Registered charity number 1132035

St Peter's Church, Yateley

Annual Reports and Accounts Of the Parochial Church Council

Year Ended 31st December 2022

Contents

	Page
Reference and administrative information	2 - 3
Annual report	4 - 14
Statement of responsibilities of members of the PCC	15
Independent examiner's report	15
Statement of financial activities	16
Balance sheet	17
Notes to the financial statements	18-23

PAROCHIAL CHURCH COUNCIL OF ST PETER'S CHURCH, YATELEY

REFERENCE AND ADMINISTRATIVE INFORMATION

St Peter's is the Parish Church of Yateley, in the Diocese of Winchester within the Church of England.

Correspondence and administrative address:
St Peter's Parish Office, Chaddisbrook House, 101, Reading Road, Yateley. GU46 7LR.

PCC Membership January – April 2022

Churchwardens	Linda Hoskins	Ian Hutchinson (Vice Chairman)	
PCC Members	Trevor Aylen	Chris Cole	Rebekah Cole
	Sarah Cullen	Ranjan Emmanuel	Joyce Fisher
	Ian Hayes	Linda Hoskins	Ian Hutchinson
	John Moloney	Nick Norton	Sarah Quarterman
	Wendy Thompson	Desmond Thuambe	Nicky Thuambe
	Katie Urban	Janet Young	
Non-voting Attending	Mark Vernon	Maureen King	Roo Joyner
	Gill Weeks		
Deanery Synod	Chris Cole	John Moloney	
	Sarah Quarterman	Janet Young	

PCC Chair (Vicar)	Rev Tim Storey
Ex-officio	Rev Faith Bailey
PCC Secretary	Janet Young
Treasurer	Nick Norton

PCC Membership April – December 2022

Churchwardens	Linda Hoskins	Ian Hutchinson (Vice Chairman)	
PCC Members	Trevor Aylen	Rebekah Cole	Sarah Cullen
	Michael Duncalfe	Joyce Fisher	Ian Hayes
	Margaret Keane	Amy Lyburn	John Moloney
	Nick Norton	Lynn O'Mahony	Jess Unadkat
	Ranjan Emmanuel (until July 2022)		

Non-voting Attending	Maureen King	Gill Weeks
Deanery Synod	Chris Cole	Stuart Bailey
	Sarah Quarterman	Janet Young

PCC Chair (Vicar)	Rev Tim Storey
Ex-officio	Rev Sam Dinsmore (from July 2022)
	Rev Ranjan Emmanuel (from July 2022)
PCC Secretary	Janet Young
Treasurer	Nick Norton

Sub Committees and Chairs

Fabric	Ian Hutchinson
Finance	Sarah Quarterman
Mission	Ranjan Emmanuel
Safeguarding	Sarah Cullen
Health & Safety	Ian Hutchinson
Communications	Jess Unadkat
Business Board	Richard Quarterman
HR	Ian Hutchinson

Licensed Lay Ministers

Stuart Bailey	Ian Hayes	Ernie Ong
Peter Ridley	Katie Urban	

Advisors

Bankers	Lloyds Bank, 18 Prince of Wales Walk, Camberley, GU15 3SJ Natwest, 45 Park Street, Camberley, GU15 3PA
Independent Examiners	Chamberlains Chartered Accountants, Elm House, Tanshire Park, Shackleford Road, Elstead, Godalming, Surrey, GU8 6LB

Parochial Church Council of St Peter's Church, Yateley
Annual Report For The Year Ended 31 December 2022

The Parochial Church Council (PCC) of St Peter's, Yateley, presents its annual report for the year ended 31 December 2022, together with the accounts for the year.

The accounts have been prepared in accordance with the requirements of the Charities Act 1993, the Statement of Recommended Practice "Accounting and Reporting for Charities" (SORP 2005) issued by the Charity Commission, the Charities (Accounts and Reports) Regulations 2005 and the Church Accounting Regulations 2006.

Structure, Governance And Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. It is registered with the Charities Commission as a Charity, in accordance with the Charities Act 2006. The PCC has no related trusts or charities.

PCC appointments are made by election at the APCM. The process of appointment is set out by the Church Representation Rules. The Churchwardens are ex-officio members of the PCC and are elected at the Annual Parish Meeting. The PCC members hold responsibilities including health and safety, discrimination legislation, child protection and other legal obligations. Members are introduced to their responsibilities at the first meeting of the PCC following the Annual Meeting.

The PCC constitution includes the embodiment of a Standing Committee, whose responsibilities are to exercise any necessary PCC business between meetings. The Standing Committee constituted membership is: Vicar; Churchwardens; Treasurer, Secretary plus one elected member of the PCC.

The terms of all PCC Sub Committees are reviewed (as necessary) and agreed, and their membership is appointed annually by election at the first meeting of the PCC following the Annual Meeting.

A project to restructure the Management and Governance of St Peter's and its businesses began in February 2021 and was concluded in July 2022. Details are set out in the Church Office section below.

Financial Review and Reserves Policy

In 2022 the Church made a loss of £10,987 on general funds, as compared with a loss before exceptional items of £42,724 in 2021.Growth in Church income from increased giving exceeded growth in Church expenditure in 2022. Following the adverse impact of the COVID-19 lockdowns of the previous two years, takings from both Café 46 and the Discoveries shop started to return to more normal levels in 2022, which helped to reduce the overall loss for the year.

Both businesses continue to be valuable resources for use by the community and contribute significantly to Church funds and help to repay loans taken out in connection with the extension and refurbishment works. These loans totalled £174,474 (2021: £215,758) at the year-end, including a £10,000 loan from a member of the congregation (2021: £10,000).

Following a review in 2022 in the context of the business strategy review, St Peter's policy is to hold an amount equal to up to 3 months operational costs in reserve, depending on the nature of those costs. Taking into account designated funds, sufficient reserves were held in line with this policy at the end of 2022 and the position is monitored closely on a regular basis.

Risk Management

The PCC recognises its responsibility for managing risk and ensuring best practice and conformity to legal obligations in all areas of church life, including: physical risks to the health and safety of employees, volunteers and users; financial risks through commercial activity; the dilapidation of buildings; personnel issues including the loss of people with key skills; and the safeguarding of children and other vulnerable people. A Financial Risk Register has been formed and is reviewed annually. Risks are always considered as part of the decision-making process according to their relevance, and measures are taken to mitigate risks through monitoring, training and regular review. The PCC has specific policies relating to these areas that are reviewed annually.

Safeguarding

St Peter's has a Safeguarding Policy which is posted in the Church and on the website, with a link on the home page. The policy was drawn up in accordance with Diocesan guidelines to cover all vulnerable members of St Peter's as well as those who visit. It is reviewed annually. A PCC Safeguarding Sub Committee meets every six months to ensure the policy is up to date and being applied appropriately and the Parish Safeguarding Officer monitors this on a continuous basis. The Safeguarding Officer throughout 2022 was Maureen King.

Health and Safety

The PCC ensures that relevant health and safety and employment law requirements are adhered to in all church buildings and by all church organisations. The Church Manager, Church Wardens, Vicar and a church member with specific professional experience in health and safety in the workplace, meet regularly to develop and monitor facilities and operating practices within them. Since May 2017, it is a PCC Sub Committee so progress toward best practice is reported directly to the PCC.

Objectives and Activities

The objectives and activities of St Peter's Yateley are for the benefit of the public, and the PCC has complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission guidance published in this respect.

The primary aim of the PCC is the promotion of the Gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC cooperates with the vicar in promoting in the parish, and wherever it has influence, the whole mission of the church, pastoral, evangelistic, social and ecumenical (see PCC (Powers) Measure 1956).

St Peter's, Yateley seeks to offer a wide range of worship services which are accessible to all and places where members of all ages can gather for corporate worship. On a typical Sunday, services are offered at the following times:

9am	**Traditional Worship**
10.30am	**Contemporary Worship**
7pm	**Informal Evening Worship**

A midweek service is also provided at 11am on Wednesday mornings.

Whilst corporate worship is an important focus for church life, the parish seeks to unite under its common purpose to serve the community of Yateley and live as an expression of the faith it holds under the Vision Statement for St Peter's to be a Church that is Rooted, Seeking and Reaching: Rooted in Word and Spirit, Seeking God in Prayer and Worship and Reaching out in the Presence and Love of Jesus. Church life, mission and ministry, is therefore not centred around particular congregations, but the life of St Peter's as a community pursuing its calling to express the Kingdom of God here, now and always.

Along with the objectives and aims stated above, fulfilling the Vision is laid out as the motivation and guiding force for the activities of the Church, its groups and individuals leading them.

Parochial Church Council of St Peter's Church, Yateley

The PCC met 11 times during 2022. Sub Committees, including the Standing Committee, met between these meetings and provided minutes. The PCC was chaired by the Incumbent.

Personnel

The clergy team of St Peter's consists of the vicar, Rev Tim Storey, who was licensed as Vicar of Yateley on 16th July 2020, Rev Sam Dinsmore and Rev Ranjan Emmanuel, both ordained on 3rd July 2022.

The community of St Peter's seeks to embrace all within the community of Yateley and, as such, has built a diverse and varied ministry over many years. Employment in Discoveries and Café 46 relies on the generous support of volunteers who bring a breadth of experience and talent to the workforce. The ministry of the Church, which oversees the businesses, also includes work across every age group and in every aspect of life, calling upon the time and energies of numerous dedicated people. The PCC would like to thank all who make these things possible, whether employed or voluntary, whether seen or making things happen behind the scenes. We seek to ensure that every single person is valued and appreciated.

The employment situation at the end of the year looked like this (with weekly hours – 40 if not stated):

Discoveries Charity Shop

Shop Manager:	Mrs Sue Harkins
Deputy Managers:	Mr Marcus Boxall (35 hours) and Mrs Claire Baker (20 hours)
Sales Assistant:	Bjanka Szabatka (20 hours)
Saturday Assistants:	Ms Khusbu Rai (7 hours), Ms Eva McLoughlin (4 hours) and Ms Leila-Rose Stokes (4 hours)

Café 46

Manager:	Mrs Jen Trevena
Deputy Manager:	Ms Malinda Gowen
Cafe Assistant:	Mrs Jackie Chandler (16 hours)
Kitchen Assistant:	Mrs Julie Gibbins (20 hours)
Saturday Assistants:	Mrs Linda Christou (11.5 hours), Ms Poppy Bourne (7 hours) and Mrs Lynne Simmons (4 hours)

Church Office

The Church Office has become an efficient hub enabling information to be received and disseminated using email, the Church website and social media.

The PCC Treasurer in 2022 was Nick Norton, who has daily monitored and managed financial matters in a voluntary role, based in the Office. The posting of financial data and processing payments and receipts was overseen by the Parish Administrator (January to August 2022) and, following the restructuring, the Office Manager (from August to December 2022). The Church's financial affairs have been properly and accurately looked after in 2022.

From January to July 2022, the Church Manager oversaw the office as well as oversight of the retail operation and its staff, in addition to Church operations. This post was made redundant, according to all appropriate and legal processes, in July 2022, when the role was redefined in line with the new structures put in place. The responsibilities were redistributed to the Business Managers, the Business Board, the Office Manager and, as of October 2022, a new role, Buildings and Facilities Manager.

The project to restructure the Management and Governance of St Peter's and its businesses began in February 2021 and was concluded in July 2022. The key aim of this, under the leadership of the Vicar, and involving widespread consultation, was to build structures that would allow separation in the way the Church and Businesses would think and act for the future. The businesses continue to play an important part in the "Reaching Out" aspect of the Vision, but have, in recent years, tended to become the focal point of the Church, especially (but inevitably) in the pandemic period. The result of this restructuring was:

- The removal of the Business Committee, being replaced by a Business Board, acting as a PCC Sub-Committee, to oversee the work of the Businesses, reporting to PCC quarterly.
- More responsibility given to the Managers of Discoveries and Café 46, with greater autonomy and influence over spending.
- Separation in the financial reporting of the Businesses (from the Church).

The role of the Parish Office had increasingly been to support the business administration (including financial records) and the increased autonomy of the managers resulted in changed requirements for the office. Further consultation led to the restructuring of office posts, in order to meet the revised needs.

The staffing structure for Church administration at the end of 2022 was:

Office Manager	Mrs Maureen King (35 hours)
Building and Facilities Manager	Mrs Katie Urban (10 hours)
Financial Control:	Mr Nick Norton (voluntary)
Communication & Administration Asst	Mrs Naomi Brown (10 hours)
Facilities Operative	Mr Stuart Harward (25 hours)

There are many voluntary leaders and workers who sustain the work of St Peter's in Yateley and beyond. This work includes ministry with children and in schools, youth work, support for the elderly, pastoral care for the sick and bereaved, debt advice, counselling, Café 46, Discoveries Charity shop, and many others, in every aspect of church life and ministry. Some of this work takes place through associated ministries, such as Cornerstone Counselling.

Church Schools and Families Pastors

The PCC appointed two Schools and Families Pastors in 2021, Roo Joyner (20 hours per week) and Gill Weeks (15 hours per week), with the brief to encourage and develop Church groups for children and the relationships with local schools. The appointments saw a significant increase in the work undertaken by St Peter's, including videos, an Easter garden, assemblies, RE contributions, church visits, involvement in Creation Care activities, 'Bible in a Day' activities at the Summer Fayre and much more. Roo Joyner resigned for personal reasons in May 2022 and the post remained unfilled for the rest of 2022.

Vision and Strategy

St Peter's Church is part of the Church of England Diocese of Winchester and is the Parish Church of Yateley. As a flourishing Christian community, we pursue the building of God's Kingdom that is "now" and here as well as promoting the promise and hope of its fulfilment in the World to come. We passionately believe that the Christian Faith, expressed in the Bible, is as vital and relevant today as it ever was and ever will be. Together, we seek to grow in understanding and experience of God; explore who we can become in relationship with God; and live as a blessing to each other, others and all of God's world. We seek to know Jesus and make him known and to live lives that are inspired, empowered and Gifted by the Holy Spirit.

Our Vision is for St Peter's to be a Church that is Rooted, Seeking and Reaching:

- Rooted in Word and Spirit
- Seeking God in Prayer and Worship
- Reaching out in the Presence and Love of Jesus

After the Covid Pandemic, 2022 was a year in which St Peter's sought to build in a more structured way, restarting some ministries which had been dormant for a while, starting some new ministries, dealing with some building works and seeing a number of one-off events.

Worship

- Service times were reorganised with the intention of providing diversity in style but common times of fellowship. This has not always been easy to achieve but progress was made.
- The 9.00am Congregational Group was established under the leadership of Ranjan Emmanuel and 2022 saw growth in numbers and engagement.
- The 10.30am Congregation has seen many new faces along with a few departures and the end of the year saw preparation for a new style in 2023.
- Deeper saw numbers decline over 2022, leading to plans for a reboot, with the name emPower, encompassing other aspects of ministry, in 2023.
- A new ministry, aimed for women, called "Called 2 Be" began in 2022 and has grown fast.
- The question of Streaming Services was considered and it was agreed that the pastoral benefits of streaming outweighed the minimal "cost" of doing so.
- Children's Work continued in 2022 with some new families and helpers. One Schools and Families Pastor left in May, with one remaining in post.
- The PCC approved the budget for a Youth Pastor and a candidate was identified and offered the post, but accepted another post at the last moment. The PCC still has this budgeted.
- New arrangements for the distribution in services of Communion were discussed and implemented, with an awareness that different ways would be required in the new context.
- An outdoor Pentecost Baptism service took place.

The Church Community

- A "St Peter's Church Weekend Away in Yateley" in May proved a great success with over 120 people attending Home Group Events, Teaching from Bishop Debbie, Community Work, a BBQ, a Barn Dance and a Celebration Service. This was aided by a visiting children's worker/magician/puppeteer who was greatly appreciated.
- A plan for Café Chaplaincy was considered and is moving towards being active.
- Concerts and events included a Quiz, Harvest Supper, a comedy evening with Andy Kind and a concert by Dogs Without Collars.
- Plans for a Warm Space, to begin in early 2023, addressing the cost of living and fuel crisis, were approved by PCC.
- The Creation Care Group was close to achieving the A Rocha Bronze Award by the end of 2022 and held several events including hosting an EcoFair and working closely with other groups in the area.
- A PCC Communications Group sub-committee was established and has begun to review all communications across the parish.
- A new Mission Committee structure was established, with giving committed to 10% of appropriate income, and agreeing four main Mission Partners.
- Christmas 2022 saw a return to large festival service attendances in St Peter's.

Buildings

- The Kitchen in Church was closed for a few weeks whilst essential work was completed to bring it up to standard.
- A number of incidents involving water ingress were addressed with repairs to Church roof drainage and involved the repair to the ceiling, particularly in the retro choir area.
- The PCC invested in a series of electronic controls to enable more efficient use of heating in the Church.
- The PCC agreed that the provision of an Accessible Toilet would be a priority for 2023. The budget did not allow sufficient funds to be available through PCC funding, but it is planned that an appeal and outside funding will enable the project to be completed.

Priorities

In November 2021, the PCC agreed the following priorities for 2022

1. Explore worship for families which is not on a Sunday
2. Look at what we provide for Youth
3. Build a women's ministry
4. Provide a tea and service for older folk
5. Improve our communications
6. Connect everyone to a Home Group
7. Grow younger (and older) worship leaders
8. Build confidence for people to share their faith

9. More outdoor services

Some of these were achieved in 2022: 3, 5, 6, 9
Some of these are in progress and will be achieved in 2023: 4, 7
Some of these are longer term challenges which we will address in 2023: 1, 2, 8

Strategic Priorities

The PCC are committed to the following strategic priorities:

1) **To seek to build the Kingdom through the fulfilment of the Vision Statement**, agreed by PCC in November 2020, as follows:

   Our Vision is for St Peter's to be a Church that is Rooted, Seeking and Reaching:
   - ❖ Rooted in Word and Spirit
   - ❖ Seeking God in Prayer and Worship
   - ❖ Reaching out in the Presence and Love of Jesus

   All that happens within the life of St Peter's, at every level and in every group should be accountable to the Vision and answerable to it.

   <u>The outworking of this in 2022</u>
   - ❖ All Staff and PCC decisions have been subjected to the Vision as the minimum standard against which all we do is measured.

2) **To equip people as followers of Christ, fulfilling their God-given potential** as they exercise their gifting and calling with servant hearts. This will be achieved through teaching programmes, linked to Home Groups and applying (as far as is possible) to all areas of Parish life, foundation and outreach courses and leadership training, undergirded with a clear pattern and structure of prayer.

   <u>The outworking of this in 2022</u>

   During 2022, St Peter's has:
   - ❖ Established and based all decisions on the Vision Statement.
   - ❖ Followed teaching programs including "Distinctive Discipleship"
   - ❖ Ensured that all Home Groups follow the same study pattern and notes.
   - ❖ Seen the licensing of BCM candidates.

3) **To become a Kingdom community** that has an inter-related network of relationships expressing God's irresistible grace to people of all ages, whilst intentionally seeking to reach the younger generations.

   <u>The outworking of this in 2022</u>

   The restored sense of freedom after the pandemic enabled far greater social interaction in 2022, through social and fundraising events and a home-based Parish Weekend of events. The false start in the appointment of a Youth Pastor has been one frustration, but the growth in Home Groups has seen a positive movement.

4) **To understand and actively participate in the worldwide Church of God**, locally, nationally and internationally, sharing our resources, financial, skill-based and Gift-based. Missional support will be agreed, based on 10% of all Parish giving, including fees for occasional offices, not excluding Share.

The outworking of this in 2022

The revised tithing formula was applied in 2022. Mission Weekends are now happening termly with visiting speakers wherever possible from one of the four Partners: "Count Everyone In", "Good News for Everyone", "Open Doors" and "Nebbi Diocese Project"

5) **To build a clear, comprehensive and shared understanding of the relationship between the Church and the businesses** (Discoveries and Café 46).

The outworking of this in 2022

This was completed in full in 2022.

Building Resources

- St Peter's has limited meeting building resources and storage is often an issue. The refurbishment work in 2021 has enabled there to be a fresh respect for the building and was accompanied by significant attempts to ensure proper use of storage.
- An increase in activities means that there is less potential for building income generation. Priority is given to Parish based use of our resources.
- The completion of the Church refurbishment required the PCC to develop a longer term buildings strategy. In 2022 this meant:
    - Continued repair of the building as required.
    - The replacement of the cooker and kitchen refurbishment.
    - Replacement of external noticeboards.
- The work towards accessible toilet provision (ensuring DDA compliance) is in hand and expected to be completed in 2023.

The Future

The largely Covid-free 2022 allowed St Peter's to build foundations for a new future, built on the Vision Statement agreed in 2020. However, this recognised considerable changes had taken place, most notably in the combining of the congregations and the closure of the Centre congregation.

The establishing of a Vision and revised Strategic Priorities has enabled the congregation to have a clear understanding of ministry and missional priorities. Bringing these together, there is a need to establish a Mission Action Plan (PMAP) in order to understand how these will guide St Peter's into the future. This will be a priority in 2023.

The strategic review was time consuming and its effects reached every part of the life of St Peters, but having completed it, the considerable benefits will allow significant growth in the businesses as well as clarity in the roles of all concerned.

St Peter's continues to rely excessively on the business profits rather than congregational tithes in order to pay for the Church's ministry. This was addressed in 2022 but it is recognised that it will take a substantial amount of time for a shift in thinking and giving to take place.

The Community Hub

Both Discoveries and Café 46 returned to good business turnover in the latter part of 2021 and this recovery was not only maintained, but gathered pace, throughout 2022. A great deal of this success has been down to the hard work and dedication of the staff and volunteers, especially the two managers. There are clear signs that the implemented restructure of the management and governance of the businesses is encouraging this continued positive progress.

Cornerstone Counselling became registered as a separate charity in 2020 although a significant aspect of administration continues to take place through the Parish Office, and the trustees are members of St Peter's congregation. In addition, Cornerstone continue to rent rooms in Chaddisbrook House.

The Church Community

St Peter's is a Christian Community which is seeking to build a Kingdom in Yateley that is attractive and has integrity. It is seeking to be a place where people can primarily discover a relationship with the God who created them, the Saviour who redeemed them and the Holy Spirit who will empower them to live life to the full. As a counter-cultural understanding of society, the way in which the community of Yateley (and beyond) encounter the Church and (we pray) the God they worship has changed and continues to change. The context in which the community changes through generations and the contemporary secular age is cynical about those who hold a passionate view of a faith that cannot (by its very nature) be rationalised. St Peter's, therefore, is seeking to build on the foundations of those who have gone before and do so in an uncertain world and future.

Emerging from the pandemic has required a new mindset for St Peter's, one which is still to be worked through and yet to be fully embraced. The nature of the Church Community looks very different at the end of 2022, compared to that of February 2020, with a new incumbent, a closed Centre congregation, new style services and combined approaches to Church life. The establishment of a Vision has challenged the independent thinking and approach in some areas. The restructuring to put a small gap in thinking between Church and Businesses has been a complex and challenging process.

2023 offers the opportunity to build on the foundational work of 2022 and ensure that St Peter's goes forward together, under the common Vision with unhindered passion to build the Kingdom.

Approved by the PCC on ..... 21st March 2023

Signed on their behalf ..... Rev Tim Storey (PCC Chairman)

STATEMENT OF RESPONSIBILITIES OF THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL

Under the Church Accounting Regulations 2006 and the Charities Act 2011, the Parochial Church Council (PCC) is required to prepare financial statements for each financial year, which give a true and fair view of the state of the financial position of the PCC at the end of the year, and of its financial activities during the year (unless the PCC is entitled to prepare financial statements on a payment and receipt basis). In preparing those financial statements, the members of the PCC are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the PCC will continue in operation

The members of the PCC are responsible for keeping proper accounting records, which disclose and ascertain with reasonable accuracy at any time the financial position of the PCC and to enable them to ensure that the financial statements comply with the Church Accounting Regulations 2006 and The Charities Act 2011. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection for fraud and other irregularities.

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S CHURCH, YATELEY FOR THE YEAR ENDED 31 DECEMBER 2022

I report on the accounts of the association for the year ended 31 December 2022, which are set out on pages 16 to 23.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of Section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to examine the accounts under section 145 of the 2011 Act; follow procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

- which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the account records and to comply with the accounting requirements of the Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

PJ Chamberlain 29 March 2023

Paul Chamberlain FCA, DChA
Elm House, Tanshire Park, Shackleford Road
Elstead, Godalming, Surrey, GU8 6LB

PAROCHIAL CHURCH COUNCIL OF ST. PETER'S, YATELEY

Statement of Financial Activities
for the year ended 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
Income and endowments from:						
Donations and legacies	2(a)	213,560	9,216	0	222,776	202,448
Other voluntary income	2(b)	0	18,053	0	18,053	14,798
Trading activities	2(c)	296,004	0	0	296,004	199,924
Church activities	2(d)	12,146	0	0	12,146	8,032
COVID-19 support	2(e)	5,825	0	0	5,825	47,914
Income from investments	2(f)	1,099	0	309	1,408	1,239
Total		528,634	27,269	309	556,212	474,355
Expenditure on:						
Trading activities	3(a)	228,371	0	0	228,371	182,305
Church activities	3(b)	224,290	11,848	0	236,138	272,890
Church management and administration	3(c)	86,960	1,000	0	87,960	77,511
Total		539,621	12,848	0	552,469	532,706
Net (expenditure)/income before exceptional items and transfers		(10,987)	14,421	309	3,743	(58,351)
Transfer between funds	16	17,230	(17,230)	0	0	0
Net (expenditure)/income before investment gains		6,243	(2,809)	309	3,743	(58,351)
Net (losses)/gains on investments	4	0	0	(1,387)	(1,387)	1,475
Net movement in funds		6,243	(2,809)	(1,078)	2,356	(56,876)
Total funds brought forward		846,755	226,449	31,686	1,104,890	1,161,766
Total funds carried forward		852,998	223,640	30,608	1,107,246	1,104,890

None of the Parochial Church Council's activities were acquired or discontinued during the above financial period.

There were no recognised gains or losses other than the net movement of funds for the financial periods shown above.

The notes on pages 18 to 23 form part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF ST. PETER'S, YATELEY

Balance sheet
as at 31 December 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible fixed assets	5		1,175,947		1,201,671
Investments	6		11,354		12,741
			1,187,301		1,214,412
Current assets					
Stock		2,239		2,432	
Debtors	7	6,583		5,504	
Cash at bank and in hand		133,991		130,771	
		142,813		138,707	
Creditors: amounts falling due within one year	8	74,915		65,113	
Net current assets			67,898		73,594
Total assets less current liabilities			1,255,199		1,288,006
Creditors: amounts falling due after one year	9		122,453		163,116
Provisions for liabilities	10		25,500		20,000
Total assets			1,107,246		1,104,890
Funds of the Church	11				
Undesignated			69,097		89,057
Designated			783,901		757,698
Restricted			223,640		226,449
Endowment			30,608		31,686
			1,107,246		1,104,890

The notes on pages 18 to 23 form part of these financial statements.

The financial statements on pages 16 to 23 were approved by the Parochial Church Council on 21st March 2023

Rev Tim Storey
PCC Chairman

Mr Nick Norton
Treasurer

Notes to the financial statements
for the year ended 31 December 2022

1 **a) Accounting convention**
The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice, SORP 2015. The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets at market value.

b) Funds

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for application on the general purposes of the PCC. Funds designated for specific purposes by the PCC are also unrestricted.

Restricted funds are those which are received for specific purposes and can only be used for those purposes.

Endowment funds reflect funds donated as long term assets and the accumulated related income net of applications.

c) Income
Voluntary income is recognised when the monies are received. Income tax is recognised at the same time as the associated covenant or Gift Aid donation.

Income from sales and from fund raising events and other activities is accounted for gross.

d) Consecrated and beneficed property
Consecrated and beneficed property is excluded from the accounts by S.10(2) of the Charities Act 2011. No value is placed on movable church furnishings held by the church wardens, on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property.

All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether it be maintenance or improvement, is written off in the Statement of Financial Activities, except for the chairs purchased in 2003 and 2010 which were capitalised as fixed assets.

e) Tangible fixed assets and depreciation
Depreciation is calculated to write off the cost of tangible fixed assets over their expected useful lives using the following rates:

Furniture and equipment	- 25% per annum on reducing balance basis
Freehold buildings	- Straight line basis over 50 years

Freehold land is not depreciated

f) Investments
Investments are valued at market value as at 31st December. Any gain or loss is taken to the Statement of Financial Activities on an unrealised basis.

g) Stocks
Stocks are stated at the lower of cost and net realisable value.

h) Provisions
Provision is made as at 31st December for the estimated amount of grants to be paid to missions and charities out of the income for the year in accordance with the policy of the PCC.

i) Pensions
The company operates a defined contribution scheme for the benefit of the employees. Contributions are recognised in the profit and loss account when due.

Notes to the financial statements
for the year ended 31 December 2022

2 Income and endowments from:	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021 £
(a) Donations and legacies					
Planned giving:					
-Covenants and gift aid	128,001.00	0.00	0.00	128,001.00	114,087.00
-Income tax recoverable	40,595.00	2,261.00	0.00	42,856.00	36,776.00
-Other planned giving	3,960.00	0.00	0.00	3,960.00	3,805.00
Collections	14,334.00	1,000.00	0.00	15,334.00	11,202.00
One-off donations	26,670.00	5,955.00	0.00	32,625.00	36,578.00
	213,560.00	9,216.00	0.00	222,776.00	202,448.00
(b) Other voluntary income					
Other community hub donations	0	18,053	0	18,053	14,798
	0	18,053	0	18,053	14,798
(c) Trading activities					
Shop sales of donated goods	155,411	0	0	155,411	109,050
Café 46	140,593	0	0	140,593	90,874
	296,004	0	0	296,004	199,924
(d) Church activities					
Church hall lettings, etc	1,023	0	0	1,023	497
Fees	3,493	0	0	3,493	3,069
Outreach and social activities	7,630	0	0	7,630	4,466
	12,146	0	0	12,146	8,032
(e) COVID-19 support					
Support income received	5,825	0	0	5,825	47,914
(f) Income from investments					
Dividends and interest received	1,099	0	309	1,408	1,239

Notes to the financial statements
for the year ended 31 December 2022

3 Expenditure on:	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021 £
(a) Trading activities					
Shop salaries	75,246	0	0	75,246	66,671
Shop running costs (incl repairs)	20,831	0	0	20,831	15,339
Café 46 expenses	54,494	0	0	54,494	37,217
Café 46 salaries	77,800	0	0	77,800	63,078
	228,371	0	0	228,371	182,305
(b) Church activities					
Diocesan parish share	119,541	0	0	119,541	103,734
Church running costs	20,157	0	0	20,157	15,706
Fabric upkeep and maintenance	18,940	745	0	19,685	76,157
Outreach and social activities	10,883	6,193	0	17,076	16,474
Youth and community ministry	0	0	0	0	5,000
Mission giving	24,500	0	0	24,500	20,909
Independent examiner's fees	3,500	0	0	3,500	3,300
Depreciation	26,769	4,910	0	31,679	31,610
	224,290	11,848	0	236,138	272,890
(c) Church management and administration					
Salaries	68,196	1,000	0	69,196	65,490
General expenses	18,104	0	0	18,104	12,021
Professional fees	660	0	0	660	0
	86,960	1,000	0	87,960	77,511

Notes to the financial statements
for the year ended 31 December 2022

4 (Losses)/gains on investments

The net realised losses and unrealised gains in the year totalled £1,387 loss (2021: £1,475 gain)

5 Tangible fixed assets

	Freehold Land and Buildings £	Furniture & Equipment £	Total £
Cost			
At 1 January 2022	1,414,784	94,261	1,509,045
Additions	0	5,954	5,954
Disposals	0	0	0
At 31 December 2022	1,414,784	100,215	1,514,999
Depreciation			
At 1 January 2022	241,890	65,483	307,373
Charge for year	22,996	8,683	31,679
Disposals	0	0	0
At 31 December 2022	264,886	74,166	339,052
Net book values			
At 31 December 2022	1,149,898	26,049	1,175,947
At 31 December 2021	1,172,894	28,778	1,201,672

The freehold land and buildings is comprised of Chaddisbrook House, Reading Road and the annexed land and was acquired in 1990. These are shown at historical cost and include improvements works undertaken in 2017.

6 Investments

503.25 shares in the CBF Investment Fund and £1,726.4 2.5% Consolidated Funds at total historical cost of £1,930 (2021: £1,930).

	2022 £	2021 £
7 Debtors		
Amounts falling due within one year:		
Income tax recoverable	455	660
Prepayments and accrued income	1,196	1,431
Other debtors	4,932	3,413
	6,583	5,504
8 Creditors		
Amounts becoming due and payable within one year:		
Accruals and deferred income	12,590	6,197
Other creditors	10,304	6,274
Other loans	52,021	52,642
	74,915	65,113

Notes to the financial statements
for the year ended 31 December 2022

	2022 £	2021 £
9 Creditors due in over one year		
Other loans	122,453	163,116
	122,453	163,116

Included in both creditors due in less than and over one year is a concessionary, non-secured loan from Winchester DBF which is charged at a below market rate of interest. It is repayable in equal instalments over 10 years. During the year £5,086 (2021: £3,745) of loan interest was incurred and this is shown within General expenses.

10 Provision for liabilities

Provision for mission and charity payments	25,500	20,000

11 Analysis of funds	Unrestricted Funds Undesignated £	Unrestricted Funds Designated £	Restricted Funds £	Endowment Funds £	Total £
Fixed assets	27,006	933,668	216,229	10,398	1,187,301
Current assets	90,485	24,707	7,411	20,210	142,813
Total liabilities	(48,394)	(174,474)	0	0	(222,868)
	69,097	783,901	223,640	30,608	1,107,246
Balances brought forward	89,057	757,698	226,449	31,686	1,104,890
Movements in year	(19,960)	26,203	(2,809)	(1,078)	2,356
Balances carried forward	69,097	783,901	223,640	30,608	1,107,246

Restricted funds analysis

	Balance brought forward £	Receipts £	Depreciation / Disbursed £	Transfer between Funds	Balance carried forward £
Freehold Building	221,139	0	(4,910)	0	216,229
Covid Fund	1,655	2,138	(2,537)	0	1,256
Hub Donations	0	19,886	(2,656)	(17,230)	0
Howell Legacy (Home Alone)	3,155	0	(1,000)	0	2,155
Funding of Oasis Screen	0	745	(745)	0	0
Bellringers Legacy	500	0	0	0	500
Schools and Families Work	0	1,000	(1,000)	0	0
Youth Work	0	3,500	0	0	3,500
	226,449	27,269	(12,848)	(17,230)	223,640

Designated funds include "St Peter's Land" and other funds held for the operation of various church activities. "St Peter's Land" includes the freehold land and buildings and surplus monies raised for those assets after acquisition, maintenance and related project costs - having excluded costs to match the restricted donations for the project received in previous years. These latter are shown as a restricted portion of the fixed assets. The balance of "St Peter's Land" at 31 December 2022 was £772,307 (2021: £748,368) which consisted of £13,112 held in bank accounts and £933,668 corresponded to the depreciated cost of the property (less outstanding loans/creditors of £174,474).

Restricted funds are as shown above.The transfer of Hub Donations reflects the reimbursement towards relevant costs incurred in the General Fund.

Endowment funds include the "Brown's Prize" (where the income is to be used to provide youth competition prizes) and the balance of the Geaves fund together with accumulated unspent income.

Notes to the financial statements
for the year ended 31 December 2022

12 Mission and grants

Grants paid during the year included the following payments of £1,000 or over, some of which related to previous years:

	£
Colombo Theological Seminary	1,000
Vision 4 Youth	1,000
Good News For Everyone	3,000
A Rocha	1,000
Open Doors	3,000
Count Everyone In	1,500
Foodbank	1,000
Church of Uganda Nebbi	3,000
Cornerstone Counselling	1,000
500k	1,000

13 Transactions with members, staff and connected persons

During the year there were an average of 18 employees (2021 - 18). The salaries costs in notes 3(a), 3(b) and 3(c) include total social security costs of £4,627 (2021 - £3,913)

None received more than £60,000.

The public liability insurance, in circumstances where the incumbent churchwardens and PCC are insured, extends to personal liability of individual members of the PCC and its employees.

14 Financial commitments

St Peter's is committed to ensuring that the buildings are fully compliant with all health and safety requirements and are fit for the diverse purposes that life in the Church Community present.

- Having completed the refurbishment of the main worship area, corridor and Oasis in 2021, the focus in 2022 turned to the kitchen area and the costly replacement of the cooker, along with ensuring they met current standards. This required the Kitchen to be taken out of use for several weeks in November 2022 with the work completed on time and according to budget.
- In order to ensure less storage requirement in the Kitchen, the room next to it has been reorganised, solely dedicated to kitchen (and Café 46) use.
- The area behind the wooden doors on the dais (the retro choir) suffered from several incidents of water ingress in 2022 and the matter was resolved in the late autumn with works on the roof and repairs to the ceiling concerned.
- The PCC committed to a project aimed at the provision of a Toilet for those with Additional Needs, to be completed in 2023 and commissioned an architect to draw up plans for this, with a provisional location at the back of the Church, adding the requirement for a lobby area inside the existing double doors. The plan is to also explore the viability and cost of refurbishing the west door lobby area and the ladies' toilets as a wider project.
- The PCC has restricted income dedicated for the purpose of repairing the Lych Gate on the path at the east end of St Peter's and a team will begin work on this project in 2023.
- It is anticipated that a Quinquennial Inspection of St Peter's will take place in 2023 and the PCC will be committed to addressing the issues raised in it, bearing in mind the urgency of each one mentioned.

15 Pension commitments

The Church operates a defined contribution scheme for its employees. The amount outstanding at the end of the year relating to employer pension contributions was £2,779 (2021: £2,621).

16 Transfers between funds

Periodic transfers are made from the Restricted Fund to the General Fund to reflect payments made in respect of the building project.