

**The Parochial Church Council of the
Ecclesiastical Parish of St. Michael,
Betchworth
Annual Report and Financial Statements
31 December 2017**



**AGENDAS FOR
THE ANNUAL VESTRY MEETING OF PARISHIONERS and
THE ANNUAL PAROCHIAL CHURCH MEETING of ST MICHAEL, BETCHWORTH
Sunday 22 April 2018 at 12.15 in St Michael's Church**

ANNUAL MEETING OF PARISHIONERS

1. Prayers
2. Apologies
3. Minutes of the 2017 Vestry Meeting of Parishioners
4. Election of Churchwardens for 2018-2019

Those on the Church Electoral Roll and those who live in the ecclesiastical parish area and whose names are on a register of Local Government Electors, by reason of such residence, are entitled to vote on the election of Churchwardens.

Only those on the Electoral Roll may vote on agenda items in the Annual Parochial Church Meeting (APCM) that follows.

ANNUAL PAROCHIAL CHURCH MEETING

1. Minutes of 2017 Annual Meeting
2. Presentation of the Annual Report (Part 1)
 - Report on the Electoral Roll (page 7)
 - Report on the proceedings of the Parochial Church Council (pages 3-6)
 - Report on the fabric, goods and ornaments (page 7)
 - Report on the Diocesan & Deanery Synod (pages 8-9)
 - Report of Financial Statements (pages 9-18).
3. Appointment of the Independent Examiner for the 2017 financial Statements
4. Elections: Parochial Church Council and Sidesmen
5. Annual Report from Church & Village Activities (Part 2)
6. Rector's Report 2017 (Part 2)
7. Discussion on matters of general parochial interest. *(It would be helpful, although not essential; if you would notify the Chairman or Hon. Secretary of items before the meeting starts).*

ST MICHAEL, BETCHWORTH, SURREY

Minutes of the Annual Meeting of Parishioners & the Annual Parochial Church Meeting held on Sunday 2 April 2017 at 12.30 pm in St Michael's Church.

1. PRESENT

Revd Carol Coslett, Rector (Chair), Melvin Hughes (Hon PCC Secretary) and, 29 Parishioners.

2. APOLOGIES FOR ABSENCE

These were received from: Jane Forrester, Martin Higgins, Rhona Hill, Brenda Judd, John Mansbridge and Sue & Richard Perkins.

3. ANNUAL MEETING OF PARISHIONERS

3.1 Prayers

The Rector opened the Meeting with a prayer.

3.2 Election of PCC Secretary

Melvin Hughes was elected to this role (proposed by the Rector, seconded by Pam Armitage and agreed by the Meeting).

3.4 Minutes of the 2016 Meeting of Parishioners

The minutes of Meeting held on 23 April 2016 were accepted as a true record (proposed by Margaret Miller, seconded by June Letheren and approved by the Meeting).

3.5 Election of Churchwardens for 2016 – 2017

Both Hilary Ely and Linda Slater had agreed to stand again for election. Their elections were proposed by Jane Forrester, seconded by Margaret Miller (Hilary) and Pam Armitage, seconded by David Rodin (Linda) and approved by the meeting.

4. ANNUAL PAROCHIAL CHURCH MEETING

4.1 Minutes of 2016 Annual Meeting

The minutes of the Meeting held on 23 April 2016 were accepted as a true record (proposed by Margaret Miller, seconded by June Letheren and approved by the Meeting).

4.2 Presentation of the Annual Report

4.2.1 *Annual Report 31 December 2016* - This was as set out in the APCM booklet.

4.2.2 *Electoral Roll* - Rhona Hill reported that as at 17 March 2017, there were 170 names on the Electoral Roll, 65 within the Parish and 107 outside the Parish. As at 16 April 2016, there were 149 names on the Electoral Roll, 55 within the Parish and 94 outside the Parish.

4.2.3 *Report on the Proceedings of the PCC (Review of the Year)*: In addition to the information set out in the APCM booklet Hilary Ely noted that some key highlights from 2016. These included

- the completion of the Organ, Vestry and WC project all of which had enhanced the Church (thanks were due to the Harrison Foundation for generous donations to the project);
- the development of the Mission Action Plan (“MAP”) covering future worship, events and activities;
- the Ordination as Deacon of Helen Burnett in Southwark Cathedral;

- the Institution of the Rector as an Honorary Canon of Southwark Cathedral;

Particular thanks were due to Graham Williams who undertook numerous practical tasks. Finally, thanks were due to those people not mentioned by name but whose contribution was recognised and valued.

4.2.4 *Report on Deanery Synod* - This was as set out in the APCM booklet.

4.2.5 *Report on Fabric, Goods and Ornaments* - In addition to the information in the APCM booklet, Martin Higgins had provided some information about future matters. Martin was trying to track down the survey that was done for the new vestry which was needed before the architect could do the drawings for the restoration of the valley gutter over the organ.

4.2.6 *Report of Financial Statements* - In addition to the information in the APCM booklet, Charles Hardy reported that at year end the General Fund stood at £28,289 (£23, 816 in 2015) and the Fabric Fund at £10,235 (£10,237 in 2015). The net movement of funds indicated a surplus on the General Fund of £4,473 (£6,329 in 2015). Therefore the Church was solvent but not likely to be sufficiently in funds to cover the costs of work identified in the Quinquennial Inspection. Chris Braidwood (the Independent Examiner) had signed off the financial statements. It was noted that Fixed Assets related predominantly to the new organ (direct building costs of the organ had been capitalised with depreciation charged at 2.5% to write off the total cost over 50 years). The Treasurer proposed adoption of the accounts – this was seconded by Hilary Ely and carried unanimously.

Parish Pledge (Parish Support Fund) - The amount pledged by the Parish for 2016 (£30K) had been paid in full. The pledge for 2017 had been increased by approximately 10% to £33K. Thus the monthly payments had been increased by the same percentage; top-up payments would be made as needed in June and September 2017. The Rector stressed the need to increase our giving as a Parish/Benefice to meet the average cost for a parish with one full time stipendiary priest living in a Diocesan house which is estimated as being about £74K (2016). For 2016 Betchworth had contributed £30K and Buckland £25K which fell £20K short of this objective.

Independent Examiner - Thanks were expressed to Chris Braidwood who carried out the work of Independent Examiner pro bono and to Charles for all his hard work as Treasurer.

5 APPOINTMENT OF INDEPENDENT EXAMINER –

Chris Braidwood was proposed by the Treasurer, seconded by Hilary Ely, as the Independent Examiner and was elected unanimously.

6 ELECTIONS

6.1 Elections to Deanery Synod

The following had been proposed and seconded as lay members of Deanery Synod: Pam Armitage, Tom Briscoombe, Margaret Miller and Linda Slater. The Meeting agreed their election.

Election of PCC Members

The following had been proposed and seconded as representatives of the laity on the PCC: Richard Grassly, Charles Hardy, Martin Higgins, Bernard Hawkins, Melvin Hughes, Amy Jago, Jo Oliphant, Bridget Ridley and David Rodin. The Meeting agreed their election.

6.2. Election of Sidesmen

Hilary Ely read the list of those willing to serve this being: Pam Armitage, Tom Briscoombe, Ginny Eaton, Bob Ely, Bernard Hawkins, Christine Holt, June Letheren, John Mansbridge, Margaret Miller, Peter Pemberton, Richard and Susan Perkins, Bridget Ridley, David Rodin, Pat Sequeira, Graham Williams and John Wilkins. His Honour Peter Slot proposed and Paul Holt seconded this proposal and the Meeting approved their election.

7 ANNUAL REPORTS OF CHURCH ORGANISATIONS

Reports relating to the activities within the church as set out in '*St Michael's 2016 Annual Report from Church & Village Activities; Rector's Report*' had been circulated. The Rector highlighted some specific points: thanks to Melanie Marsh (who was returning to the USA in May) for selecting the photographs on the inside front, inside back and back covers of the Village Activities Booklet celebrating various events during the year; thanks to all who had willingly submitted reports on the wide range of activities covered in the booklet, and, thanks to all individuals for the hard work that underpinned these activities.

8 RECTOR'S REPORT

In addition to the Report in the APCM booklet, the Rector noted:

- the joy felt at Helen Burnett's Ordination at the same time balanced by the loss of her Ministry although work continues to carry forward the different strands started by her – contemplative prayer and the work with children and young people, and,
- the review of our Mission Action Plan with its vision to "Get to know God together, Care for each other, and, serve our neighbours". In 5 years time we wanted to be described as "An inclusive church, that is Open to all, relevant to the needs of the community and the centre of village life". Five key priorities had been developed going forward in the joint benefice plan.

9 DISCUSSION AND MATTERS OF PAROCHIAL INTEREST (AOB)

The following were raised:

- Graham Williams asked about the damage to the Cross on the stone archway at the east end of the Churchyard. It was understood that Martin Higgins had possession of the missing piece and was discussing with the Hamilton Estate who was going to pay for restoration (the damage had been caused by a tree that fell from the Estate);
- Tom Briscoe commented on the success of the open Belfry event. It was confirmed that a similar event was proposed for Buckland this year, and,
- Revd Canon David Eaton proposed a vote of thanks to the Rector for all the energy and effort she devoted to Parish matters.

The Meeting ended at 1.15 pm.

ST MICHAEL, BETCHWORTH
ANNUAL REPORT AND ACCOUNTS

31 DECEMBER 2017



St. Michael's Church, Betchworth Parochial Church Council

Report and Financial Statements 2017

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St. Michael's Church, Betchworth Parochial Church Council

Registered Charity

No. 1132724

Incumbent

The Revd. Canon C Coslett

Church Wardens

L Slater

H Ely

Honorary Treasurer

S C Hardy F.C.A.

Ravenleigh

Station Road

Betchworth

RH3 7DF

Other members of the Parochial Church Council

P Armitage

T Briscoombe

G Eaton

R Grassly

B Hawkins

M Higgins (Fabric Officer)

M Hughes

A Jago

M Miller

J Oliphant

B Ridley

D Rodin

P Tanner

Secretary

M Hughes

Ashcroft,

10, Ridgeway Close,

Reigate

RH2 0HT

Bankers

National Westminster Bank

High Street

Reigate

RH2 9AD

Independent Examiner

Mrs C Braidwood F.C.A.

Lowood

The Street

Betchworth RH3 7DJ

St. Michael's Church, Betchworth Parochial Church Council

Annual Report 31 December 2017

This Annual Report is prepared in accordance with the Church Accounting Regulations 2006 and the Church Representation Rules and the Charities Act 2011 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 22nd April 2018, 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. It operates under the Parochial Church Council Powers Measure, and is registered with the Charity Commission. 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 has been supported in her ministry in 2017 by: Canon David Eaton (retired priest); His Honour Peter Slot as Reader; and the churchwardens, Hilary Ely and Linda Slater. In meeting its commitments the PCC 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. There is no specified term of office.

The members of the PCC who are also its trustees, are shown on page 1. A full list of church officials is as follows:

Incumbent	The Revd. Canon Carol Coslett
Priest in Retirement	The Revd. Canon David Eaton
Reader Emeritus	His Honour Peter Slot
Churchwardens	Mrs. Hilary Ely Mrs Linda Slater
Treasurer	Mr Charles Hardy
Fabric Officers	Mr Martin Higgins (to October 2017) + Mr Paul Tanner
Diocesan Synod Representative	Mrs. Ginny Eaton
Deanery Synod representatives	Mrs Pamela Armitage Mrs. Linda Slater Mrs Margaret Miller Mr Tom Briscoombe
Elected members	Mr Richard Grassly Mrs Joanne Oliphant Mr David Rodin Mr Bernard Hawkins Mrs Amy Jago Mrs Bridget Ridley Mr Melvin Hughes
Organist & Choirmaster	Mr. Melvin Hughes
Safeguarding Officer:	Mrs Margaret Miller

St. Michael's Church, Betchworth Parochial Church Council

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 directions 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, Clergy and Churchwardens of Betchworth, Buckland, Brockham, Leigh, Charlwood and Sidlow, and discusses joint events and the way ahead as a group. Brockham and Leigh joined the Upper Mole Group in January 2017.

Other sub-committees: These are formed on an ad hoc basis. The Education and Outreach and the Worship sub-committees continue to operate successfully. Musical events are managed by the Organ Concerts Sub-Committee on behalf of the PCC.

Joint Education and Outreach Joint Parish Sub-Committee

Responsible to the PCC for planning and organising:

- Outreach - by establishing and encouraging new opportunities to the local community, 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. Must be 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.

The Committee has met three times during the year, and is a valuable medium to help plan and get support for outreach projects and our work with younger families in the villages. (See detailed report in part 2)

Joint Worship Sub-Committee

The Rector, churchwardens, organist, musicians, service rota planners and choir directors have had discussions and have planned different forms of worship during the course of this year. The sub-committee is responsible to the PCC 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; and
- Participating in the planning of special occasions, and assisting in the choice and provision of music in worship.

The Committee has met twice during 2017, to discuss joint services, ideas for changes in services and plans for future festival services.

St. Michael's Church, Betchworth Parochial Church Council

Pastoral Care

Mrs Linda Scott has continued to be a contact in the magazine for people to request a visit. The Rector and Canon David Eaton have taken communion to those who are house bound or in care homes. There is a small group of pastoral visitors for the Benefice who visit people in hospital or in their own homes on request, and support the need to help with transport to church.

Objectives and Activities

The objective of the PCC is to facilitate the smooth running of the church in the village, and, as stated above, 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 December 2017

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

Finance

Fabric and churchyard

Deanery Synod/ Diocesan Synod

Upper Mole Group of Churches

Education and Outreach

Safe Church Policy/ Health and Safety

Churchwardens' Report 2017

Achievements and Performance

With all our major projects completed in 2016, this has been a year for consolidation, and for planning to realise the benefits of our newly reordered church. The flexible new vestry space can be converted by the fully opening screen to form part of the church for hospitality, and for registering weddings. With the screen closed it is a vestry space, meeting space, and worship space where our contemplative prayer group takes place.

At the opposite corner of the church, Four Angels Corner was set up in 2016 with a temporary Archdeacon's Licence. A full faculty for the removal of pews forming Four Angels Corner has been applied for this year, requesting it be made a permanent feature of our church building and worship. Sunday activities for children have been revived with the establishment of the Sunday Club, with a number of families participating in leading a session on the first Sunday of each month. Grateful thanks are due to Sarah Munro, Amy Jago, Rachel Thornhill, and all who have contributed to the successful launch of the Sunday Club.

Parish Developments

In October we gave thanks for 10 years of ministry of our Rector with us in the benefice.

Also this year, our long-standing and much-loved Reader, His Honour Peter Slot, retired. He preached his last sermon as Reader on 3rd December, his 85th birthday. He was presented with gifts, and a letter from the Diocese designating him Reader Emeritus. We are profoundly grateful for his dedicated service, his excellent leading of worship, and his wise sermons, so full of the clarity of his faith.

In November, we received the news of well-deserved promotion for our Rector, to the post of Archdeacon of Chesterfield. She takes up her post in March.

In February St Michael's again took part in the regular wedding preparation day at Brockham Church Hall, when couples who are choosing to marry within the Upper Mole Group of churches

St. Michael's Church, Betchworth Parochial Church Council

have the opportunity to learn about what they can expect on their wedding day and meet up with other couples to discuss plans. This event has proven to be extremely useful in getting to know couples better and in helping them to feel comfortable in our church. This year, St Michael's was the chosen venue for 12 weddings, including the joy of the wedding in June of long-standing choir member, Elizabeth Oliphant, to Sam Robinson.

This year's Lent Course was jointly run by and for the churches of the Upper Mole Group. Led by the Revs. Rob Kenyon and Sue Weakley, the course was a series of Lenten reflections based on the film of Les Miserables. The Walkabout All age service was held on Good Friday morning at Buckland, while on Easter Sunday the Sunday Club hosted children's activities in the Hamilton Room. As usual the choir embraced the beautiful service of Passiontide music and readings on Good Friday followed by a well-attended service on Easter morning.

The Harvest Festival was held on 17th September, with a full and beautifully decorated church and the donation of many generous gifts which we gave to those in the parish or who have a connection with St Michael's and who may be ill or bereaved. We were also able to give a large donation to Welcare in the form of food and fresh produce. It was followed by a very successful barbecue Harvest Lunch on the Goulburn Green, with fun dog show and Tug of War; thanks to Diana Fitchett and David Lynch for co-ordinating such a successful event, and to Pam Armitage for organising the dog show.

On 24th September St Michael's hosted the Deanery Confirmation service, when 19 candidates, all from churches in the Upper Mole Group were confirmed by +Jonathan, Area Bishop of Croydon.

Christmas always proves to be a big draw for our church family and we were delighted that numbers for all the services were high this year. On Christmas day it was particularly lovely to welcome back so many families, including wedding couples to our morning service. The midnight service this year was held in St Michael's Church, with a much-increased congregation.

The new organ continues to be the focus for the musical life of St Michael's, with 2 very well-supported organ recitals, by internationally renowned soloist D'Arcy Trinkwon in June, and Stephen Disley in September. In December as in recent years, Betchworth and Buckland Choral Society gave their Christmas concert in St Michael's.

After the huge success of last year's, our second Alternative Christmas Tree Festival was held on the last weekend of November. 20 village and church organisations rose to even greater creative heights with their trees. This year's winner of the Barbara Hawkins Cup was Broome Park with its moving tree of memories; 2nd place was taken by the St Michael's Bellringers. This year's Festival had as its focal point a knitted Christmas tree, made of nearly 700 knitted squares arranged as overlapping branches, and beautifully lit with sparkling lights. The creation of this tree reintroduced many of our parishioners to the art and pleasure of knitting. The squares are destined for a refugee charity to be made up into winter blankets, so our tree will have a life beyond its time in our church. Thanks are due to Pam Armitage and her team of helpers for the inspiration and hard work that made this happen.

The monthly drop-in teas continue to be very popular with a mixture of visitors including residents from Broome Park with carers and spouses as well as passing dog walkers (dogs are made very welcome), cyclists and even funeral directors who beautifully timed a funeral to allow them to enjoy our tea and cakes. Huge thanks go to Margaret Miller and her ever willing team of helpers for making this such a great success.

In appreciating all those who give of their time and support to the church we are immensely grateful to Reverends David Eaton and Frank Lehaney, as well as Readers Peter Slot and Bob Slater, who have continued to support Carol in providing a full pattern of worship in both churches in the benefice.

St. Michael's Church, Betchworth Parochial Church Council

As with most churches financial matters and appropriate management of our resources were at the forefront of our concerns this year but we were glad that we were able to make full payment of our pledge to the diocese for the Parish Support Fund.

Our congregation proves to be very generous in its giving which means that we are able to look beyond our parish to the needs of those less fortunate than ourselves both at home and abroad, particularly supporting the plight of the Refugees through USPG and the Diocese of Europe. Our support amongst others continued for Welcare, the Children's Society, the Royal British Legion and Christian Aid as well as the locally run Lungu Sierra Leone charity.

Our Verger (and in reality third church warden) Graham Williams continues to be ever dependable in opening up the church, ensuring that there is a rota of people who lock it up and undertakes numerous practical tasks, often unseen and unheralded. As a result of their commitment we are able to keep our church open every day of the year; judging by the comments in the visitors book this is very much appreciated. Our thanks go to everyone involved in doing this.

Our church services could not happen without a number of people including a wonderful band of Sidespeople who welcome you into the church and look after the congregation during the service, those who read lessons, intercessors, flower arrangers, those who provide coffee after the service, church cleaners, bell ringers, choir members, music group musicians and many other who allow us to continue to worship in our beautiful historic church. In addition to his role as organist and PCC secretary Melvin Hughes has also taken on the role of organising the rotas for much of the above. To all these people the churchwardens are immensely grateful.

With the beauty and historical interest of a church of the age of St Michael's comes the responsibility of a Grade 1 listed building and the need to ensure that we keep an eye on repairs and that they are undertaken to an appropriate standard. In October our Fabric Officer, Martin Higgins stepped down after many years in this vital role. We were able to express our appreciation and thanks to him with a presentation of gifts on 29th October at a Joint Upper Mole Group Service, appropriately, as it was a celebration of bells and bellringing, and Martin also is our long-standing Captain of Bells. We are grateful to Paul Tanner for agreeing to step into the role of Fabric Officer.

We are also extremely grateful to our treasurer, Charles Hardy who ensures that our financial matters are sound as well as providing advice to the PCC on our budget.

And finally, there will be a number of people who will not be mentioned by name but whose contribution is recognised and valued. On behalf of the PCC, we give our sincere thanks to everyone who works so hard throughout the year for our church and our community.

Linda Slater and Hilary Ely, Churchwardens

Safeguarding

A Parish Safeguarding Officer (PSO) is there to be a contact for anyone who is, or thinks another is, being bullied, suffering abuse or may be at risk of physical or mental harm. A PSO is also responsible for arranging a DBS check (Disclosure Barring Service) on anyone who is working, through the Church, with young or vulnerable children or adults. That is helping with any children's activities run by either Parish.

During 2017, while the Sunday Club has been finding its feet, most of the leaders have been DBS checked, by the registered on-line system. This makes for a much faster check and without the need to complete pages of information, for it then to be posted to Southwark Diocese. The same leaders have also completed the initial training course, for all those working with children and adults who may be vulnerable. This course makes one aware of potential situations where risk assessment is in the interest of both leaders and those attending events within the Church.

Contact details for the PSO in each Parish is in the Parish magazines, and on the web-site.

Margaret Miller (PSO for St Michael's Betchworth)

St. Michael's Church, Betchworth Parochial Church Council

Report on the Fabric of St Michael's Betchworth for 2017

During 2017, the PCC considered the following items relating to the fabric of the church:

- The Quinquennial Inspection, which took place in 2016, generated a programme of work to be done before the next inspection due in 2021. Just one item was flagged as urgent: we advised to ensure that a durable solution is found for the valley gutter between the chancel and the south chancel roofs and directly over the new organ, which was temporarily repaired after a roof leak in 2016. Investigations of the various options have begun; meanwhile, the repair is deemed good for the time being, while we actively seek the best long-term solution. This potential project, with further less urgent packages of work to stonework and the Horsham stone roof reported on last year, will be the focus for fundraising to replenish the Fabric fund.
- A faculty application was in progress for the permanent removal of three pews in the north-west corner of the nave to create Four Angels Corner for children and families, in place of the expired temporary permission by Archdeacon's Licence. Approval was still awaited at the close of 2017.
- There was a visit in May 2017 by Tree Officers of the Diocese and Mole Valley DC to discuss various issues to do with churchyard trees and bushes. There is now a better understanding of the status of the churchyard trees. Plans are being developed to control growth of shrubs and saplings, and to remove a dead elm tree.

In May and November, Graham Williams arranged our regular churchyard clear-ups. Our grateful thanks to him, and to those who kept the workforce supplied with tea and cake. It is to be noted that the excellent work done by our contractor Josh Flynn to maintain the churchyard with regular grass cutting and strimming has made these sessions much easier in the past year.

In October, Martin Higgins stood down after many years devoted work as Keeper of the Fabric. His retirement was marked at a special joint Upper Mole Group service in October with a tribute and presentation. Our grateful thanks are due to him for his expert commitment to St Michael's and its fabric; thanks as well to Paul Tanner, who has agreed to take his place as Keeper of the Fabric.

Electoral Roll and Church attendance

The Electoral Roll shows the following numbers:

	31 December 2017	31 December 2016	31 December 2015
Within the parish	60	58	55
Outside the parish	108	100	89
	<hr/>	<hr/>	<hr/>
	168	158	144
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Linda Slater, our Electoral Roll Officer has advised that at 31 December 2017 we had 168 names on the roll, 60 within the Parish and 108 outside the Parish. Our thanks go to Rhona Hill for her many years of service as Electoral Roll Officer. Rhona died in January but latterly was supported by her son, Dave Hill in undertaking the work of the electoral roll, for which we are extremely grateful.

St. Michael's Church, Betchworth Parochial Church Council

Average weekly church attendance in 2017 was 42 (2015: 45) adults and 8 (2016: 4) under 16s on Sunday Club and Family Service days. Attendance at major festivals totalled 115 on Easter Day, 92 at Harvest and 985 for all Christmas Services (including the Carol and Crib Services).

In St Michael's, there were 15 baptisms, 4 Confirmations, 12 weddings, 1 wedding blessing, 12 Funeral and Crematorium services and 3 burials of cremated remains.

Upper Mole Group Secretary's Report for 2017/18

(Comprising the Parishes of Betchworth, Buckland, Charlwood, Sidlow Bridge, Brockham and Leigh)

The Group Council, consisting of Licensed Clergy and Churchwardens of the six Churches has met on three occasions during 2017 January, May and September.

The May 2017 Meeting was the Annual Meeting and this was attended for the first time by the Brockham and Leigh who are now fully constitutional members of the Upper Mole Group. A service was held on 30 April and with Archdeacon Moira Astin to celebrate the official joining to the Group.

The Clergy have met separately and regularly throughout the year for prayer and discussion on common concerns.

A joint Lent Course was held this year, the Theme, Another Story Must Begin, based on the Les Miserables film. It was a success, good attendance and had attracted a few outside members.

Joint Services have been held at Brockham, Betchworth and Sidlow with Guest Speakers and joint choirs. The key services were the Celebration Service at Brockham in April, Bell Ringing Services at Betchworth in October and Tree of Light Service in December at Sidlow.

Guest speakers Craig Taylor, Bethany Taylor and Beth McLean attended the September Meeting to talk to the Group about their work with Youth in the Parishes. Bethany has been recruited by Brockham PCC as a part time youth worker, she will be sharing her time between Brockham and Leigh. It was proposed that the Upper Mole Group hold a Joint Family Service.

Discussions have been held on Youth, the sharing of Mission Action Plans and Wedding Preparation days.

Deanery dates and news are discussed and flagged for interest. News from around the Parishes and Dates for Diaries are shared and report on in the Minutes (made available to the PCC's from every meeting as a form of sharing amongst the Churches and open invitations to various events held throughout the Parishes.

This concludes the Report for the year.

Emma Isbill, Secretary, Upper Mole Group

Reigate Deanery Synod Report

February's meeting: (7th Feb) St Wilfrid's Horley, 2017.

The last before the APCM's with new Deanery Reps sought to replace existing representatives from churches in the Deanery. It was also an opportunity to discover The Mission focus from churches in the Deanery. Large A5 posters created by Church PCC's revealed their future Mission Action Plans and will become plans-to-share.

St. Michael's Church, Betchworth Parochial Church Council

The guest speaker was the Revd Clive Richardson from the Guildford Diocese. His talk centered on Carers in our congregations, both adult and children. The meeting concluded with a Eucharist, hymns and blessings, led by our new Archdeacon Moira Astin.

June's meeting: (14th June) St John's Redhill. 2017

We welcomed 22 new members. Chris Elliott remained Lay Chair for 3 years.

Area Dean Canon Andrew Cunnington nominated Christine Elliott as Secretary. Wendy the treasurer stood down, pending a new appointment. The Standing Committee received Rachael (Deanery Young Persons Champion). The full committee is on the Deanery website. Chris (Lay Chair) introduced the Diocesan Synod. (To meet 3 times a year.) The Diocese vision can be found on the Diocese website – a huge range of topics from Refugees to growing churches, prison chaplaincy and property strategy. PSF (Parish Support Fund) had its airing, the transparency and voluntary pledges has given the Diocese 99.9% of its asking!

October's meeting: (12th Oct) All Saints South Merstham. 2017

Rev Mark Pullinger conducted worship. Chris Elliott welcomed all new Synod members. Guest speaker Ruth Martin (Diocesan Secretary) spoke on 3 items: Southwark Vision update, Lay leadership and the Parish Support Fund.

AMPC Elections included Chris Elliott, David Keiller, Andrew Cunnington and Carol Coslett. Fiona Hawker nominated treasurer.

New booklet provided for Deanery Rules and Constitution. There was news on refugees being accommodated in the Reigate Banstead area with 6 TV's purchased.

The Deanery Synod representatives for Buckland and Betchworth are: Tom Briscoombe, Jean Cooke, Linda Slater, Margaret Miller, Pam Armitage, and Ginny Eaton on Diocesan Synod.

Southwark Diocesan Synod Report

Ginny Eaton

It is about three years since I began my term on the Diocesan Synod taking over from Helen Burnett. It has been really interesting if a little baffling at first and I now feel easier with the system. I'm a member from the Deanery Synod and have got to know the other Deanery members who sit on Diocesan Synod as we meet prior to each meeting to discuss the agenda. Attending with Carol Coslett has helped me learn what's what and some of the who's who!

I have been on the Diocesan Synod since the change of parish giving to what's now called the Parish Share. This has really transformed our Diocese from one heading towards the financial 'cliff edge' to one which is managing to function well: support clergy- approx. 245 stipendiary, 42 curates; clergy homes, parishes in dire need, training for both clergy and lay and much more. The Diocese is one of the biggest 250 charities in England.

Since 2016 I have sat on the Southwark Diocesan Board of Education elected from the Diocesan Synod. We are trustees on the Board for the CoE schools across the diocese. The Board's aims are to promote and assist in the promotion of education in the diocese which is consistent with the principles and practices of the CoE and which is for public benefit. We are to also promote and assist in the promotion of RE in the diocese and religious worship in diocesan schools.

Fortunately there's an excellent staff team who support and advice and manage these things in and for CoE schools in Southwark diocese. As trustees we listen and question and oversee financial and safeguarding issues, along with property and some staff issues. There is now a very good Diocesan Academy Trust for CoE schools and some non-church schools, who wish to join when they convert to academies status.

I am learning and beginning to contribute a little and would be glad to continue in these roles for another term later this year and in the New Year.

Finance

This year, we have once again been able to pay our parish pledge (of £33,000 (2016: £30,000)) in full, and show a small surplus for the year on the general account (of £11,740), due primarily to a

St. Michael's Church, Betchworth Parochial Church Council

number of one-off donations following the Stewardship campaign. Overall, whilst we have an accumulated surplus on the general account of £40,029, our finances nonetheless remain relatively precarious, in that the work required by the recent quinquennial report, as discussed elsewhere in this report, will require substantially more funds than the £15,054 which remain in the fabric fund.

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.

Other Information

There have been no transactions between the PCC and related parties (as defined by the Charities Act 2011 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

H Ely
Churchwarden

March 2018

St. Michael's Church, Betchworth Parochial Church Council

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

This report on the financial statements of the PCC for the year ended 31 December 2017, which are set out on the following pages is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and S.145 of the Charities Act 2011.

Respective responsibilities of the PCC and the examiner

As Charity Trustees you are responsible for the preparation of the accounts and you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charities Commission (under section 145(5)) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An 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 explanations 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 respect the requirements:
 - (a) to keep accounting records in accordance with section 130 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act; 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.
Chartered Accountant
Lowood
The Street
Betchworth
Surrey RH3 7DJ

March 2018

St. Michael's Church, Betchworth Parochial Church Council

Statement of financial activities For the year ended 31 December 2017

	General fund- unrestricte d £	Fabric fund- restricted £	Organ fund- designate d £	Total 2017 £	Total 2016 £
Incoming resources (Note 2)					
Incoming resources from donors	68,965	2,430	-	71,395	78,345
Income from ancillary transactions	17,207	4,470	-	21,677	28,858
Other ordinary income	2,204	-	-	2,204	3,913
Income from investments	-	-	-	-	-
Total incoming resources	88,376	6,900	-	95,276	111,116
Resources used (Note 3)					
Grants & donations	7,647	-	-	7,647	6,259
Activities directly relating to the church	63,431	1,685	-	65,116	66,769
Church management and administration	5,558	-	-	5,558	6,776
Church repairs	-	396	-	396	3,100
Lady Chapel and other projects	-	-	-	-	29,318
Organ fund expenses	-	-	6,629	6,629	6,629
Total resources used	76,636	2,081	6,629	85,346	118,851
Net movement in funds	11,740	4,819	(6,629)	9,930	(7,735)
Balances brought forward from 31 December 2016	28,289	10,235	311,585	350,109	357,844
Balances carried forward at 31 December 2017	40,029	15,054	304,956	360,039	350,109

St. Michael's Church, Betchworth Parochial Church Council

Balance Sheet 31 December 2017

	2017 £	2016 £
Fixed Assets (Note 6)		
Organ	304,956	311,585
	-----	-----
Current Assets		
Cash at bank	55,988	38,508
Debtors	1,565	1,555
	-----	-----
	57,553	40,063
Current Liabilities		
Wedding fees received in advance	(800)	(889)
Other creditors	(1,670)	(650)
	-----	-----
	(2,470)	(1,539)
	-----	-----
Net current assets	55,083	38,524
	-----	-----
Total Assets	360,039	350,109
	=====	=====
Funds		
General fund	40,029	28,289
Fabric fund	15,054	10,235
Organ fund	304,956	311,585
	-----	-----
Total Funds	360,039	350,109
	=====	=====

These accounts were presented to the Parochial Church Council and approved by them on March 2018.

Signed by:

H Ely

Churchwarden

St. Michael's Church, Betchworth Parochial Church Council

Notes to the accounts 31 December 2017

1. Accounting policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

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 parish pledge is accounted for as it is paid. Any pledge amount unpaid at 31 December is not provided for in the accounts as it is an optional (and not a legal) liability. For 2017, the full pledge of £33,000 (2016: £30,000) has been paid.

Organ

Direct building costs of the organ have been capitalised. Depreciation is charged at 2% p.a. to write off the total cost over 50 years.

St. Michael's Church, Betchworth Parochial Church Council

Notes to the accounts 31 December 2017

	General fund- unrestricted £	Fabric fund- restricted £	Total 2017 £	Total 2016 £
2. Incoming resources				
2a. Income resources from donors				
Covenants	35,120	1,640	36,760	38,118
Collections at services	14,826	-	14,826	13,761
Sundry donations	13,143	790	13,933	19,386
Grants	4,376	-	4,376	-
Bequest	1,500	-	1,500	7,000
GAYE	-	-	-	80
	<u>68,965</u>	<u>2,430</u>	<u>71,395</u>	<u>78,345</u>
2b. Income from ancillary transactions				
Magazine	8,000	-	8,000	8,318
Fees re: weddings, burials etc	9,207	-	9,207	11,495
Harvest supper/lunch	-	771	771	1,786
Safari Supper	-	-	-	915
Brockham bonfire	-	-	-	2,600
Alternative Christmas tree festival	-	929	929	675
Confetti sales	-	195	195	212
Concerts	-	2,575	2,575	2,777
Chamber pot collection	-	-	-	80
	<u>17,207</u>	<u>4,470</u>	<u>21,677</u>	<u>28,858</u>
2c. Other ordinary income				
Sundry sales	1,272	-	1,272	1,182
Contribution from Buckland to Rector's expenses, etc.	932	-	932	2,731
	<u>2,204</u>	<u>-</u>	<u>2,204</u>	<u>3,913</u>
2d. Income from investments				
Interest	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total incoming resources	<u><u>88,376</u></u>	<u><u>6,900</u></u>	<u><u>95,276</u></u>	<u><u>111,116</u></u>

St. Michael's Church, Betchworth Parochial Church Council

Notes to the accounts 31 December 2017

	General fund- unrestricted £	Fabric fund- restricted £	Organ fund- designated £	Total 2017 £	Total 2016 £
3. Resources used					
3a. Grants & donations					
Charitable giving (see Note 4)	7,647	-	-	7,647	6,259
3b. Activities directly relating to the work of the church					
Diocesan quota and fees	36,432	-	-	36,432	35,772
Clergy expenses	3,368	-	-	3,368	4,182
Lighting, heating and water	4,035	-	-	4,035	4,575
Church maintenance	1,445	-	-	1,445	1,607
Magazine costs	3,824	-	-	3,824	3,140
Upkeep of churchyard	4,466	-	-	4,466	3,950
Organist	3,046	-	-	3,046	2,798
Music costs	143	-	-	143	229
Organ and piano servicing, etc.	775	-	-	775	1,769
Organ concert costs	-	1,508	-	1,508	1,794
Harvest supper costs	-	177	-	177	1,033
Insurance	5,007	-	-	5,007	5,083
Church activities	890	-	-	890	837
	63,431	1,685	-	65,116	66,769
3c. Church management and admin					
Administration assistant	4,046	-	-	4,046	4,548
Paper and printing	1,512	-	-	1,512	1,691
Bank charges	-	-	-	-	537
	5,558	-	-	5,558	6,776
3d. Church repairs					
Quinquennial report	-	-	-	-	1,200
Electrical	-	-	-	-	1,690
Roofing/ gutters	-	396	-	396	210
	-	396	-	396	3,100
3e. Lady Chapel and other projects					
Vestry WC	-	-	-	-	12,458
Screen design & manufacture	-	-	-	-	16,860
	-	-	-	-	29,318
3f. Organ fund					
Depreciation	-	-	6,629	6,629	6,629
Total resources used	76,636	2,081	6,629	85,436	118,851

St. Michael's Church, Betchworth Parochial Church Council

Notes to the accounts 31 December 2017

4. Donations

	2017 £	2016 £
General Donations		
Welcare	340	340
The Children's Society**	210	300
Christian Aid*	164	324
Bishop of Southwark Lent Fund	600	538
Church Urban Fund	200	300
Farming Communities Network	200	300
The Bible Society	100	100
Renewed Hope Trust	200	200
Royal British Legion	480	450
Zimbabwe Link	200	200
Lungi Sierra Leone	1,000	1,100
Against Malaria	1,000	500
United Society Partners in the Gospel	300	500
	<u>4,994</u>	<u>5,152</u>
Donation of funeral collections		
Royal Marsden Hospital	-	340
St, Catherine's Hospice	-	580
Dementia UK	-	150
Friends of the East Surrey Hospital	307	-
MacIntyre Care	287	-
Leatherhead Start	27	-
Niemann Pick	580	-
Marie Curie	610	-
D Nunes	716	-
	<u>2,527</u>	<u>1,070</u>
Other		
Reigate Deanery Synod	40	37
St. Bede's	25	-
Traidcraft	61	-
	<u>126</u>	<u>37</u>
	<u>7,647</u>	<u>6,259</u>

* In addition, £1,326 (2016: £1,946) was collected through house-to-house and other collections and paid directly to the charity.

** From Christingle services at North Downs Primary School and candle box donations a further £557 (2016: £386) was collected, and a further £97 (2016: £95) from church services in Betchworth that was sent direct to the Children's Society.

St. Michael's Church, Betchworth Parochial Church Council

Notes to the accounts 31 December 2017

5. Magazine (2b and 3b)

	2017	2016
	£	£
Income comprises:		
Donations	3,086	3,122
Advertising	4,914	5,196
	<hr/>	<hr/>
	8,000	8,318
Expenditure comprises:		
Printing costs	(3,824)	(3,140)
	<hr/>	<hr/>
Balance	4,176	5,178
	<hr/> <hr/>	<hr/> <hr/>

6. Organ Fund

	2017	2016
	£	£
Fixed Assets comprise:		
Cost	331,473	331,473
Depreciation	(26,517)	(19,888)
	<hr/>	<hr/>
Net book value	304,956	311,585
	<hr/> <hr/>	<hr/> <hr/>