



Surrey Churches Preservation Trust

Charity Number 1063656

Report and Financial Statements for the year to 31st March 2018

Surrey Churches Preservation Trust

Trustees Report

The Trustees present their report and financial statements for the year ended 31st March 2018. The financial statements comply with the Charities Act 2011 and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102.

Reference & Administrative Information

Charity Name: Surrey Churches Preservation Trust
Charity Registration Number: 1063656
Registered Office and operational address: Edgecombe, Hill Road, Haslemere, Surrey, GU27 2JN

Trustees

The Trustees who served during the year were:

Hamish Donaldson MBE DL, Chairman, Sam Osmond, Hon Secretary, Dr Mary Alexander, John Harris, Martin Higgins, Geoffrey Pink, Rev Michael Phillips, Andrew Plumridge, John Roll Pickering, Hon Treasurer. The following have kindly agreed to support the Objects of the Trust as Patrons:

The Bishop of Guildford
The Bishop of Arundel & Brighton
The Bishop of Southwark
Dame Sarah Goad
Michael More-Molyneux Esq. Lord Lieutenant of Surrey

Independent Examiner

Sarah Alexander FCCA ACA, Lewis Brownlee (Chichester) Limited, Chartered Accountants
Grange House, Grange Road, Midhurst, West Sussex, GU29 9LS

Bankers

Barclays Bank plc, Guildford Friary Branch
Charities Aid Foundation, West Malling, Kent until July 2017

Structure, Governance & Management

The Charitable Trust was established on 7th July 1997 with a Trust Deed which established its objects and powers. The Trust is not incorporated.

Recruitment and Appointment of Trustees

The work of the Trust falls into three categories: the raising of money (mainly through the annual sponsored Ride & Stride), the distribution of grants to needy churches in the county and the education of the public in our church heritage. Accordingly the Trustees require skills which reflect these needs in addition to the need to be representative of different Christian denominations. When vacancies occur, the Trustees identify what skills might be strengthened and consult with the relevant Diocesan Advisory Committees (DACs) and others so as to identify suitable candidates.

Sam Osmond leads on marketing and publicity aspects; Geoffrey Pink and Andrew Plumridge are architects who sit on relevant DACs, Martin Higgins is Historic Buildings Officer, Surrey County Council and Hamish Donaldson was chair of the Guildford DAC for 19 years.

The Trustees also take into account the benefits of a broad representation of different Christian denominations. Hamish Donaldson, John Roll Pickering and Sam Osmond represent Anglican churches in the Diocese of Guildford, Rev Michael Phillips represents the Roman Catholic Diocese of Arundel & Brighton, John Harris represents URC churches, Martin Higgins is a member of Southwark DAC and, with Geoffrey Pink, represents Anglican churches in the Diocese of Southwark.

One third of the Trustees retire by rotation every year but may offer themselves for re-election. At the Annual General Meeting to be held on 13th June 2018, Samuel Osmond and John Roll Pickering retire by rotation but offer themselves for re-election. Rev Michael Phillips also retires by rotation but is not seeking re-election. We are very grateful to Michael for his thoughtful contribution to the Trust.

Trustee Induction and Training

The Trustees are appointed to use their skills and experience and thus no specific induction training is required except for those who are appointed trustee for the first time. New Trustees are therefore directed to the Charity Commission web site and specifically to the page *'How To Be An Effective Charity Trustee - Signposts To Our Published Guidance That Will Help You'* and *'CC3 - The Essential Trustee: What you need to know'*. The making of Grants is the most significant responsibility of a Trustee and the method is laid out on the Grant Application Form.

Organisation

In addition to the AGM, the Trustees meet three times a year. At two of the meetings (in April and October) they consider Grants and once a year (in December) they review the last Ride & Stride and plan the next one. The annual sponsored Ride & Stride is organised by the County Organiser (Hamish Donaldson) and a team of up to 12 area organisers.

Risk Management

The Trustees only distribute in Grants amounts which are within the Trust's Assets. There is thus no risk of insolvency. The possibility of fraudulent applications is not considered to be a significant risk as cheques (requiring two signatories) are only made out to church accounts and not to individuals. The Trustees do not assess the viability of the works proposed for grants as there are ecclesiastical mechanisms in place (e.g. the Church of England Faculty Process) which perform this function. The trustees therefore only authorise grants after a copy of the Faculty (or its equivalent) has been seen. The final check is that some of the Trustees are DAC architects who are familiar with applications being made in their Diocese. Churches that receive grants are asked to report when the project is complete with photographs.

Objectives and Activities

The trustees apply the funds of the Trust for the restoration, maintenance, preservation, repair and reconstruction of Christian Churches and Churchyards (and of any fixtures and fittings in the said churches) in the Historic County of Surrey. The funds are applied through grants (typically of £1,000 to £3,000) made to churches that apply to the Trust.

The main fund-raising event is the Annual Ride & Stride which is described later in this report.

The Trust also educates the public in the appreciation of church buildings and their heritage by organising study days and church tours.

Achievements and Performance

The trustees meet in April and October each year to make grants. The size of a grant is determined by the available funds, the number of applicants and the need of the applicants. The Trustees endeavour to make a grant (however modest) to all applications that fall within the Objects as often it is possible for applicants to obtain matching funding which can greatly increase its value.

Grants

For the last five years the Trust has participated in the National Churches Trust (NCT) scheme for smaller projects (now costing up to £100,000 including VAT and fees). This is an excellent scheme which works to the benefit of churches (simpler application process) and the NCT (able to use local resources to recommend applications). The Trust was able to recommend a total of £15,000 for NCT grants in addition to the £2,000 allocated from the Trust's resources.

At the April 2017 meeting, Walton Methodist Church was recommended for an NCT grant of £5,000 for roof repairs, St Nicholas, Compton for an NCT grant of £2500 for roof repairs and St Mary, Guildford for an NCT grant of £5,000 again for roof repairs. St Christopher, Haslemere was awarded £1,000 for a replacement flagpole from the trust's own resources.

At the October 2017 meeting, Holmbury St Mary, Guildford was awarded £2,500 for roofing & masonry repairs; St Edward Sutton Park (Guildford, RC) £1000 for reinforced steelwork and All Saints, Weston Green was recommended for an NCT grant of £2,500 for rainwater goods' repairs.

The 2017 Fund Raising Ride & Stride

The second Saturday in September is always the day of the National Churches Ride & Stride and this year it again coincided with National Heritage Day. Over 30,000 people took part nationwide, raising over £1.2 million to aid church preservation. This was the twenty-first year that we in Surrey have participated and 44 churches welcomed cyclists and walkers, who raised £10,070, a rather disappointing result again compared with previous years. Fetcham St Mary was the top scorer followed by Haslemere Methodist Church and Beacon Hill URC; Leatherhead and Godstone were the top areas.

The organising committee consisted of: Hamish Donaldson, Chairman & County Organiser, John Roll Pickering, Hon. Treasurer, Sam Osmond, Hon. Secretary, and a team of dedicated and experienced Area Organisers. Our Gift Aid procedure was handled this year by the Treasurer who was able to reclaim £2,040 in tax refunds from all sources of income. Our Treasurer, our Secretary and our Area Organisers put in a great deal of time and effort to make the Ride & Stride a success and we are very grateful for all their enthusiasm and hard work.

This year's Ride & Stride will take place on Saturday 8th September – and we hope that as many as possible will take part – and enjoy themselves.

May Study Day

Our May study day was a talk on Monumental Brasses by our Hon Secretary, Sam Osmond. It took place at St Mary's Church, Stoke d'Abernon, which itself is a church with very interesting brasses.

Church Tour

The October church tour, organised by the Hon Secretary, visited three outstanding churches in the West of the county: St Peter & St Paul Ewhurst Grade I, St Mary & All Saints Dunsfold Grade I, and St Nicolas Cranleigh Grade II*.

Events planned for 2018

Events planned for the coming year include:

- Annual General Meeting of the Trust on Wednesday 13th June
- The annual Ride & Stride Day on Saturday 8th September
- Our church study day on Saturday 6th October

Details of all these events can be obtained from 01252 716772

Financial Review

Funding Sources

The money raised by the Ride & Stride together with Gift Aid recovery and donations means that the Trust had a gross income of £14,240 for the year. Half of the funds raised by the Rider is given to the church for whom he/she rides. A total of £4,886 was returned to the fund-raising churches in this way.

Reserves Policy

The Trustees have a policy of retaining £10,000 as a reserve in the event of an urgent call from a church in need. Otherwise it is the policy of the Trustees to distribute all monies raised by the Trust. The Trust has liabilities of £3,500 for grants awarded but not yet paid (2017 £2,000).

Investment policy

The Trustees run a current account and a deposit account with Barclays Bank. This deposit account meets the needs of the Trust to have access to the funds while obtaining a higher rate of interest than that available in a bank current account.

GDPR

The Trustees have considered the new General Data Protection Regulations and are committed to protecting personal information. Privacy policies have been adopted in respect of four identified Data Subjects: Members and Supporters of the Trust, Trustees, Ride & Stride Participants and Individuals applying for Grants. These privacy policies are published on the Trust web site (www.surreychurchespreservationtrust.org) and are available from the Registered Office.

Plans for the Future

The Trustees have set themselves the objectives of

1. finding a new County Ride & Stride Organiser for 2020
2. increasing the number of Area Organisers from 8 to 12
3. increasing the number of paid up members to 200 during the next 18 months
4. improving PR and publicity by appointing a PR person

Approved by the Trustees on 13th June, 2018 and signed on their behalf by:

A handwritten signature in black ink that reads "Hamish Donaldson". The signature is written in a cursive style and is positioned above a horizontal line.

Hamish Donaldson, Chairman

Statement of Financial Activities for the year to 31st March 2018

The funds of the charity are unrestricted

		Notes	2018	2017	
A Income	A1	Donations and Legacies	4	3,585.13	8,099
	A2	Charitable Objects	4	10,641.05	14,421
	A4	Investment Income	4	13.49	11
		Total Income		14,239.67	22,531
B Expenditure	B1	Costs of raising funds	5	(1,170.40)	(907)
		Expenditure on Charitable			
	B2	Activities	5	(13,167.60)	(13,463)
		Total Expenditure		(14,338.00)	(14,370)
Net Income/(Expenditure) and net movement of funds for the year				(98.33)	8,161
Total Funds Brought Forward				35,210.44	27,049
Total Funds Carried Forward				35,112.11	35,210

Balance Sheet as at 31st March 2018

		2018	2017
A Fixed Assets		0	0
Current			
B Assets	Current Account	18,596.32	17,208
	Deposit Account	20,015.79	20,002
		38,612.11	37,210
C Liabilities	Grants to Churches		
	Authorised but not yet paid	(3,500.00)	(2,000)
	Net Assets	35,112.11	35,210
E The Funds of the charity			
	Unrestricted income funds	35,112.11	35,210

Approved by  Chairman (Hamish Donaldson)

13th June 2018  Treasurer (John Roll Pickering)

Notes forming part of the Financial Statements for the year ended 31 March 2018

1. Accounting Policies

The accounting policies are summarised below.

Basis of accounting

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Fund accounting

All the funds are unrestricted

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. In particular:

- grants, donations and gifts are recognised when they are received
- investment income is included when received

Expenditure

Expenditure is recognised as the liability is incurred. The trust is not registered for VAT as its sources of income are exempt from VAT. Thus expenditure includes any VAT which cannot be recovered.

Liabilities (Grants awarded to churches but as yet unpaid) are treated as expenditure in the year the liability is incurred.

The management and activities of the Trust are carried out by volunteers; this intangible cost is not included in the financial statement as this voluntary contribution to the work of the Trust is incalculable. The Trustees are most grateful to all the organisers and the fund raisers.

2 Trustee remuneration & related party transactions

No Trustee received any remuneration during the year (2017 – Nil).

There are no paid staff as the Trust relies on voluntary helpers (2017 – Nil).

No trustee or any other person related to the Trust had any personal interest in any contract or transaction entered into by the charity during the year (2017 – Nil).

3 Taxation

As a charity the Trust is exempt from taxation on income and capital gains. No tax charges have arisen in the charity.

4 Analysis of Incoming Resources

	2018	2017
A1 Donations and Legacies	£.p	£
Donations	165.00	4,560
Subscriptions	1,380.00	1,190
Gift Aid recoveries	2,040.13	2,349
	<u>3,585.13</u>	<u>8,099</u>
A2 Charitable Objects		
Ride & Stride Sponsorship	10,070.05	13,498
Church Tour	323.00	452
Study Day	248.00	471
	<u>10,641.05</u>	<u>14,421</u>
Investment		
A4 Income		
Interest	13.49	11
Total Incoming Resources	<u>14,239.67</u>	<u>22,531</u>

5 Analysis of Expenditure

	2018	2017
B1 Costs of raising funds	£.p	£
Office Overheads	946.40	688
Insurance	224.00	219
	<u>1,170.40</u>	<u>907</u>
B2 Expenditure on Charitable Activities		
Ride & Stride Administration	406.97	558
Share to Nominated Churches	4,886.40	6,400
Grants to Churches	7,500.00	6,000
Church Tour	266.29	348
Room Hire	90.00	60
Study Day	17.94	97
	<u>13,167.60</u>	<u>13,463</u>
Total Outgoing Resources	<u>14,338.00</u>	<u>14,370</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE SURREY CHURCHES PRESERVATION TRUST**

Independent examiner's report to the trustees of The Surrey Churches Preservation Trust

I report to the charity trustees on my examination of the accounts of The Surrey Churches Preservation Trust for the year ended 31st March 2018.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Sarah Alexander FCCA ACA
Lewis Brownlee (Chichester) Ltd
Grange House
Grange Road
Midhurst
West Sussex
GU29 9LS

Date: