

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CRANLEY OTHERWISE CRANLEIGH

Registered Charity No. 1131701

Trustees annual report and accounts of the PCC St Nicolas Church Cranleigh for the year ended 31st December 2010

Rector and Advisers

Rector	The Reverend Canon Nigel Nicholson The Rectory High Street Cranleigh Surrey GU6 8AS
Bankers	Lloyds TSB bank Plc Bank Buildings High Street Cranleigh Surrey GU6 8BD The CBF Church of England Funds 80 Cheapside London EC2V 6DZ
Registered Auditors	Brewers Bourne House Queen Street Gomshall Surrey GU5 9LY

Administrative information

St Nicolas Church Cranleigh is situated in The High Street, Cranleigh, Surrey. It is part of the Dioceses of Guildford within the Church of England.

The PCC was registered as a charity with the Charity Commission on 18 September 2009. Its registered name is:- The Parochial Church Council of the Ecclesiastical Parish of Cranley Otherwise Cranleigh hereafter referred to as PCC St Nicolas Church Cranleigh.

The following have served on the PCC during the period from 1st January 2010 until the date this report was approved:-

Rector	The Revd Canon Nigel Nicholson	Chairman
Curate	The Revd Jonathan Thomas	From 3 July 2010
Readers	Mrs Edna Bond Dr Colin Connolly	
Wardens	Mr Howard Hardy Mrs Angela Wild Mrs Valerie Speers	Vice Chairman From APCM 2010 To APCM 2010
Hon Secretary	Mrs Katherine Tuck	From APCM 2010
Hon Secretary (retired)	Mr Michael Trent	To APCM 2010
Hon Treasurer	Mr Roy Glasper	
Deanery Synod	Mrs Fiona Cantelo Mrs Gisela Van der Hutt Mrs Jan Durrant Mrs Julia Finill Mrs Judy Wedderspoon	To APCM 2010 From APCM 2010 From APCM 2010 From 10 November 2010
Elected members	Mr Brian Boxall Miss Jennifer Davis Mr Anthony Garstone Mr Nicholas Narraway Mrs Fiona Barker Mrs Jan Goldsmith Mrs Caroline Oldroyd Mr Robert Smith Mr Mark Wigfield Mr Richard Allon-Smith Mrs Clare Barber Mr David Cox Mr Adrian Graham-Smith Mrs Gill Avery Mr Anthony (Doug) Douglas Mr John Menlove Mr Derek Standen Mrs Hilli Waller	To APCM 2010 To APCM 2010 To APCM 2010 To APCM 2010 To APCM 2010 From APCM 2010 From APCM 2010 From APCM 2010 From APCM 2010 From APCM 2010

Additionally all have served as a Trustee of the registered charity with the exception of The Revd Jonathan Thomas and Mrs Judy Wedderspoon.

PCC ST NICOLAS CHURCH CRANLEIGH

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is registered with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Utilising the skills developed in outside careers and experience, assist in highlighting those individuals appropriate for selection to join the PCC at the Annual Parochial Meeting. A wide range of matters affect the parish, including compliance with Health and Safety, disability discrimination legislation and child protection. Appropriate training through the Diocese on specialised subjects takes place. Those attending are able to report back to the PCC. Training is also provided by parishioners compliant with topics in their day to day careers. Written resources and PC technology are also utilised.

It is intended that all PCC members serve on at least one of the committees, thus providing the means for the PCC to enquire upon any points raised within committee minutes presented to the PCC. It also allows the PCC to put forward thoughts/directives back to the committees. The committees currently in existence are:-

Standing

The only committee required by law. To have not less than five members, the Rector, two Churchwardens and two others. Has the power to transact business of the Council between Council meetings, subject to any direction given by the Council.

Buildings

Maintenance of the Church, Churchyard, Church car park, Rectory and 22 Orchard Gardens Cranleigh. Authority to carry out minor works not exceeding £500. To make recommendations to the PCC, via the Finance Committee where appropriate, for major repair or alterations including any matter involving a faculty or Archdeacon's certificate.

Church Rooms

The maintenance, administration, rental, financial and accounting control of the Church Rooms, Church Lane, Cranleigh and its surrounding grounds. Authorised to put in hand repair works not exceeding £500. If major repairs or improvements are proposed, estimates of costs are to be submitted to the PCC via the Finance Committee.

Finance

The day to day management of Church funds. The consideration of any proposed major expenditure before submission to the PCC. Advising the PCC and its committees in all financial matters. The committee may authorise the Honorary Treasurer to make day to day payments and urgent and necessary payments, the nature of which must be recorded in the minutes for presentation to the PCC.

Magazine

Overseeing all matters concerning the Parish Magazine relating to editorial, financial management and advertising. Advising and assisting the PCC in matters concerning the bookstall, lending library and sales promotions including accountability for their financing.

Media

Organise and undertake the publication, in an innovative manner, of the various events throughout the year.

Mission

Promoting the mission of the Church so that the congregation may be moved to pray, give and take interest in and accept responsibility for the setting forward of the Gospel of Christ in all the world. Recommend to the PCC the allocation of such funds as are made available for that purpose.

Rectory Fete

The organisation of the annual fete, initiating ideas for stalls, entertainment and its publicity (with assistance from the Media committee if required). Control of setting up and dismantling on the fete day.

Social

Advising, initiating, promoting and assisting in social activities.

Stewardship

To formulate annual stewardship renewal programmes, providing financial information and encouraging parishioners to improve their support of the parish finances.

Worship

Reviews and considers ideas for possible changes to the style of worship.

Partnership

With other Christian denominations within Cranleigh, the alliance of Churches together in Cranleigh was formed. Joint services and events are organised to cement relationships.

PCC ST NICOLAS CHURCH CRANLEIGH

Risk Management

The PCC has examined the principal areas of Risk Management of the Church operations and considered what risks may arise in each of these areas. In our opinion we are moving towards establishing resources and reviewing systems which in normal conditions should allow those risks identified to be mitigated to an acceptable level in day to day operations. Insurance prevails on major aspects and there are Fire Risk Assessment and Health and Safety reports formally documented and ongoing. The Church Policy statement for Child Protection and the Implementation Policy Document (implementing Diocesan policy) are both signed.

Objectives and Activities

The PCC of St Nicolas Church has the responsibility of co-operating with the Rector, the Reverend Canon Nigel Nicholson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It has responsibility for the financial affairs, the maintenance and the appropriate insurance of the Church, Churchyard, Church Rooms, Church Lane, Cranleigh and 22 Orchard Gardens, Cranleigh, goods and ornaments thereof. The PCC meets regularly and is assisted by a considerable amount of committee work, which is essential in the smooth operation of St Nicolas Church.

Main objectives

- Increase admittance to the Church of England
- Adopt an atmosphere conducive to welcoming new people to the Church
- Provide appropriate and sympathetic worship in all areas of the parish
- Encourage improvement in the knowledge of the gospels
- Strive for a welcoming atmosphere especially for young people
- Organise regular social events to provide entertainment and to encourage the wider community to attend
- Improve, renovate and maintain all controlled buildings and surrounding areas
- Undertake annually a stewardship renewal programme to improve income and talent
- Take forward Diocesan initiatives
- Undertake Mission Sundays for chosen Missions and provide grants within the ten percent of agreed income streams

Activities to achieve objectives

- Classes held for confirmation for all ages
- Newcomers' social evening
- Provision of newcomers to services and refreshments thereafter
- Regular review of worship and music to ensure that content is appropriate to all our needs
- Home communions
- Services held at various venues in and around the village
- Home visits by clergy and pastoral assistants
- Home study groups throughout the year and Lent groups taken forward
- Fellowship and Lent lunches organised and enjoyed
- Youth involvement through current groups and Church services.
- Social events organised and run by the Social Committee
- Annual fete held in July for all the village
- Improvement of income stream through Gift Days
- Taking on board advice from Diocesan meeting to increase giving especially through the gift aid scheme
- Highlight Mission Sundays through the Mission Committee
- A programme of building maintenance through professional and self help

Parishioner involvement

The PCC is indebted to all parishioners who give of their time and talent to care for all aspects of Church life. Through the committees, Church groups and the single volunteer, all aspects of worship, social, administration, teaching and maintenance are approached in a caring and meticulous fashion. It is an accepted fact that without this large number of helpers, St Nicolas and property would be in a sorry state.

PCC ST NICOLAS CHURCH CRANLEIGH

Mission

Whenever possible, ten per cent of agreed income streams is donated to approved Missions. Past PCC meetings have decided upon the charities that are supported year on year. Where income improves, it allows the Mission Committee to recommend either increasing the giving to the agreed charities or alternatively permitting smaller grants to the number of requests received each year.

Achievements and Performance

Church attendance

There are 528 parishioners on the Electoral Roll. Twentysix of this number are not resident within the parish. Three moved away and regrettably five parishioners died.

The average weekly attendance counted during October was 225 (not including School Harvest Festival).

Review of the year

The full PCC met nine times during the year with an average attendance of 56%. Committees met between PCC meetings and their minutes were received by the PCC and discussed.

In order to improve the interest earned on temporarily available funds, we have opened a 'Term Deposit' with Lloyds TSB this has also provided us with a bank charges free current account.

Our Publicity Committee worked hard to produce another thought provoking leaflet for our two Gift Days and volunteers delivered them to all the homes in the Parish. Despite this being a time of financial constraint, the people of Cranleigh again generously donated funds, a large portion of which was 'gift aided'.

The Rectory Fete 2010 was as successful and enjoyable as ever. We have to be thankful for the huge amount of time and effort put in by all involved. The Fete makes a lot of money for the Church but just as important brings everyone together.

Another exciting twelve months for the magazine committee with the production of our second part colour edition which included a selection of photos from the Flower Festival. We receive favourable comments each month which indicates that our readers enjoy the variety brought in with our rotation of editors. We gave a presentation at the Freshers Weekend and received positive feedback both by way of additional magazine subscribers and also extra distributors. The St Nicolas website continues to reach out to the wider audience as well as our regular congregation having recently clocked up 20,000 visitors.

Michael Clarke continues to lead the choir and the music group, providing musical support to the congregation and also to most weddings and some funerals. In October a contingent from the choir represented St

Nicolas Cranleigh at the Diocesan Choir Festival at Guildford Cathedral.

Both the choir and the music group have benefited from the new sound system, which enables the music group to be clearer and much better balanced, and includes discreet microphones high up in the chancel to give the choir better audibility right to the back of the church.

During 2010 the Mission Committee were pleased to support and promote the work of our 7 Missionary Societies – SAMS, USPG, Mission to Seafarers, Guildford YMCA, the Bible Society, TFR and the Children's Society, as well as supporting the work of Christian Aid Week. We also continued our support for Holy Trinity Church Aldershot on a year-on-year basis, and made grants to Edukid and CLAAS. Funds were also provided to promote Christian work in the Gambia.

On the 22nd August 2010, we rang a quarter peal of Bob and Grandsire Doubles with a 7:6:8 cover to mark the 50th Wedding Anniversary of our churchwarden Angela Wild and her husband Michael.

Congratulations to Steve Chevis, one of our new ringers, who on 24th November 2010 rang the tenor in a quarter peal of Bob and Grandsire Doubles.

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Review of the year continued

Not a great deal has been done during the year by the Buildings Committee which went into hibernation from May onwards. However, new carpets were obtained and laid and new radiators were installed both helping to make the Church a warmer and more welcoming place. Some minor repairs were carried out to maintain safety standards. In the background, work has been progressing on the restoration of the paintings in the Lady Chapel, on the construction of some beautiful new oak cupboards in the North Transept and on a number of items to meet the Architect's Quinquennial Inspection requirements. These will all come to fruition shortly.

The Committee has been rejuvenated and has held its first meeting under its new guise. There is a long list of matters to be dealt with over the next 12 months so you will be able to see the improvements soon.

The Church Office continues to be the contact point for the St Nicolas parish and is now firmly established with many people manning it three days per week.

For much of 2010 we were pleased to share the office with Colin Young and his fellow directors of the charity Cranleigh Youth Matters. This arrangement further emphasised our image in the village as probably 30% of the pedestrian traffic going to and from the shopping centre pass close by.

The parish meeting room has continued to be used on a frequent basis, and we feel that both additions to the Church Rooms complex have justified the outlay in 2009.

The fire alert system and Baynards Chapel refurbishment are complete and appreciated as both functional and adding confidence to the parish.

The installation of a very comprehensive sound system was completed in 2010 and provides excellent sound quality throughout the church.

The team which progressed this project continues to raise funds towards the cost of c£27000. Two legacies plus numerous efforts by the congregation have taken the total needed to pay off the full amount within a small figure. There is a further investigation in progress to add a recording facility.

The sound project team have trained themselves to be regular operators for a variety of requirements.

The Buildings Committee continue to work closely with the Churchwardens on regular maintenance and future projects.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report 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 & Wales requires 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 of the charity for that period. In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, 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.

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Financial review

Total Incoming Resources for the year were £264,599 an increase of £97 over 2009. The total income from Voluntary giving and Fund raising activities was £222,913 compared with £216,849 last year, showing the continuing generosity of the people of Cranleigh in supporting the Church financially.

Income from Church activities of £33,573 also showed an increase of £1,242 over the previous year. The main elements of this were an increase of £4,438 in Magazine income, arising mainly from the change to our method of accounting for advertising income in 2009, offset by a reduction of £1,379 in Church Rooms letting fees and a reduction of £1,806 in Fees from weddings and funerals.

Investment income of £8,113 showed a reduction of £5,685 compared with 2009. The interest element of this, which is generated from our deposits with the Central Board of Finance and Lloyds TSB, reduced by £465 reflecting the general decline in deposit interest rates year on year. The rental income from 22 Orchard Gardens showed a reduction of £5,220 from the 2009 level of £12,390, reflecting the end of the rental tenancy and the occupation of the house by our new Curate.

Total Resources Used in the year were £261,006 an increase of £14,944 (6.1%) over 2009.

Parish share largely provides the stipends and housing for the clergy. The sum that churches in the diocese have to find is shared between the churches according to a formula that is based mainly on a head count of the congregation and the prosperity factor of the area surrounding that church. Our share of these costs reduced by £2,910 in the year to £125,490.

Church Rooms running costs were down by £3,216, however an additional amount of £4,447 was included in Repairs & Replacements for refurbishment of the floor. However, the Church Rooms still showed a net income of £3,737.

The total level of repairs/replacements increased from 2009 by £16,272 to £47,332 but mainly related to a completely different set of projects to the prior year. The details of these are included in Note 15 to the accounts.

The Net Incoming Resources for the year of £3,593 were £14,847 less than the previous year. This results from almost static Incoming Resources and the relatively steep increase in Resources Used; the latter arising from a large increase in planned spending on repair/replacement projects.

Reserves policy

Each year we endeavour to assign or transfer funds to designated funds in an attempt to cover those larger payments for renewal or replacement of plant and Church improvements that cannot be covered from restricted funds. Additionally the above falls in with our policy to try and maintain unrestricted funds to equate to at least six months of future unrestricted expenditure to cover situations as they may arise from time to time. With unrestricted funds (excluding Church Rooms) totaling £154,432 as at the end of 2010 that policy was achieved. The balance of £25,814 in the Church Building Fund (restricted) and £2,000 in the North Transept Fund (restricted) are retained towards meeting the costs of planned maintenance/improvements that are highlighted later in this report.

It is normal practice for excess cash balances relating to these funds to be invested in either Lloyds TSB 'Fixed Term Deposit' or the CBF Church of England Deposit Fund.

Plans for the future

A complementary cupboard scheme is now finally planned for the North Transept, a faculty request will be considered by the Diocese and installation completed by the Spring of 2011.

The changes to the North Transept will subsequently allow the modifications in the choir vestry leading to space created for an added toilet to the one in the Clergy vestry. The relocated flower arrangers materials and church cleaning equipment will give the choir their vestry back as it was a long while ago!

A major restoration of the Lady Chapel window wall paintings is planned to be completed in 2011. Consultation with experts in this field are in progress and costs for the work are expected by the end of Feb 2011.

Approved by the PCC on 9 March 2011 and signed on its behalf by
Reverend Canon Nigel Nicholson (PCC Chairman and Rector)

PCC ST NICOLAS CRANLEIGH

**STATEMENT OF FINANCIAL
ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2010**

	Notes	Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
Incoming Resources					
Voluntary income	(1a)	187042	13320	200362	200766
Activities for generating funds	(1b)	11663	10888	22551	16083
Investment income	(1c)	7864	249	8113	13798
Incoming resources from charitable activities	(1d)	33573		33573	32331
Other incoming resources				0	1524
Total Incoming resources		240142	24457	264599	264502
Resources used					
Costs of generating voluntary inc.	(2a)	2959		2959	1017
Fund raising trading	(2b)	4393	250	4643	5528
Charitable activities	(2c)	16800	3279	20079	20470
Church activities	(2d)	208440	22747	231187	217118
Governance	(2e)	2138		2138	1929
Total resources expended		234730	26276	261006	246062
Net incoming resources before other recognized gains and losses		5412	-1819	3593	18440
Gains/(losses) on investment assets:					
on revaluation - property	3		5818	5818	10981
on revaluation - investments	4		18	18	-87
Net transfers	9			0	0
Net movement in funds		5412	4017	9429	29334
Balances brought forward 1st January 2010		162845	723579	886424	857090
Balances carried forward 31st December 2010		168257	727596	895853	886424

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BALANCE SHEET AT 31 DECEMBER 2010

Fixed assets	Notes	2010	2009
Tangible	3	727089	722048
Investment	4	468	450
		<u>727557</u>	<u>722498</u>
Current assets			
Debtors	5	8000	9402
Short term deposits	6	153964	133709
Cash in bank and in hand	6	17620	31139
		<u>179584</u>	<u>174250</u>
Liabilities			
Creditors - amounts falling due within one year	7	11288	10324
Net current assets		168296	163926
Total assets less current liabilities		895853	886424
Creditors - amounts falling due after one year			
Total net assets	8	<u>895853</u>	<u>886424</u>
Parish funds			
Unrestricted funds	9	168257	162845
Restricted funds	9	727596	723579
Endowment funds			
Total funds		<u>895853</u>	<u>886424</u>

Approved by the Parochial Church Council on 9 March 2011 and signed on its behalf by:
The Reverend Canon Nigel Nicholson (PCC Chairman and Rector)

The notes on pages 10 to 14 form part of these accounts

PCC ST NICOLAS CHURCH CRANLEIGH**Notes to the financial statements for the year ended 31 December 2010****Accounting policies**

The financial statements have been prepared in accordance with the Church Accounting regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value and freehold buildings at the insured value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Endowment funds are funds, the capital of which must be maintained, only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest and b) 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 there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is 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 and in respect of contractual income, the related goods or services have been delivered. All incoming resources are accounted for gross.

Resources expended

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 due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property are not included in the accounts by s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Rector 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). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has a cost of more than £1000 so all such expenditure has been written off when incurred.

Equipment with a purchase price of £1000 or more being used within the church premises is capitalised and depreciated on a straight line basis over four years.

The Church Rooms are included at an insured value as confirmed by Ecclesiastical Insurance Office Plc. The property 22 Orchard Gardens, Cranleigh is included at an insured value as confirmed by Ecclesiastical Insurance Office Plc plus land value.

Investments

These are valued at market value as at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rent or other income are shown as debtors less provision for amounts that may prove uncollectible.

NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2010

1. Incoming resources		Unrestricted	Restricted	2010	2009	
Incoming resources from generating funds		funds	funds			
(1a)	Voluntary giving	Notes				
	Planned giving: Gift aid donations	10	82226	82226	79964	
	: Tax recoverable		31206	951	32157	
	: Other		18304		18304	
	Collections (open plate)		16469	3025	19494	
	Gift days		15339		15339	
	Donations, appeals etc		5498	7344	12842	
	Legacies		18000	2000	20000	
			<u>187042</u>	<u>13320</u>	<u>200362</u>	
	Activities for generating funds					
(1b)	Fund raising		11663	10888	22551	
			<u>11663</u>	<u>10888</u>	<u>22551</u>	
(1c)	Investment income					
	Interest		694	249	943	
	Rent		7170		7170	
			<u>7864</u>	<u>249</u>	<u>8113</u>	
(1d)	Income from church activities					
	Bookstall		205	205	216	
	Magazine	11	7325	7325	2887	
	Church room lettings	12	17462	17462	18841	
	Fees		8581	8581	10387	
			<u>33573</u>	<u>33573</u>	<u>32331</u>	
	Other incoming resources			0	1524	
	Total incoming resources		240142	24457	264599	
					264502	
2. Resources used			Unrestricted	Restricted	2010	2009
			funds	funds		
(2a)	Costs of generating voluntary income		2959		2959	1017
(2b)	Fund raising trading		4393	250	4643	5528
(2c)	Charitable activities					
	Mission giving	13	16800	3279	20079	20470
(2d)	Church activities					
	Diocesan parish share		125490		125490	128400
	Ministry costs		5602		5602	4478
	Church running expenses		10592		10592	9536
	Church maintenance		5961		5961	3335
	Upkeep of services		2654		2654	3006
	Churchyard upkeep		889		889	499
	Honoraria/salaries	14	10720		10720	10384
	Bookstall		212		212	179
	Magazine	11	4579		4579	4565
	Training		1196		1196	749
	Church rooms running costs	12	9278		9278	12494
	PCC property upkeep		1227		1227	1935
	Repairs/replacements	15	24585	22747	47332	31060
	Administration	16	4678		4678	5721
	Depreciation		777		777	777
			<u>208440</u>	<u>22747</u>	<u>231187</u>	<u>217118</u>
2(e)	Governance					
	Audit		2138		2138	1929
	Total resources used		234730	26276	261006	246062

Note 3	Tangible assets	Freehold land & buildings at valuation	Office equipment
Balance as at 1st January 2010		721271	6557
Additions during the year			
Revaluation		5818	
Disposal/deletions during the year			
Balance as at 31st December 2010		<u>727089</u>	<u>6557</u>
Depreciation			
Balance as at 1st January 2010			5780
Charge for the year			777
Disposal/deletions during the year			
Balance as at 31st December 2010			<u>6557</u>
Net book value as at 31st December 2010		<u>727089</u>	<u>0</u>

The freehold land and buildings comprise 22 Orchard Gardens, Cranleigh and The Church Rooms, Church Lane, Cranleigh. The values are based on the insured figure plus land value in the case of 22 Orchard Gardens. They are both held for charitable purposes.

Note 4	Fixed asset investment	Cost	Market value 2010	Market value 2009
Government stock		669	468	450
Total		<u>669</u>	<u>468</u>	<u>450</u>
Balance as 1 January 2010			450	537
Unrealized gains/(losses)			18	(87)
Balance 31 December 2010			<u>468</u>	<u>450</u>

Note 5	Other debtors	2010 Unrestricted	2010 Restricted	2010 Total
Running costs - paid in advance		1015		1015
Interest on investments		100	43	143
Tax due on covenants		6593		6593
Church Rooms - letting fee		249		249
Legacy				0
Total		<u>7957</u>	<u>43</u>	<u>8000</u>

Estimate made at current interest rate at end of year for interest on investments

Note 6	Cash at bank, on deposit and in hand	2010	2009
Lloyds TSB Plc General		13614	26750
Lloyds TSB Plc Church Rooms		3567	3925
Petty Cash		439	464
		<u>17620</u>	<u>31139</u>
Lloyds TSB Plc Term Deposit		100000	0
Central Board of Finance		53964	133709
		<u>171584</u>	<u>164848</u>

Note 7 Creditors

	2010 Unrestricted	2010 Restricted	2010 Total	2009 Total
Audit	2040		2040	1900
Payment for 2011 Magazine adverts	3032		3032	3438
Sound System	2792		2792	0
Running costs	3239		3239	4986
Funds collected on behalf of others		185	185	0
	11103	185	11288	10324

Note 8 Analysis of net assets by fund as at 31 December 2010

	2010 Unrestricted	2010 Restricted	2010 Total	2009 Total
Tangible fixed assets	35063	692026	727089	722048
Investments		468	468	450
Current assets	144296	35288	179584	174250
Current liabilities	(11103)	(185)	(11288)	(10324)
	168256	727597	895853	886424

Note 9 Movement analysis of funds during 2010

	Balances 01/01/10	Income	Exp	Transfers out	Transfers in	Capital gains/ losses	Balances 31/12/10
Unrestricted funds							
General unrestricted	49940	197985	(200867)		3310		50368
Building	76344	6261					82605
Church rooms	10083	17467	(13725)				13825
Equipment reserve	9363	44	(5417)				3990
Car park	2815	14					2829
Altar frontal	2300	2870	(530)				4640
Carpet	2000	5500	(4190)	(3310)			0
North Transept	0	10000					10000
Sound system	10000		(10000)				0
Total Unrestricted Funds	162845	240141	(234729)	(3310)	3310	0	168257
Restricted funds							
General restricted	86	10011	(2809)				7288
Bishop's Lent appeal	0	469	(469)				0
Church building	34797	1284	(10267)				25814
North Transept	0	2000					2000
Sound system	2038	10693	(12731)				0
Property	686208					5818	692026
Investment	450					18	468
Total Restricted Funds	723579	24457	(26276)	0	0	5836	727596
Total Unrestricted and Restricted Funds	886424	264598	-261005	-3310	3310	5836	895853

Individual fund transfers

From	To	Amount	Reason
Carpet	General unrestricted	3310	Unused designated Carpet Fund

Note 9 Movement analysis of funds during 2010 (cont'd.)

Fund purposes

Name	Purpose
General	Unrestricted/undesignated funds available for any PCC purpose
Building	Funds allocated for repairs/renewals to property for which PCC is responsible
Church rooms	Maintenance and general day to day running of the Church Rooms
Equipment reserve	To replace equipment as it becomes redundant
Car park	Funds allocated for future repairs to car park
Altar frontal	For repair of the Altar frontals
Carpet	For replacement of the Church carpet
North Transept	For improvement of the north transept
Sound system	For replacement and improvement of the Church audio system
General restricted	Special service collections allocated to charities and restricted donations
Bishop's Lent appeal	Funds received for the Bishop of Guildford's annual Lent appeal
Church building	Funds received and paid away for works to property for which PCC is responsible
Property	Current value of the Church Rooms and 22 Orchard Gardens
Investment	Covers government stock portfolio

Note 10 Planned giving

	2010	2009
Number of covenanters	272	271
Number of non-covenanters	16	19
	288	290

Note 11 Magazine

	2010	2009
Subscriptions	2680	2299
Advertisements	4234	172
Cash sales	412	416
Total income	7326	2887
Printing & other costs	(4579)	(4565)
	2747	(1678)

Note 12 Church Rooms

	2010	2009
Letting income	17462	18841
Less:		
Normal running expenses	(9278)	(12494)
Floor refurbishment (See Note 15)	(4447)	0
	3737	6347

Note 13 Administration costs

	2010	2009
Fees/memberships/subscriptions	155	151
Photocopier	674	831
Postage	372	292
Stationery	1376	1298
Telephone	849	444
Technical support	380	493
Bank charges	253	1373
Sundry	619	839
	4678	5721

PCC ST NICOLAS CRANLEIGH
NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2010
Note 14 Grants payable

	2010	2009
Bible Society	1754	2003
Bishop of Guildford's Lent appeal	469	536
Bishop of Guildford's Foundation	997	1454
Children's Society	1678	2212
Christian Aid		400
Church Missionary Society	1758	
Churches together in Cranleigh	100	50
CLAAS	950	
Down Syndrome Educational Trust		220
Earl Haig Fund	311	384
Edukid	1000	1000
Guildford Dioc. Guild of Bellringers	50	100
Guildford YMCA	1766	1900
Holy Trinity Church Aldershot	2500	2500
Luke Frett - Christian work in Gambia	1500	
The Mission to Seafarers	1844	2094
SAMS		2050
Task Force Romania	1100	1552
USPG	1682	2014
Other	620	
	20079	20469

Note 15 Repairs & Replacements

	2010	2009
Landscaping Churchyard		800
Altar frontals	530	3700
Electrical repairs - Church & Churchyard		8024
Church fire alarm		8187
Oak shelving in Baynards		10349
Church Rooms - Floor refurbishment	4447	
Church carpet	4190	
Church heating system	10267	
Sound system	27898	
	47332	31060

Note 16 Honoraria and salaries

	2010	2009
Salaries	7320	7070
Honoraria	3400	3314
	10720	10384

During the year the PCC employed an organist, assistant organists, office administrator and verger, all part time. No payments to these individuals were large enough to attract social security costs. Other than reimbursement of costs incurred on behalf of the PCC and expenses paid to the incumbent and curate in the normal course of their ministries, no payment or expenses were paid to other PCC members or persons closely connected with them or other related parties.

END