rent, subject only to the Church being used for regular worship. If the services end, the land and buildings revert to the freeholder. The buildings cannot be sold and are, in that sense, inalienable. All expenditure incurred during the year on these buildings and movable furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

b. Other fixtures, fittings and office equipment

Equipment used within the Church premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of £5,000 or less are written off when the asset is acquired.

**Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**Cash and cash equivalents**

Cash and cash equivalents include cash in hand and cash deposits with financial institutions that are readily convertible to known amounts of cash with insignificant risk of change in value.

**Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised costs using the effective interest method.

**Notes to the Financial Statements  
for the Year Ended 31 December 2017**

**2 DONATIONS AND LEGACIES**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
Planned giving:				
Gift Aid	58,894	1,370	60,264	57,019
Tax recovered	14,897	343	15,240	14,671
Other planned giving	1,070	572	1,642	3,268
Legacies	363,333	-	363,333	-
	<b>438,194</b>	<b>2,285</b>	<b>440,479</b>	<b>74,958</b>

**Legacies**

The legacies of £363,333 comprise three incredibly generous payments, from the estates of Peter and Pamela Gates, that were received towards the end of 2017. We are likely to receive final distributions from these estates sometime in 2018, but do not yet know the amounts involved. Consequently no income from these likely final distributions has been included in these accounts.

**3 OTHER ACTIVITIES**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
Concerts and events	982	390	1,372	1,775
Charity Fair	7,072	-	7,072	7,380
	<b>8,054</b>	<b>390</b>	<b>8,444</b>	<b>9,155</b>

**4 INCOME FROM INVESTMENTS**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
Interest	64	-	64	415
	<b>64</b>	<b>-</b>	<b>64</b>	<b>415</b>

**5 INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
<b>Church activities</b>				
Church/hall lettings	3,940	1,680	5,620	5,020
Magazine subscription	1,841	-	1,841	2,049
Magazine advertising	5,327	-	5,327	4,380
Fees	2,299	-	2,299	2,008
Recovery of VAT	254	-	254	-
	<b>13,661</b>	<b>1,680</b>	<b>15,341</b>	<b>13,457</b>

**Notes to the Financial Statements  
for the Year Ended 31 December 2017**

**6 CHARITABLE ACTIVITIES**

	<b>Activities undertaken directly £</b>	<b>Grant funding of activities £</b>	<b>Support costs £</b>	<b>31.12.17 £</b>	<b>31.12.16 £</b>
Church activities	101,216	-	3,486	<b>104,702</b>	127,358
Religious and secular charities	-	6,297	-	<b>6,297</b>	6,736
Governance costs	-	-	600	<b>600</b>	600
	<b>101,216</b>	<b>6,297</b>	<b>4,086</b>	<b>111,599</b>	<b>134,694</b>

**Church activities**

Included within Church activities of £101,216 is £73,247 for the Diocesan Parish Share. The Parish Share is payable to the Diocese and is legally a voluntary grant. The monthly payments of Parish Share in 2017 totalled £54,000 which was £19,247 short of the full Parish Share of £73,247. This shortfall of £19,247 was paid to the Diocese in December 2017 and consequently at 31 December 2017 there was no debt due to the Diocese for Parish Share.

**7 GOVERNANCE COSTS**

	<b>Unrestricted fund £</b>	<b>Restricted fund £</b>	<b>31.12.17 £</b>	<b>31.12.16 £</b>
Examiner's Fee	600	-	<b>600</b>	600
Total	<b>600</b>	<b>-</b>	<b>600</b>	<b>600</b>

**8 TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND EXPENSES**

No remuneration or benefits were paid to trustees for the years ended 31 December 2017 or 31 December 2016.

**Trustees' expenses**

During the year the PCC paid visiting ministers £39 (2016 - £143) and paid trustees of the PCC £420 (2016 - £279) as reimbursement of expenses incurred by them on behalf of the PCC.

**9 STAFF COSTS AND EMPLOYEE BENEFITS**

The average monthly number of employees during the year was 2 (2016: 2).

**Notes to the Financial Statements  
for the Year Ended 31 December 2017**

**10 TANGIBLE FIXED ASSETS**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
Cost: At 1 January 2017	-	12,355	<b>12,355</b>	12,355
Depreciation:				
At 1 January 2017	-	(2,755)	<b>(2,755)</b>	(1,555)
Charge for the year	-	(1,200)	<b>(1,200)</b>	(1,200)
Net book value	<u>-</u>	<u><b>8,400</b></u>	<u><b>8,400</b></u>	<u>9,600</u>

Fixed assets comprise the Allen Digital Organ purchased in 2015.

**11 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.17 £	31.12.16 £
Gift Aid	<b>10,806</b>	9,935
	<u><b>10,806</b></u>	<u>9,935</u>

**12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted fund £	Restricted fund £	31.12.17 £	31.12.16 £
Agency collections	-	154	<b>154</b>	695
Accounts payable	2,214	-	<b>2,214</b>	2,214
Taxation and social security	420	-	<b>420</b>	420
	<u><b>2,634</b></u>	<u><b>154</b></u>	<u><b>2,788</b></u>	<u>3,329</u>

**13 THE FUNDS OF THE CHARITY**

	At 1.1.17 £	Income £	Payments £	31.12.17 £
<b>Unrestricted Funds</b>				
General fund	61,840	459,973	(107,556)	414,257
Maintenance	10,435	-	-	10,435
	<u><b>72,275</b></u>	<u><b>459,973</b></u>	<u><b>(107,556)</b></u>	<u><b>424,692</b></u>
<b>Restricted Funds</b>				
New Community Centre	30,853	913	(1,200)	30,566
Peasmarsh	5,132	3,442	(2,843)	5,731
	<u><b>35,985</b></u>	<u><b>4,355</b></u>	<u><b>(4,043)</b></u>	<u><b>36,297</b></u>
<b>TOTAL FUNDS</b>	<u><b>108,260</b></u>	<u><b>464,328</b></u>	<u><b>(111,599)</b></u>	<u><b>460,989</b></u>

**14 RELATED PARTY DISCLOSURES**

There were no related party transactions during the years ended 31 December 2017 or 31 December 2016.

**Detailed Statement of Financial Activities  
for the year ended 31 December 2017**

<b>INCOME AND ENDOWMENTS</b>	<b>31.12.17</b>	31.12.16
	£	£
<b>Donations and legacies</b>		
Planned giving:		
Gift Aid	60,264	57,019
Tax recovered	15,240	14,671
Other planned giving	1,642	3,268
Legacies	<u>363,333</u>	-
	<u>440,479</u>	<u>74,958</u>
 <b>Other trading activities</b>		
Concerts and events	1,372	1,775
Charity Fair	<u>7,072</u>	<u>7,380</u>
	<u>8,444</u>	<u>9,155</u>
 <b>Investments</b>		
Interest	<u>64</u>	<u>415</u>
 <b>Charitable activities</b>		
Church/hall lettings	5,620	5,020
Magazine subscription	1,841	2,049
Magazine advertising	5,327	4,380
Fees	2,299	2,008
Recovery of VAT	<u>254</u>	-
	<u>15,341</u>	<u>13,457</u>
 <b>Total income and endowments</b>	<u>464,328</u>	<u>97,985</u>
 <b>EXPENDITURE</b>		
 <b>Charitable activities</b>		
<b>Support costs</b>		
Ministry :		
Diocesan parish share	73,247	86,763
Vicarage costs	1,116	1,129
Church running costs	13,296	15,782
Church maintenance costs	-	768
New Community Centre	-	6,636
Parish magazine costs	3,486	3,492
Parish office expenses	2,185	2,272
Organist & parish office salaries	10,172	9,316
Depreciation	1,200	1,200
<b>Grants</b>		
Religious and secular charities	6,297	6,736
<b>Governance costs</b>		
Examiner's fees	600	600
 <b>Total expenditure</b>	<u>111,599</u>	<u>134,694</u>
 <b>Net income/(expenditure)</b>	<u>352,729</u>	<u>(36,709)</u>

This page does not form part of the statutory financial statements