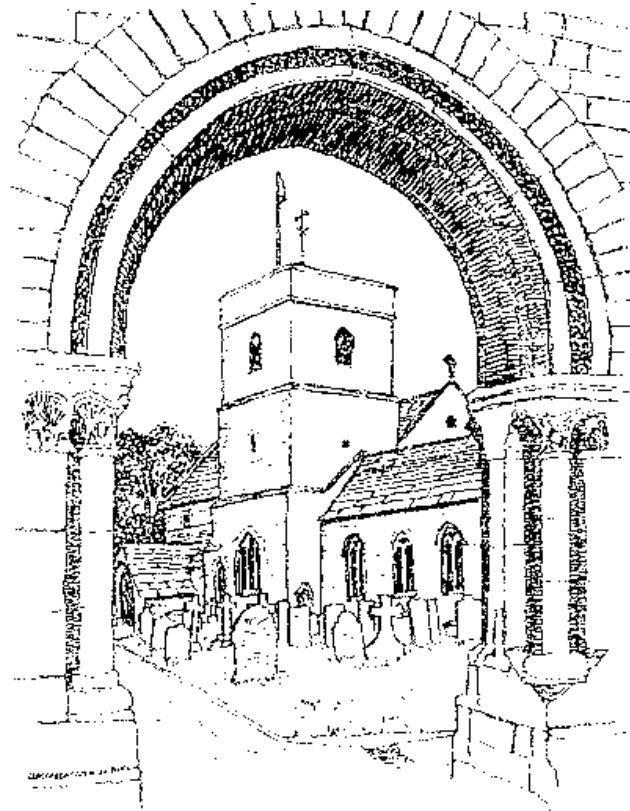


**The Parochial Church Council of the  
Ecclesiastical Parish of St. Michael,  
Betchworth**

**Annual Report and Financial Statements**

**31 December 2010**



# **St. Michael's Church, Betchworth Parochial Church Council**

## **Report and Financial Statements 2010**

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# **St. Michael's Church, Betchworth Parochial Church Council**

## **Registered Charity**

No. 1132724

## **Incumbent**

The Revd. C Coslett

## **Church Warden**

P Holt

## **Deputy Church Wardens**

J Pharo-Tomlin

G Williams

## **Honorary Treasurer**

S C Hardy F.C.A.

Ravenleigh

Station Road

Betchworth

RH3 7DF

## **Other members of the Parochial Church Council**

P Armitage

H Burnett

J Ellis

H Ely

A Forrest

J Forrester

M Higgins (Fabric officer)

D Rodin

L Slater

P Tanner

G Williams

## **Secretary**

C Holt

Braemar

67, Ashcombe Road

Dorking

RH4 1LZ

## **Bankers**

National Westminster Bank

High Street

Reigate

RH2 9AD

## **Independent Examiner**

Mrs C Braidwood F.C.A.

Willow Grange

The Street

Betchworth

RH3 7DJ

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Annual Report 31 December 2010**

This Annual Report is prepared in accordance with the Church Accounting Regulations 2006 and the Church Representation Rules and is submitted to and received by the Annual Parochial Church Meeting, which is then free to discuss it. The Secretary and the Churchwardens will address the Meeting and they and other members of the PCC will be happy to respond to any points raised or questions asked. The Annual Parochial Church Meeting will be held on Sunday 27<sup>th</sup> March 2011 after the morning service. All on the Electoral Roll of the parish are entitled to attend and will be most welcome.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **The role of the Parochial Church Council**

The Parochial Church Council (the 'PCC') is a corporate body established by the Church of England and registered with the Charity Commission. It operates under the Parochial Church Council Powers Measure. Its role is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. Our Rector, the Revd. Carol Coslett, continues to be supported in her ministry by: the Assistant Priest, the Revd. Pattie Vigers; His Honour Peter Slot as Reader; and now Canon David Eaton (retired priest PTO). Churchwarden Paul Holt, and Deputy Churchwardens Graham Williams and Col. John Pharo-Tomlin have also been very active this year in supporting the running of the church. In meeting its commitments the P.C.C. has continued to support and insist that the Village Church is open during the major part of each day for visitors to enjoy, for prayer and quiet contemplation.

#### **PCC membership**

In accordance with the Church Representation Rules, members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, or co-opted.

The members of the PCC during the year were the following:

Incumbent	The Revd. Carol Coslett	Chairperson
Assistant Minister	The Revd. Pattie Vigers	
Reader	His Honour Peter Slot	
Churchwarden	Mr. Paul Holt	Vice Chairman
Deputy Churchwardens	Colonel John Pharo-Tomlin and Mr Graham Williams	
Treasurer	Mr Charles Hardy	
Fabric officer	Mr Martin Higgins	
Deanery synod representatives	Mrs Pamela Armitage*	
	Mrs. Linda Slater*	
	Mrs Helen Burnett*	

# St. Michael's Church, Betchworth Parochial Church Council

## Annual Report (continued)

Elected members	Mr David Rodin Mr. Paul Tanner* Mrs Jane Forrester* Mrs. Hilary Ely Mrs. Anne Forrest Mrs. Jo Ellis Mr. G Williams
Hon. Member	Mrs. Pat Webb
Organist	Mr. Melvin Hughes

N.B. The \* shows the names of those retiring from the PCC by rotation this year.

## Committees

**Standing Committee:** This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directives given by the Council. It consists of the Rector, Churchwarden(s), Treasurer and Fabric Officer.

**Upper Mole Group Council (which reports to the PCC):** Membership consists of the Rectors and Churchwarden(s) of Betchworth, Buckland, Charlwood and Sidlow, and discusses joint events and the way ahead as a group.

**Other sub-committees:** are formed on an ad hoc basis, and a Fabric Sub-Committee was set up this year to assist with the planning and organisation of fabric repair/continuing care. The Outreach and Education Sub-committee (formed jointly with Buckland) set up last year continues to operate very successfully.

### *Outreach and Education Joint Parish Sub-committee*

Responsible to the PCC for planning and organising:

- Outreach - by establishing and encouraging new opportunities in the local community, and establishing a dialogue with them with the ultimate objective of deepening their Christian Commitment.
- Educational programmes and activities - aimed at all members of the congregation and others who may wish to participate. Designed to stimulate participation, helping everyone along their journey to faith, whatever stage they may have reached.
- Initiatives to broaden our Christian Proclamation to the parish by establishing non-threatening points of contact - by encouraging people to approach us and providing them with soft points of entry to explore and discover what the church has to offer.

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Annual Report (continued)**

### *Worship Sub-committee*

The Rector, Assistant Priest and Musical Director have had discussions and have planned different forms of worship during the course of this year. The Worship Sub-committee exists for reviewing and encouraging the worship life across both parishes including:

- Being alert to trends and movements of worship.
- Assisting in providing a variety of experiences in worship reflecting the differing needs and tastes within the church community.
- Participating in the planning of special occasions; assisting in the choice and provision of music in worship.

### *Pastoral Care*

We have two pastoral visitors: Mrs June Letheren and Mrs Norma Stevens. They support the Rector by regularly visiting people in hospital or in their own homes on request.

### **PCC Secretary**

Mrs. Christine Holt has continued to act as secretary to the PCC, and we are very grateful for her services.

## **OBJECTIVES AND ACTIVITIES**

The objective of the PCC is to facilitate the smooth running of the church in the village, and to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

## **REVIEW OF THE PCC FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2010: ACHIEVEMENTS AND PERFORMANCE**

The PCC met six times during the year, with the Standing Committee meeting in the alternate months. The Council received regular reports on the following topics:

Finance

Fabric and churchyard

Deanery Synod

Upper Mole Group of Churches

Education and Outreach

Stewardship

Safe Church Policy

Health and safety

Organ Fund

Many items were discussed and voted on, and a summary of the year's meetings and topics discussed is listed below.

## St. Michael's Church, Betchworth Parochial Church Council

### Annual Report (continued)

- **Safe Church Policy.** This was updated and agreed on in 2009 and a copy can be found in the "Safe church" handbook kept in the vestry. At this present time we are awaiting amendments to be sent for the handbook. Once received the policy will be revised accordingly. A summary of the policy is displayed in the South Porch. The Rector, members of the PCC and Sunday school leaders have attended diocesan training.
- **Stewardship.** Alan Burke continues to support this work and is our Freewill Offering Secretary. We are most grateful to him for his sterling work.
- **Church Fabric.** A faculty for repairs to the North and West facing walls and the South porch walls was submitted and granted. This work is in progress and should be completed in the Spring of 2011.
- **Education and Outreach.** Following the Rector's successful application to Southwark Diocese, a grant of two thousand pounds was allocated. Most of this was used for the Holiday Club for children during the week of July 2010.
- **Annual Inventory and Inspection.** The annual inventory of the goods and fabric of the Church was carried out by the Churchwardens. The Rural Dean, Garth Barber undertook the annual inspection of our records and they were found to be entirely satisfactory.
- **Building Insurance.** We were grateful that our insurance premium for the current year 2010 – 2011 was kept at the same level as last year.
- **Statement of Needs.** Following the preparation of this document by Paul Tanner, the PCC agreed the Statement as follows: 1. More space for children and access for wheelchairs. 2. Toilets. 3. Convenient access for all. 4. The maintenance of our musical tradition. 5. Improved catering facilities. 6. Increased administrative support.
- **Organ Fund.** It was decided to employ Chris Goldie an Independent Fundraiser to investigate the whole matter of a new organ and its funding and to report back to the PCC with his findings. A report was submitted September 2010. The PCC, taking into account his Report, decided to employ him to head up a further attempt to raise the money for a new pipe organ with a "deadline" of April 2011. Presentations were given in November in Church, to which all the electoral roll were personally invited, and a further one planned for January in the Village Hall.
- **Health and Safety.** A Health and Safety Policy has to be agreed every year and whilst Paul Tanner is willing to offer advice and indeed is preparing a new Health and Safety Policy, he does not wish to be the Health and Safety Officer. Therefore, if anyone is willing to take on this role, the PCC would be most appreciative. In the meantime the PCC and Churchwarden(s) collectively monitor the legal requirements.

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Annual Report (continued)**

### **Achievements and Performance 2010**

Our thanks go to our Rector, the Rev. Carol Coslett, for all her hard work and enthusiasm on behalf of both parishes, so ably supported by the tireless contribution of our assistant priest the Rev. Pattie Vigers and our Reader His Honour Peter Slot. Also we have continued to enjoy the support of Canon David Eaton, Revd. Frank Lehaney, and reader Bob Slater. We have this year continued to support the Rector on the Clergy Leadership Development Programme (CLDP) with two residential sessions at Wychcroft. The course is now completed and was valuable training for future ministry.

In January the PCC accepted the Statement of Needs as follows:- 1. More space for children and access for wheelchairs. 2. Toilets. 3. Convenient access for all. 4. The maintenance of our musical tradition. 5. Improved catering facilities. 6. Increased administrative support. It has been agreed that a caveat be placed on this "Statement" that should it prove necessary the order or priority can be changed. Paul Tanner has spent much time investigating the possibility of wheelchair access and toilets together with the costing. It is thought that work on these aspects will be delayed until it is known whether the organ fund and complementary works will be able to go ahead.

Discussion took place concerning a memorial plaque for John Bylett. Pattie produced the proposed wording, which would be inscribed on a stone to be placed on the churchyard wall near the lych gate. A Faculty has been obtained and it was agreed that this should go ahead.

In May Chris Meade (our former Churchwarden) and Margaret departed for Northumberland and the PCC offered their best wishes to them for their future. We all miss Chris and his ability to draw people together. On that note a new Churchwarden from within the village is essential and anyone wishing to take on this post will be most welcome.

In July Barry Goodwin joined the PCC meeting and handed out his report following the Vision Day in 2009. He encouraged us all to find ways to invite the villagers to church especially those with children, since they are the future church. He recognised the difficulties faced by village churches in that, unlike those in towns, there is a shortage of suitable buildings available for clubs for the lonely, elderly etc., and that village needs are very different from suburban needs, but said we should be committed in our desire to fulfil our Vision.

At the PCC meeting in September, Graham Williams and John Pharo-Tomlin were voted in as deputy Churchwardens, both having very kindly offered to assist with the churchwarden duties. Their assistance has been much appreciated. However, at this point it should be noted that John Pharo-Tomlin feels unable to continue in this role and will stand down at the APCM. Graham has also said that he will not be able to continue in his role after June 2011 because the additional work impinges upon his business work. I am sure we all understand and appreciate both John and Graham's position and offer grateful thanks for all they have done and will continue to do until the relevant times.

Also in September, Martin Higgins confirmed the setting up of a Fabric Sub-Committee, of which Paul Tanner has agreed to be chairman, Alan Burke to be secretary with Graham Williams and Martin Higgins as members. The committee will report to the Standing Committee and PCC. It will be noted that, although the work started on repairing the church plasterwork ceased, due to Overtons becoming bankrupt, work has re-commenced and will be finished once the problem with the water seeping through the flue/roof area can be established and repaired.

## **St. Michael's Church, Betchworth Parochial Church Council**

### **Annual Report (continued)**

During the year many special services took place.

As part of the Upper Mole Group - Choirs of all six churches joined together for a memorable Candlemass service hosted in Buckland and a service for Trinity Sunday was held in Charlwood. We continue to be part of the Upper Mole group activities and enjoy the friendship of those within the group.

In February we joined with the Dorking Downs District Rainbows, Brownies and Guides at their Thinking Day Service to celebrate 100 years of Guiding and it was a pleasure to share this service with them. The Lent Course began toward the end of February and the book "Christ and the Chocolaterie" was read and discussed. Lent Lunches were held in support of the Bishop's Lent Call which supported various projects in Uganda, India, Burkina Faso and those within the Diocese of Southwark. Many thanks go to those who hosted these lunches. With the reflections of Lent coming to an end we began Easter with a Palm Sunday Service, followed by various services and activities. On Good Friday Hot Cross Buns, fun craft activities, making of mini Easter gardens and a treasure hunt took place at the Hamilton Room and in the evening Passiontide music and reading was enjoyed at St. Michael's. Easter Day was celebrated with an All Age Communion after which mini Easter eggs were given to the children as they left Church.

The Rector was successful in obtaining another Diocesan Mission Grant and a very successful Big Sing was held in the Church for the children from the local schools and in July, and with greatly appreciated help from others, another enjoyable Holiday Club was also held. On the last day a Barbeque was held for the children and parents. The Rector continues to be involved with the schools within the community, taking assemblies and encouraging the children with their parents to attend our special services.

In June St Michael's hosted a visit from SHIP The Safe Homes for Israelis and Palestinians project. Salim and Arabiya Shawamreh came to tell us about their lives and how they had suffered from four house demolitions.

A group led by Helen Burnett went to Greenbelt over the August Bank Holiday.

The Church was beautifully decorated for Harvest and all Festival Services and many thanks go to all those who helped with the decorations and the weekly flower arrangements.

In between all these services a Churchyard tidy up was carried out; and it was a pleasure to have new helpers as well as the usual faithful band. Grateful thanks to Graham who invited everyone to help. Hopefully everyone will be as keen this year! The yearly spring clean took place and again many thanks to those who regularly make time each year to ensure the church is well cared for.

The new updated Churchyard plan and database is now complete and all this information is held on disc on the parish computer. It is very useful when enquiries are made of loved ones who are buried and gives a clear record of details of the deceased.

During November, an Organ presentation was held in church for all those on the electoral roll, preceded by choral evensong, which was well supported. The organ campaign continues into the New Year.

The year ended, despite the snow, with a full schedule of Christmas services, for which our thanks go to Melvin Hughes, the choir and musicians.

Our grateful thanks go to Charles Hardy our Treasurer, Martin Higgins our Fabric Officer and Graham Williams our Verger for all the work that they do.

On behalf of the PCC our sincere thanks also go to all who work so hard throughout the year for our Church and our community, especially those who have not been mentioned personally in this report.

We look forward to the year ahead.

# St. Michael's Church, Betchworth Parochial Church Council

## Annual Report (continued)

### Finance

We are pleased to report that, as a consequence, inter alia, of the Stewardship campaign and two one-off donations, the general fund showed a surplus for the year of £19,756 (2009: £3,674) meaning that we now have an accumulated surplus of £20,428 (2009: £672). The appeal for funds to purchase a new organ continues to be successful, raising a further £19,595 (2009: £40,538) in the year such that its resources at the end of the year amounted to £175,158 (2009: £155,563). The fabric fund is also currently in funds to the tune of £20,206 (2009: £23,078) after a deficit for 2009 of £2,872 (2009: deficit of £8,288), although these funds have already been earmarked for necessary building repairs.

### Electoral Roll and Church attendance

The Electoral Roll shows the following numbers:

	<b>31 December 2010</b>	<b>31 December 2009</b>
Within the parish	52	55
Outside the parish	82	79
	<hr/>	<hr/>
	134	134
	<hr/> <hr/>	<hr/> <hr/>

Rhona Hill, our Electoral Roll Officer has advised that 7 people have moved away from the parish during 2010 and will advise in due course if they still want to stay on the Electoral Roll.

Attendance on a normal Sunday averaged 63 (2009: 62) adults and 10 under 16's on Sunday School and Family Service days (2009:4). These numbers increased to 142 on Easter Sunday, 148 at Harvest, and 707 for all Christmas services (including the carol service and the Christingle and crib services), although inclement weather meant that many of the December services were severely affected. Across the united benefice there were 13 baptisms, 22 weddings, 1 wedding blessing, and 23 funeral and thanksgiving services.

### REIGATE DEANERY SYNOD

Synod meets three times annually, hosted by various parishes. The current chairs "are the Area Dean, the Revd Garth Barber and the lay chair, Mrs Libby Green.

Visiting speakers address meetings on various topics which this year included the forthcoming 2012 Olympics and the opportunities this would bring for the Church to become involved in the wider community. They also heard from the Rt. Revd Henry Scriven who spoke of working for the Anglican Communion throughout Europe and the Americas and who is now involved in the integration of the Church Mission Society with the South American Missionary Society.

Reigate is represented on the Diocesan Boards of Education and Finance and receives regular reports back. One member (Mrs. April Alexander) is also a member of General Synod and keeps the Deanery informed of its activities in particular, the ongoing efforts to reconcile opposing views regarding women Bishops and this year to explain the process to find a successor to our Diocesan Bishop, the Rt. Revd Tom Butler who retired at the beginning of the year. (We now know that this will be Bishop Christopher Chessun at present suffragan bishop of Woolwich). General Synod, having reached the end of its term of office, was dissolved and fresh elections held in October. Deanery Synod members are among its electors and April Alexander was re-elected as a Southwark representative.

## **St. Michael's Church, Betchworth Parochial Church Council**

### **Annual Report (continued)**

At a local level, we heard about subjects that included the progress of the Street Pastors scheme, the youth project LEV8 and parishes were given the opportunity to exchange news.

The next Deanery Synod meeting will be in February. This will be the last of its present term of office and fresh elections will have to be held at the next APCMs. The number of lay representatives parishes are entitled to depends on the number on the electoral roll, (e.g. up to 75, 2 reps, 76-125, 3 reps) For several years, Buckland has had a single representative so it would be good to fill our quota.

### **REPORT OF THE KEEPER OF THE FABRIC OF ST MICHAEL'S BETCHWORTH**

This report covers the calendar year 2010 plus the period up to the 2011 Annual Church Meeting.

The stonework which was identified as needing attention in the 2005 quinquennial report has been priced, the contractor instructed, and the work programmed for April 2011, once the risk of severe frost has lessened. Some of this work will involve the repair to the northwest corner of the church tower, which will mean that part of the tower will be scaffolded for several weeks.

The next quinquennial inspection will take place once the stonework repairs have been completed. This inspection will be carried out by the Church Architect and will set out a list of recommended work to be undertaken over the five year life of the report.

To support the Fabric Officer and carry some of the workload, a Fabric Committee has been set up. The present committee consists of Paul Tanner (Chairman), Alan Burke (Secretary), Martin Higgins (Fabric Officer) and the Rector and Churchwardens.

Investigation of the damp in the south aisle has continued but no guaranteed solution has been found. It is proposed to improve the land drainage and to install a gully under the outside tap. Once this has been done the internal plasterwork will be patched and the decoration completed.

The lower parts of the north aisle were replastered at the end of November. Archaeological recording revealed that the sill below "THY WILL BE DONE" and "HE IS RISEN" is made up from what appears to be parts of the previous internal window arch. At the east end an unexplained feature was recorded, matching one in the south aisle seen last year. A record of the findings has been deposited with the Historic Environment Record at Surrey History Centre.

Volunteers undertaking the churchyard clear ups continue to make a valuable contribution to keeping the graveyard tidy, and keeping our costs down. They deserve our sincere thanks.

The cost of the plastering and the planned stonework will reduce the balance in the fabric fund to well under £10,000 so the church will no longer have a buffer for unexpected expenditure. It is hoped that the 2011 quinquennial inspection will not uncover any unexpected urgent repairs.

# **St. Michael's Church, Betchworth Parochial Church Council**

## **Annual Report (continued)**

### **RESERVES POLICY**

It is the policy of the PCC to seek to maintain adequate, but not excessive, reserves, to be used for the specific purposes for which they are identified. Cash representing reserves not immediately required is invested with the CBF Church of England Deposit Fund.

### **PUBLIC BENEFIT**

The members of the PCC, as trustees, have complied with their duties under section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charities Commission. We believe that we have achieved this, primarily through the advancement of religion (one of the charitable purposes enshrined in the Act), but also through the contributions of the Church to education, and to the relief of those in need.

### **OTHER INFORMATION**

There have been no transactions between the PCC and related parties (as defined by the Charities Act 1993 and the Charities SORP) nor has the PCC identified any major risks (other than the availability of continued funding, a topic of continued consideration by the PCC) which impact the work of the Church in the parish.

Approved by the Parochial Church Council  
And signed on its behalf by

C Coslett  
Rector

P Holt  
Churchwarden

March 2011

## **St. Michael's Church, Betchworth Parochial Church Council**

### **Independent Examiner's Report to the Parochial Church Council ('PCC') of the Ecclesiastical Parish of St Michael's, Betchworth**

This report on the accounts for the year ended 31 December 2010 which are set out on the following pages is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 and section 43 (2) of the Charities Act 1993.

#### **Respective responsibilities of the trustees and the examiner**

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Church Accounting Regulations 2006 and section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7) of the Act and to be found in the church guidance 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence which 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:

- (1) which give me reasonable cause to believe that in any material aspect the requirements:
  - (a) to keep accounting records in accordance with section 41 of the Act; and
  - (b) to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 2006, have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Chris Braidwood F.C.A.  
Willow Grange  
The Street  
Betchworth  
Surrey RH3 7DJ

March 2011

## St. Michael's Church, Betchworth Parochial Church Council

### Statement of financial activities For the year ended 31 December 2010

	Note	General fund- unrestricted £	Fabric fund- restricted £	Organ fund- designated £	Total 2010 £	Total 2009 £
<b>Income resources</b>						
Incoming resources from donors		63,245	427	-	63,672	51,648
Income from ancillary transactions		20,823	3,669	383	24,875	15,409
Other ordinary income		2,179	-	-	2,179	2,820
Income from investments		325	-	631	956	2,242
Organ fund income		-	-	28,013	28,013	42,003
<b>Total incoming resources</b>	2	<u>86,572</u>	<u>4,096</u>	<u>29,027</u>	<u>119,695</u>	<u>114,122</u>
<b>Resources used</b>						
Grants		5,536	300	200	6,036	6,660
Activities directly relating to church		61,176	-	-	61,176	59,069
Church administration		104	-	-	104	-
Church building and repairs		-	6,668	-	6,668	10,711
Organ fund expenses		-	-	9,232	9,232	1,758
<b>Total resources used</b>	3	<u>66,816</u>	<u>6,968</u>	<u>9,432</u>	<u>83,216</u>	<u>78,198</u>
<b>Net movement in funds</b>		19,756	(2,872)	19,595	36,479	35,924
Balances brought forward from 31 December 2009		<u>672</u>	<u>23,078</u>	<u>155,563</u>	<u>179,313</u>	<u>143,389</u>
<b>Balances carried forward at 1 January 2010</b>		<u><u>20,428</u></u>	<u><u>20,206</u></u>	<u><u>175,158</u></u>	<u><u>215,792</u></u>	<u><u>179,313</u></u>

# St Michael's Church, Betchworth Parochial Church Council

## Balance Sheet 31 December 2010

	<b>2010</b> £	<b>2009</b> £
Cash at bank	37,106	18,399
Deposits at Central Board of Finance	184,292	163,661
Income tax recoverable	1,350	1,550
Magazine income received in advance	(3,437)	(2,499)
Wedding fees received in advance	(600)	(1,080)
Other creditors	(2,919)	(718)
	<u>215,792</u>	<u>179,313</u>
<b>Funds</b>		
General fund	20,428	672
Fabric fund	20,206	23,078
Organ fund	175,158	155,563
<b>Total Funds</b>	<u>215,792</u>	<u>179,313</u>

### Minor funds not shown within the balance sheet held by The South London Church Fund and Southwark Diocesan Board of Finance

As at 31 December 2010

	<b>2010</b> £	<b>2009</b> £
Chancel Fund No. 0037	1,933	1,923
Tyser Grave Trust No. 0210	208	207
Churchyard Fund No. 0258	2,066	2,056
Tozer Grave Trust No. 0486	1,403	1,309
	<u>5,610</u>	<u>5,495</u>

These accounts were presented to the Parochial Church Council and approved by them on March 2011.

Signed by:

Rector                                      The Revd. C Coslett

Hon Treasurer                              Mr S C Hardy

Churchwarden                              Mr. P Holt

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

### 1. Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable law and accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

#### **General Fund**

General funds represent the funds of the Parochial Church Council (the 'PCC') that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

#### **Income resources**

##### *Voluntary income and capital resources*

Collections are recognised when received by or on behalf of the PCC.

Planned giving received from pledges is recognised only when received.

Income tax recoverable on pledges or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised from events are accounted for gross.

Sales of books, leaflets and magazines from the church bookstall are accounted for gross.

##### *Income from investments*

Dividends and interest are accounted for when receivable.

#### **Resources used**

##### *General expenses*

General expenses are accounted for on an accruals basis.

##### *Grants*

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

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

The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in the accounts as an optional (though not a legal) liability and is shown as a creditor in the balance sheet.

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

	General fund- unrestricted £	Fabric fund- restricted £	Organ fund- designated £	Total 2010 £	Total 2009 £
<b>2. Incoming resources</b>					
<b>2a. Income resources from donors</b>					
Covenants	29,866	-	-	29,866	29,293
Collections at services	13,805	-	-	13,805	13,443
Sundry donations	16,914	427	-	17,341	6,332
Diocesan grant	2,000	-	-	2,000	2,000
GAYE	660	-	-	660	580
	<u>63,245</u>	<u>427</u>	<u>-</u>	<u>63,672</u>	<u>51,648</u>
<b>2b. Income from ancillary transactions</b>					
Magazine	7,194	-	-	7,194	7,954
Fees re: Weddings, Burials etc	13,247	-	-	13,247	7,455
Christmas Fair	-	3,286	-	3,286	-
Harvest Supper	382	383	383	1,148	-
	<u>20,823</u>	<u>3,669</u>	<u>383</u>	<u>24,875</u>	<u>15,409</u>
<b>2c. Other ordinary income</b>					
Sundry sales	939	-	-	939	1,500
Contribution from Buckland to Rector's expenses, etc.	1,240	-	-	1,240	1,320
	<u>2,179</u>	<u>-</u>	<u>-</u>	<u>2,179</u>	<u>2,820</u>
<b>2d. Income from investments</b>					
Interest	325	-	631	956	2,242
<b>2e. Organ fund</b>					
See Note 6	-	-	28,013	28,013	42,003
<b>Total incoming resources</b>	<u><u>86,572</u></u>	<u><u>4,096</u></u>	<u><u>29,027</u></u>	<u><u>119,695</u></u>	<u><u>114,122</u></u>

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

	General fund- unrestricted £	Fabric fund- restricted £	Organ fund- designated £	Total 2010 £	Total 2009 £
<b>3. Resources used</b>					
<b>3a. Grants</b>					
Charitable giving (see Note 4)	5,536	300	200	6,036	6,660
<b>3b. Activities directly relating to the work of the church</b>					
Ministry, diocesan quota	35,896	-	-	35,896	32,793
Clergy expenses	2,293	-	-	2,293	2,238
Other clergy costs	161	-	-	161	777
Lighting, heating and water	3,624	-	-	3,624	1,616
Church maintenance	433	-	-	433	1,728
Magazine costs	4,613	-	-	4,613	4,681
Upkeep of churchyard	1,920	-	-	1,920	2,210
Organist	2,530	-	-	2,530	2,321
Music costs	262	-	-	262	297
Organ service and repair costs	992	-	-	992	397
Insurance	4,078	-	-	4,078	4,078
Church activities	1,425	-	-	1,425	2,947
Education	110	-	-	110	249
Expenses re diocesan grant	2,839	-	-	2,839	2,737
	61,176	-	-	61,176	59,069
<b>3c. Church management and admin</b>					
Postage and stationery	104	-	-	104	-
<b>3d. Church repairs</b>					
Sundries	-	1,562	-	1,562	2,069
Plasterwork	-	5,106	-	5,106	8,642
	-	6,668	-	6,668	10,711
<b>3e. Organ fund</b>					
See Note 6	-	-	9,232	9,232	1,758
<b>Total resources used</b>	66,816	6,968	9,432	83,216	78,198

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

### 4. Donations

	2010 £	2009 £
<b>General Donations</b>		
Welcare	700	750
The Children's Society*	774	510
Christian Aid**	345	150
Robes project	250	250
USPG	100	250
Kids for Kids	300	300
Farm Africa	400	400
Bishop of Southwark Lent Fund	513	420
Canine Protection	-	150
Church Urban Fund	170	150
Farm Crisis Network	250	250
The Bible Society	100	100
Royal British Legion	450	395
Zimbabwe Link	200	-
Gifts for Life	100	-
	4,652	4,075
<b>Donations from funerals</b>		
St Catherine's Hospice	-	835
Chase	142	-
Unique	142	-
Parkinson's Disease Society	48	-
Queen Elizabeth Foundation	366	-
Alzheimer's Society	-	50
Betchworth and Buckland Children's Nursery	-	576
	698	1,461
<b>Other</b>		
Reigate Deanery Synod	50	50
Historic Churches Trust	100	100
St. Bede's School	36	24
	186	174
<b>From General Fund</b>	5,536	5,710
<b>Fabric Fund</b>	-	-
Surrey Air Ambulance Fund	300	-
<b>Organ Fund</b>		
Help for Heroes (Headley Court)	100	750
Brigitte Trust	100	200
	200	950
	6,036	6,660

\* Includes £274 collected by North Downs Primary School (Infants).

\*\*In addition to the above, £1,157 (2009 : £1,034) was raised for Christian Aid through house-to-house collections in Betchworth and paid directly to that charity.

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

### 5. Magazine (2b and 3b)

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Income comprises:</b>		
Donations	3,857	4,001
Advertising	3,337	3,953
	<u>7,194</u>	<u>7,954</u>
<b>Expenditure comprises:</b>		
Paper and printing	(4,613)	(4,681)
	<u>2,581</u>	<u>3,273</u>
<b>Balance</b>	<u><u>2,581</u></u>	<u><u>3,273</u></u>

The PCC of St Michael's, Betchworth are grateful to the PCC of St Mary's, Buckland who collect the bulk of the advertising income on our behalf.

# St Michael's Church, Betchworth Parochial Church Council

## Notes to the accounts 31 December 2010

### 6. Organ Fund (2e and 3e)

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Income comprises:</b>		
Organ pipe sponsorship	1,300	6,567
Grants	-	5,250
Brockham bonfire	1,500	500
Sundry sales	125	455
Quiz Night	-	2,008
Donations	22,142	23,389
Car boot sale	1,068	1,616
Dog show	1,064	1,285
Pampered chef	-	423
Concert	-	510
Prints	320	-
Confetti	349	-
Cards	145	-
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	28,013	42,003
Interest	631	1,243
Harvest Supper	383	-
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<b>TOTAL INCOME</b>	<b>29,027</b>	<b>43,246</b>
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<b>Expenditure comprises:</b>		
Quiz night	-	261
Fund-raising costs	485	-
Dog show	-	597
Car boot sale	-	339
Appeal consultant	8,747	-
Site survey	-	561
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<b>TOTAL EXPENSES</b>	<b>(9,232)</b>	<b>(1,758)</b>
	<hr/>	<hr/>
<b>Donations to charity</b>		
Quiz night – Help for Heroes		500
Car boot sale – Help for Heroes	100	250
Dog show – Brigitte Trust	100	200
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	(200)	(950)
	<hr/>	<hr/>
	<b>19,595</b>	<b>40,538</b>
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