



# Parish of Ockham with Hatchford & Downside

## Annual Report for the year ended 31 December 2024

### Legal and Administrative Information

Parochial name: The Parish of Ockham with Hatchford & Downside  
Deanery: Leatherhead  
Diocese: Guildford  
Addresses: All Saints' Church, Ockham Road North, Ockham, GU23 6NQ  
St Michael's Chapel, Downside Common Road, Downside, KT11 3NP  
Hatchford Churchyard  
Correspondence: 8 Grove Heath Road North, Ripley, Surrey GU23 6EN  
Website: [www.ockhamchurch.org.uk](http://www.ockhamchurch.org.uk)  
Facebook: [www.facebook.com/Ockham-Church](https://www.facebook.com/Ockham-Church)

The Parochial Church Council is a charity, excepted from registration with the Charity Commission, with three related trusts.

The PCC's Gift Aid registration number is X96002.

Members of the PCC who have served in the period of approximately fifteen months since the beginning of the financial year (1 January 2024) until the approval of the accounts in March 2025 are:

#### Ex-Officio members:

Revd Anna Norton (Rector from September 2023) (Chairperson)  
Revd Elisabeth Burke (OLM from 2005)  
Clare Bevan (LLM/Reader from June 2018)  
Sally Pound (Churchwarden from APCM 2012) (also PCC Secretary)  
Richard Peters (Churchwarden from APCM 2020) (Acting Chair since November 2024)  
David Boothby (Treasurer from 2018) (Resigned as Treasurer September 2024)  
Elizabeth Hampshire, (Treasurer from September 2024)

#### Elected members:

Judith Allen (from APCM 2023)  
Fiona Cheese (from APCM 2023)  
Angus Jordan (from APCM 2023)  
Madeleine Hewish (from APCM 2023)  
Toni Thompson (Resigned January 2024)

#### Co-opted members:

John Young, Deputy Churchwarden (From APCM 2020)

**Bankers:** Barclays Bank, 5 Church Street, Leatherhead, Surrey KT22 8DE  
Co-operative Bank, PO Box 250, Delf House, Southway,  
Skelmersdale WN8 6WT

**Insurers:** Ecclesiastical Insurance, Brunswick Road, Gloucester, GL1 1JZ

**Architect:** Robert Shaw, BA, Dipl Arch, 32 Foster Road, Chiswick,  
London W4 4NY

**Independent Examiner:** John Burge, Broughton, Norrels Drive, East Horsley KT24 5DR

### **Structure, governance and management**

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.

### **Objectives and Activities**

The PCC of Ockham with Hatchford & Downside has the responsibility of co-operating with the group ministry clergy, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for All Saints' Church, Ockham, Hatchford Churchyard and St Michael's Chapel, Downside.

### **Achievements and Performance**

There were 108 parishioners on the parish electoral roll during the year, more than half of whom were not resident in the parish. We last revised our electoral roll in early 2019 and are obliged to do so again in early 2025. In common with many other parishes we have seen a decline in numbers since Covid. Some infrequent or fairly frequent attenders have not reappeared and while we have recruited some new members, they have been far outnumbered by members who have either died, moved into residential homes or moved away. Our new electoral roll is likely to be significantly smaller

Our average weekly attendance, combining the congregations of All Saints' and St Michael's Chapel together has been in the mid-thirties, but this number increased at festivals. Numbers at Christmas were higher than previous years for our Carol Service at All Saints' (130) and for the Carol and Crib services at St Michael's Chapel. Midnight Mass and the Christmas Day Family Service attracted about 50-60 each.

### **RECTOR'S REPORT – Revd Anna Norton**

The Rector went on compassionate leave for family reasons in early November and this has now been extended to the end of April.

### **ACTING PCC CHAIRMAN'S REPORT – Richard Peters, Churchwarden**

I must leave reporting on the first 10 months of the year to Anna. Since she went on compassionate leave in early November your core team of unpaid volunteers, in the shape of Elisabeth Burke (Ordained Local Minister), Clare Bevan (Licenced Lay Minister), David Boothby (ordinand-in-training and until September, our treasurer), together with your churchwardens, Sally Pound and I have done our best to keep the wheels of parish life turning. We are currently working on a system whereby we find a guest priest to take one Holy Communion service a month to give the 'home team' one Sunday a month off.

I would like to pay tribute to the team for the way they have all stepped up to take on the extra work involved and also our grateful thanks to Liz Hampshire for agreeing to take on

the role of our treasurer from David, who is currently on placement for three months prior to his ordination at Petertide – the 29<sup>th</sup> of June.

The year has had its good aspects and it's not so good aspects. We have welcomed newcomers to the regular congregations at both Ockham and Downside. The congregation at St Michael's is now bigger than it has been for a number of years. But we have also had a significant number of deaths of our older members and a number of others have moved into residential homes or moved away.

Our carol services at both Ockham and Downside were a great success. Moving our carol service at All Saints' to the afternoon helped and we had 130 people, the best for a number of years. Our Christmas Eve services at St Michael's Chapel were more popular than ever, with 50 coming to the Carols around the crib service' service, a great improvement on previous years. Midnight Communion on Christmas Eve and the Christmas Day Family services were fairly well attended but neither place of worship was overcrowded.

Our efforts with children have yet to bear fruit. Families appear to be busier than ever and it seems to increasingly difficult to attract young children and that includes those who go to St Matthews Infant School in Downside. But we keep trying!

As I write we are renewing and updating our electoral roll. Numbers on the new roll will be down compared to the last, both for the reasons explained above and because our previous incumbent was rather over-enthusiastic in recruiting people to the old roll who we haven't often seen!

Our financial position is that we have managed to keep our head above water this year, with a surplus of £9,000, despite the number of regular givers falling from 56 to 46. However we did benefit from a legacy and renting the church out as a location for a children's detective film being made at West Horsley Place. Without those two we would have done little more than breakeven and we are becoming increasingly dependent on income from our investments. I believe we are nearing time when we will need to make a stewardship appeal; in particular we need to persuade as many people as possible to move onto the Parish Giving Scheme. This saves our volunteers a lot of work and automatically collects and pays Gift Aid to us on a monthly basis which aids cashflow. It is easy to sign up for at: [www.parishgiving.org.uk/home/](http://www.parishgiving.org.uk/home/) or using the forms which are available in church and chapel.

### **CHURCHWARDEN'S REPORT – Sally Pound**

This year has been a year when we have not acquired any significant new items. As custodians of our lovely Church, we have maintained everything to the best of our ability. The annual maintenance on the church clock, the organ tuning, checking of fire extinguishers, the gas boiler and the clearing of the leaves from the roof gullies have been carried out. The Church has been cleaned every two weeks by our cleaners, and should there be anything that needs doing in between that time, such as hoovering up the remnants of muddy shoes, for instance, which is done by us. The cleaning of the Chapel is

done by faithful members of the congregation, who we thank very much for doing this task. They keep it looking beautiful inside and tending the garden outside.

Minor repairs of both All Saints Church and the Chapel are done by the practically-skilled members of the congregation we are lucky enough to have in the congregation. This helps to save our funds. We are still awaiting having some electrical work done – the lighting behind the organ has to be repaired, as some of the original transformers are beginning to wear out.

In October, some filming was done in the Church and around the churchyard. The company that did it were extremely careful and covered everywhere they could to protect the church fabric. They were very easy to work with and looked after those of us who were around during the three days they were there in case they needed anything. On the last day they sent in their cleaners to return the Church back to how they had found it and many of our congregation were surprised to know that anything at all had taken place during the previous week. The filming meant that the Church earned some significant funds.

### **LEATHERHEAD DEANERY SYNOD REPORT – Clare Bevan (Lay Chair)**

Leatherhead Deanery Synod held three meetings last year and as in previous years, the first one in February was a Zoom meeting. The speakers all covered subjects of topical interest: the meetings were well attended and provided an opportunity for clergy and lay people from different parishes in the diocese to meet and exchange news.

In February were addressed on Zoom by Bishop Paul, who had recently been consecrated Bishop of Dorking, having previously been Archdeacon of Surrey for six years. He spoke about his areas of special responsibility i.e. children and young people, ministers (ordained and lay) and the environment (Eco church included).

In June, Synod met at St Andrews Cobham, and was led by two synod members, Revd Andrew Winter and Tristran Stone in discussion with each parish describing their latest mission efforts, saying what is going well and what needed more of a push and prayer. In October we met at St Martin's, East Horsley and listened to our Archdeacon, the Venerable Martin Breadmore. He told us about his journey to become an archdeacon and answered questions put to him by Rev Renos Pittarides on a range of subjects, including the parish share, delays in appointing rectors, the Youth Catalyst Project, and the impact of Living In Love and Faith.

Currently there are no vacancies in the Deanery. Synod, however, is without secretarial support and would welcome hearing from anyone interested in the paid post.

### **PEBBLES AND YOUNG PEOPLE'S WORK – Elisabeth Burke & Alison Boothby**

Pebbles continues to provide a welcome place for our youngest worshippers, with a mixture of outdoor activities, arts and crafts and dramatised storytelling. We have also involved them in the Eco-church activities, feeding the birds, digging a pond and building a bug hotel. The children enjoy checking up on progress and counting the creatures we find. We planted hundreds of spring bulbs and hope to see these come to fruition in the wilder part of the graveyard.

Palm Sunday Easter Garden making is always a highlight of the year, and the nativity life-sized tableau made another appearance over the Christmas festival again. Numbers

attending Harvest Festival were disappointing again even with a bring-your-own lunch to follow, so maybe we need to review this. However, Both services at the chapel on Christmas Eve were well attended and we had three generations of three local families which was a joy. So many people attended the Carols by the Crib that we ran out of seating. It is heartening that numbers have grown annually, although we seldom see these people during the year. Christmas Day was led by Clare [LLM] Theo & Alison and also a great success.

We have had two baptisms at church and one at the chapel. One family regularly comes to Family Services.

During 2024, with Fiona Cheese and Alison Boothby as leaders we have continued with two Pebbles sessions each month on the second and third Sundays as well as supporting our Family Services on the first Sunday. Our numbers fluctuate from week to week: our core of four or five regular children of the past couple of years are growing up fast and competing demands of Sunday sports activities and social engagements mean we see a little less of them. We do have two new families who have started to join and will do our best to encourage them. Of course, we would love more!

Attendance at family services has generally been disappointing this year. Our (four) young leaders have continued to be supportive when asked, but now as young teenagers we need to work a lot harder to keep them included. We still struggle to attract families from St Matthew's to join our regular congregation despite so much input from Elisabeth as school chaplain and Fiona being in school every week.

## **ENVIRONMENTAL ISSUES – Clare Bevan**

In July 2023 we were awarded our Eco-Church Silver Award and started working for Gold level award. Various changes were made in the churchyard: a new mowing regimen was started to allow a defined area for wildflowers and longer grass and notices were put up to explain this to visitors. An insect house was constructed and filled by Pebbles and the compost heap reorganised by the gardener. Much more light came into the area when a massive Leylandii which was encroaching an old London Plane tree was removed, (having obtained the necessary permissions). A map of the graveyard dating back to 1931 shows that the whole area is densely covered by tombs but many of these are no longer visible, under quite a thick layer of soil. From the date of the most recent graves on the map it is thought the churchyard has been closed for at least 50 years and although there have not been new burials, cremation ashes have been interred around the perimeter and many of those are activity tended. Thus, it has been possible to preserve the neatness required out of respect for the dead with the opportunity to develop areas to encourage nature and wildlife. This is very much a requirement for Eco Gold.

In the church we have carried out the measures suggested by the Eco Energy report to reduce heat loss, but we are still considering the best way forward to provide background heating to counteract the effect of high ambient humidity and warm the congregation for Sunday worship. The stated aim of the Church of England is that we should achieve Net Carbon Zero by 2030 and we are very much focussed on that.

St Michael's Chapel gained an Eco-church Bronze Award during the year, which is great news. The Deanery's policy is to try to get all places of worship to at least Bronze level.

We continue to hold services for Creation and regularly focus on topics of Christian concern to do with climate change and loss of biodiversity. All the congregation are encouraged to measure their carbon footprint and find ways of reducing it as far as possible.

### **MUSIC – Sheila Mellstrom GRSM ARCM LRAM**

All Saints' choir continues to stalwartly support our Sunday worship, which is so important, especially as we have had a depleted congregation since Covid. On occasions we have had nine in the choir which has made up nearly half the congregation! We try to sing a 'special' hymn or anthem during the communion, and as organist, I am more than very grateful to the choir for their support and dedication to enhance our worship. Also to our younger, more recently joined members Liz Hampshire and Alison Boothby, who are both accomplished musicians and to Martin McElwee who plays the organ for us one or two Sundays a month. We were very sad to lose our dear friend, Russell, who was such a character, and if anyone can introduce another man to the choir, we would be delighted.

### **THE TOWER – John Young, Tower Captain**

Last year we rang for the wedding of two couples in February and October. In April visitors came from Somerset and we hosted five other local bands throughout the year. The belfry, bells and tower generally are all clean and in good working order. We had one frayed rope just before Christmas on the 5. The suspect frame bolt has now been covered with a strip of plastic damp course material to prevent re-occurrence. The rope having been remade up and spliced.

We rang a quarter peal for 80<sup>th</sup> anniversary of D Day in early June and ended the year with 'ringing out the old' bells muffled, before midnight, and 'in the new' bells open, afterwards, together with our drinks of fizz and nibbles.

We currently have eight local ringers at our practices, as well as teaching four learners for St Mary the Virgin Send, and six neighbouring regular ringers, the evenings are generally very successful. Unfortunately, another four regulars with us for over many years find winter night driving difficult now, so are waiting for the lighter evenings and finished M25 works before starting their visits again.



**Ockham 'Café at Caters'** - Recent visitors to Ockham ringing room may have noticed the addition of our new radio signalled clock! This was researched by Tricia and presented to me on my last birthday as she had seen me eyeing a similar one at another tower visited earlier in the year. She thought one would look good at Ockham where it now resides. Finishing the Practices we now have 'Coffee at Caters' or thereabouts. but other drinks are available along with biscuits and sometimes cake at practice nights!

**Church Clock** – The clock is still keeping reasonably good time, but better in the winter months than the summer. Smiths of Derby last serviced the clock on Wednesday 31st Jan 2024.

### **SAFEGUARDING**– Richard Peters (Acting safeguarding office and DBS validator)

There have been no reported safeguarding concerns this year. The Parish continues to adopt and renew the Church of England's 'Promoting a Safer Church' Policy Statement, national policies and practice guidance approved by the House of Bishops. This is a declaration to maintain and recognise the fact that safeguarding and its values underpins all the work within the church.

We keep matters up to date by regularly checking our parish page on the Safeguarding Hub for reminders as to what we need to review regularly and to keep our training up to date. We are up to Safeguarding Hub Level 3. Some members of the PCC still need to do or renew some modules of the safeguarding training. This is an ongoing issue as the training can be quite time-consuming, but we are slowly making progress.

### **CHARITIES COMMITTEE** – Elisabeth Burke

After a very busy fund-raising last year the group has taken a rest for a few months. Our chairperson and secretary have stepped down but the group is still enthusiastic. We are supporting Gillian Lachelin in her History of Ockham talk on 9 April with publication and refreshments. Proceeds will go to the church. The group feel that it is time to review the charities we have supported for a number of years and hope to meet after Easter to discuss this.

### **THE FRIENDS OF ALL SAINTS'** – Gillian Lachelin

The Trustees are very grateful to all those who continue to support the Friends with generous donations. A very successful Concert was given by the Downsmen and local instrumentalists in aid of the Friends on 19 October 2024, raising £1,478.

### **FINANCIAL REPORT AND ACCOUNTS** – Elizabeth Hampshire, Hon Treasurer

In 2024 expenses have risen considerably whereas receipts from voluntary giving have fallen compared to the previous year. Giving receipts has dropped by nearly 20% due both to the number of regular givers falling from 56 to 46 over the year, and to a drop in legacies, which were particularly large contributor to church income in 2023. Part of one generous legacy has provided the beautiful new wafer box for use at communion services at All Saints. The church received an unexpected and very welcome fee from a film company which used All Saints' as a filming location in October 2024, and thanks to those who gave their time to be there and to deal with the communication and logistics which made it possible.

With the appointment of a new Rector, our parish quota (money we have to pay to the Diocese every month) returned to its former levels, to almost £48,000 last year. Utility bills have been 23% higher, despite negotiating fixed price contracts to help reduce unit costs. We are currently investigating how to manage and monitor our use of both gas and electricity effectively as the more major increases in bills have been through higher usage. Electrical repair costs were significant items – although some improvements were funded by the Sanders fund.

We are exceptionally grateful to Karen Bradshaw who continues to undertake regular banking of cash collections and has now, with Juliette, has successfully worked on catching up on reclaiming Gift Aid which has to be done retrospectively each year. The Parish Giving Scheme automates this process at no cost to us in time or fees, so that we receive the gift aid monthly rather than with a long-time delay, so thank you to all our members who

support us in that most efficient fashion. Thank you again, Karen (and thanks to Juliette who has been a great volunteer, helping us, over the previous years).

Yet again, the year-end accounts were saved by healthy investment income from reserves. This income in fact provided 26% of the funds needed to keep the church running. The PCC has made a generous provision to support the development of the community centre planned to be built on the Ockham Playing Fields which will provide a welcome improvement in our future facilities at some point over the next couple of years, we pray.

Our Reserves Policy has been to maintain the Fabric Reserve Fund at over £100,000. This was achieved in 2017 and has been maintained since then, including for 2024, such that this balance now stands at £141,000 (2020: £126,000). We also remain extremely grateful to The Friends for fundraising by their own efforts and ongoing support for repairs to the church fabric.

We made additional grants totalling £3,400 to the two charities we support in the parish this year – CSW and Eikon Trust – from the higher-than-planned positive balance on our Charities Fund. We are expecting to shortly disburse some funds from the Downside Charities Fund to St Matthews School for learning resources.

I would like to thank David Boothby, as I am sure all church members wish to do, for his sterling work as Honorary Treasurer for the past seven years, for all the time, energy and expertise he has donated to ensuring the finances are properly recorded and well managed. I continue to benefit from his much-appreciated help as I take on the role, and am immeasurably grateful to David. We both also are very grateful to everyone who helps by giving freely of their time; it would be impossible to manage the finances of our wonderful church, chapel and graveyards without everyone's support. Very, very many thanks also to John Burge for his invaluable contributions as independent examiner of the accounts alongside his voluntary work managing the fire safety equipment and electrical PAT testing.

*Each of you must bring a gift in proportion to the way the LORD your God has blessed you.*

*Deuteronomy 16:17*

*Honour the Lord with your wealth and with the first fruits of all your produce; then your barns will be filled with plenty, and your vats will be bursting with wine. Proverbs 3:9-10*

*\* CCLA Investment Management Ltd stands for 'Churches, Charities and Local Authorities Investment Management Ltd.'*



## 2024 Financial Statements - Parish of Ockham with Hatchford and Downside

	2023		2024	
<b>Receipts</b>				
<b>Voluntary receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
1 - Tax efficient planned giving	£31,157	£0	£30,614	£0
2 - Other planned giving	£0	£0	£0	£0
3 - Collections at services	£9,619	£0	£8,731	£0
4 - All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	£434	£0	£242	£0
6 - Gift Aid recovered	£9,658	£0	£10,764	£0
7 - Legacies received (capital value)	£13,500	£0	£3,000	£0
8 - Grants (recurring and one-off)	£1,000	£0	£0	£0
<b>TOTAL</b>	<b>£65,369</b>	<b>£0</b>	<b>£53,350</b>	<b>£0</b>
<b>Activities for Generating Funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
9 - Gross receipts from fundraising activities	£0	£3,971	£0	£2,209
<b>Investment income</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
10 - Dividends, interest, receipts from property etc.	£12,469	£5,289	£13,684	£6,094
<b>Church Activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
11 - Statutory fees retained by the PCC (weddings, funerals etc)	£2,346	£0	£1,962	£0
12 - Gross receipts from trading (e.g. hall lettings, magazine, bookstall). Not fundraising.	£4,507	£782	£6,434	£1,450
<b>Other receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
13 - Any other receipts not already listed	£464	£0	£935	£0
GDBF fees (Q1 2024) received but paid across after year end.	£0	£0	£184	£0
<b>TOTAL RECEIPTS</b>				
Unrestricted	£85,155		£76,366	
Restricted	£10,043		£9,753	
<b>Total</b>	<b>£95,198</b>		<b>£86,118</b>	

2024 Financial Statements - Parish of Ockham with Hatchford and Downside

	2023		2024	
<b>Payments</b>				
<b>Costs of generating funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
17 - Fund-raising activities (costs and payments)	£0	£0	£0	£0
<b>Church Activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
18 - Mission giving and donations	£583	£1,349	£244	£3,400
19 - Diocesan parish share contribution	£34,615	£0	£47,748	£0
20 - Salaries, wages and honoraria	£1,568	£0	£1,773	£0
21 - Clergy and staff expenses	£624	£0	£950	£0
<b>Church expenses</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
22 - Church expenses: Mission and evangelism costs	£1,250	£0	£1,422	£0
23 - Church running expenses (including Governance )	£12,684	£8,739	£9,683	£6,900
24 - Church utility bills	£3,659	£0	£4,501	£0
25 - Cost of trading	£453	£1,804	£0	£220
<b>Major capital expenditure</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
27 - Major repairs to the church building	£450	£0	£0	£0
28 - Major repairs to church hall or other PCC property, including redecoration	£0	£0	£0	£0
29 - New building work to the church, church hall, clergy housing, or other PCC property	£0	£0	£0	£0
SUB-TOTAL of all expenditure payments items above:	£55,886	£11,892	£66,321	£10,520
2023 Monies received, paid over to The Friends in 2024	£53	£0	£0	£0
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
99 - Other payments not already listed	£0	£0	£50	£0
<b>TOTAL PAYMENTS</b>				
Unrestricted	£55,886		£66,371	
Restricted	£11,892		£10,520	
<b>TOTAL</b>	<b>£67,778</b>		<b>£76,891</b>	
<b>EXCESS OF RECEIPTS OVER PAYMENTS</b>	<b>£27,420</b>		<b>£9,228</b>	

2024 Financial Statements - Parish of Ockham with Hatchford and Downside

	2023		2024	
<b>Cash and Investment Balances</b>				
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
31 - Cash and deposit balance as at 31st December	£96,057	£0	£73,801	£0
32 - Investments as at 31st December	£404,595	£0	£445,280	£0
<b>TOTAL CASH AND INVESTMENT BALANCES</b>				
Unrestricted	£500,652		£519,081	
Restricted	£0		£0	
<b>Total</b>	<b>£500,652</b>		<b>£519,081</b>	
<b>Planned Givers And Legacies</b>				
14 - Number of tax efficient planned givers	56		46	
15 - Number of other planned givers	0		0	
16 - Number of new legacies received	0		0	
Weekly average total planned giving per total planned giver	11		13	
<b>Accounting Basis</b>				
30 - On which basis were the accounts prepared?	<input checked="" type="checkbox"/> Receipts and Payments		<input checked="" type="checkbox"/> Receipts and Payments	
	<input type="checkbox"/> Accruals		<input type="checkbox"/> Accruals	

2024 Financial Statements - Parish of Ockham with Hatchford and Downside

<b>PCC Deposits &amp; Investments Held</b>		31/12/2024	
<u>Barclays Bank account</u>			
	31/12/2023		£29,145
	31/12/2024		£7,328
<u>Co-op Account</u>			
	31/12/2023		£10,324
	31/12/2024		£7,230
<u>Boom Credit Union deposit account</u>			
	31/12/2023		£5,000
	31/12/2024		£5,045
Total cash at bank			£19,603
Less - o/s monies due to others @year end			£184
			<b>£19,419</b>
<u>CBF CoE Deposit Fund</u>			
	31/12/2023		£51,641
	31/12/2024		£54,382
Difference between year ends = interest retained within funds:			£2,741
<u>CBF CoE Investment Fund - Income Shares</u>			
		Units:	Cost:
	31/12/2023	17,898	£188,216
£20k from Barclays + units from dividends during year @ cost:		1,359	£31,484
	31/12/2024	19,257	£219,700
<b>Total Net Assets:</b>			<b>£293,501</b>
Represented by:			
	General Fund:		£100,046
	Fabric Reserves Fund:		£141,071
	Sanders Fund:		£40,180
	Graves Fund:		£1,670
	Downside Charities Fund:		£10,095
	Charities Fund:		£439
	(incorporating previous Sundries Fund)		
<b>Total Funds - Parish of Ockham with Hatchford &amp; Downside:</b>			<b>£293,501</b>

<b>Market Value of PCC Deposits &amp; Investments Held</b>			
Total cash at bank			£19,419
CBF CoE Deposit Fund			£54,382
		<b>Total cash and deposits:</b>	<b>£73,801</b>
<u>CBF CoE Investment Fund - Income Shares</u>			
		Units:	Market Value:
	31/12/2023	17,883	£404,595
Total market value of investments @31/12/2024		19,257	£445,280
		<b>Total:</b>	<b>£519,081</b>



## Parish of Ockham with Hatchford & Downside

### 2024 Financial Statements - Parish of Ockham with Hatchford and Downside Movements in Designated and Restricted Funds during 2024

	Fabric Reserve Fund (a 'designated' Unrestricted fund)	Charities Fund (a 'Restricted' fund)	Sanders Fund (a 'Restricted' endowment fund)	Graves Fund (a 'Restricted' endowment fund)	Downside Charities Fund (a 'Restricted' endowment fund)	General Fund	Total (as per financial submission to GDBF)
<b>Closing Balance @31/12/2023</b>	£133,186	£1,747	£41,778	£1,464	£8,162	£97,936	£284,273
<b>Receipts:</b>							
Antarctic presentation fund raiser		£745					
Open Gardens fund raiser		£1,448					
Harvest loaf demonstration donations		£15					
School Meadows field rental					£1,450		
Interest & Dividends	£7,885	£103	£5,303	£205	£483	£5,798	
All other receipts						£62,682	
<b>Total receipts</b>	<b>£7,885</b>	<b>£2,312</b>	<b>£5,303</b>	<b>£205</b>	<b>£1,933</b>	<b>£68,480</b>	<b>£86,118</b>
<b>Less Payments:</b>							
Costs relating to Antarctic fundraising		£220					
The Eikon Charity		£1,700					
CSW donations		£1,700					
Graveyard/graves maintenance/mowing			£2,284				
Electrical improvements			£2,477				
Signs upgrade Guildford			£240				
New Regium plate			£240				
Church cleaning costs			£1,340				
Water butt system			£320				
All other payments						£66,371	
<b>Total payments</b>	<b>£0</b>	<b>£3,620</b>	<b>£6,900</b>	<b>£0</b>	<b>£0</b>	<b>£66,371</b>	<b>£76,891</b>
<b>Closing Balance @31/12/2024</b>	<b>£141,071</b>	<b>£439</b>	<b>£40,180</b>	<b>£1,670</b>	<b>£10,095</b>	<b>£100,045</b>	<b>£293,501</b>

Format as required by Guildford Diocesan Board of Finance (GDBF)



# Parish of Ockham with Hatchford & Downside

## Accounting Policies

1. The financial statements are intended to follow the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.
2. The balance of the **Fabric Reserve Fund** (for major works to the church building and other PCC property) is invested mostly in the CBF Church of England Investment Fund managed by CCLA Investment Management Ltd. Some of our reserves are held (for more urgent needs, should they arise) in a CCLA's CBF Church of England Deposit Fund. The fund is a *designated* fund in terms of the aims for its use yet is also an *unrestricted* fund because the monies in it are not prescribed for specific items of expenditure beforehand.

[CBF stands for the Church of England's Central Board of Finance which is trustee of the funds managed by CCLA].

3. The **Charities Fund** holds money for paying out funds raised to the charities the PCC has decided to support and is therefore a *restricted* fund by its nature. It also takes a small share of any interest or dividends awarded in relation to our fund holdings, proportionate to its balance.
4. There are three endowment funds, which are also termed *restricted* funds, by their nature. The investment values of these funds are not shown in the accounts submitted to the diocese under GBDF rules as only the income from them is taken into account:

- a. The **Sanders Fund** arises from a donation by the late Gerald Sanders; in its present form the Sanders Fund is a charity created by a Declaration of Trust dated 4 January 1967. The assets of the Fund at that time comprised £2,800 of stock in James Walker Goldsmith & Silversmith Limited, and 181 units in the CBF Investment Fund.

The assets of the charity are vested in the Guildford Diocesan Board of Finance (GDBF) as a custodian trustee (as required by law) with the PCC as the managing trustee. The trustees have the power to apply the income and the capital of the fund, but charity law requires that the income is treated separately from the capital. The former is therefore held in a restricted fund (the 'Sanders Fund').

From the time of the Declaration of Trust, the object of the charity is "such religious and other charitable purposes of the Church of England in the ecclesiastical parish of Ockham with Hatchford as the trustees for the time being of the said charity shall in their absolute discretion determine". Income from the fund can be put towards projects which enhance worship or improve the facilities at All Saints' Ockham and St Michael's Chapel Downside, including out-of-the-ordinary running/maintenance expenses, ministry team training, and cleaning costs.

- b. The **Graves Fund** (comprising the Ady Grave Trust and the Pulling Grave Trust). The capital of both these trusts is a permanent endowment, held in the name of GBDF, the income from which is payable to the PCC so long as the graves are maintained. The income may be used for the maintenance of the church and churchyard, so must be held in a restricted fund (the 'Graves Fund').

- c. The **Downside Ecclesiastical Charities Nos 1&2** is the name under which a charity created by a Charity Commission scheme dated 11 Jun 1964 has been known. It related to two charities for ecclesiastical purposes created by the conveyances of two fields adjoining the school at Downside to GDBF in the trust of the PCC, dated 6 April 1949 and 6 March 1950.

The PCC of 'Ockham with Hatchford' is managing trustee of the charity (having formerly been the PCC of Hatchford); GDBF is custodian trustee. The assets of the charity, being land, are a permanent endowment. The (rental) income from the land is accounted for separately as the '**Downside Charities Fund**' together with its share of any interest or dividends awarded in relation to our fund holdings, proportionate to its balance.

Report and accounts approved by the PCC on 26 March 2025

**Liz Hampshire**  
Hon. Treasurer

**Richard Peters**  
Acting PCC Chairman

**Sally Pound**  
Churchwarden

## **Independent Examiner's Report – 2024**

I report on the accounts for the year ended 31<sup>st</sup> December 2024.

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

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2001 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

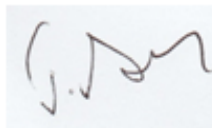
My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

### **Independent Examiner's Statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records 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.



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John Burge  
24 February 2025

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