

2025 Report and Accounts for the Parochial Church Council of St Andrew's Church, Oxshott



Aim and purposes

St Andrew's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St Andrew's Church and its ancillary buildings, at Oakshade Road, Oxshott.

Objectives and activities

The PCC's primary objective is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

As St Andrew's, our Purpose is to become, and to be **'Followers of Jesus, Growing and Serving.'**

At the PCC Vision Afternoon on 19 October 2025, two key Priorities were agreed:

- 1) **Connecting** – with God, with one another, and across our community.
- 2) **Deepening** – our relationships in all areas.

As a church community we seek to live out our purpose and priorities with the Values of being:

1. **Loving** – treating one another as God has shown us in Jesus.
2. **Joyful** – having fun together, and bringing joy to the world.
3. **Generous** – having open hearts and open hands.
4. **Authentic** – being real, with integrity and humility.
5. **Encouraging** – lifting each other up.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion.

Our ministry has focussed on worship, prayer, mission, fellowship, discipleship and active engagement and support for the local community. To facilitate these activities, it is important that we maintain the fabric of the church and its current associated buildings; during the year, we completed the main work to refurbish our ancillary buildings, which has greatly enhanced our ability to serve.

Achievements and performance

Background

- In terms of resources, we were joined in 2025 by David Boothby, an Ordinand on Placement (from October 2025 – Easter 2026), and Steph Rustom began her ordination training following her completion of the Foundations in Ministry programme.
- During the first half of the year, we had various constraints due to building work; the major refurbishment of the ancillary buildings around the core church started in September 2024 and was completed in June 2025 (*see 'Building Your Church' below*). Whilst the work was long-awaited and very welcome, we did have to vacate the vestibule, hall, meeting room, offices, etc., and find alternative venues for our ongoing activities. Although this was well achieved, the energy and resources spent managing this, and latterly in facilities spread around the village, did impact various aspects of church life in the first half of the year.

Church services

Since May 2022 we have held only a single main service on Sundays, known as 'St Andrew's at 10'. This was instituted as we recovered from the disruptions of the Covid pandemic, but the lack of ordained resources has meant we have retained this single service for longer than anticipated.

This single service always includes Holy Communion. Since the completion of the building project, we have live streamed as many of the services as possible, much appreciated by Esher Manor care home residents and those who could not attend church in person. Children joined the first minutes of each service before going to their own activities, except on the first Sunday in each month, when they remained with the main congregation for an all-age service.

Our mid-week traditional said service of Holy Communion is valued by a small but significant number. Baptisms were usually held in a separate 3pm service on a Sunday.

St Andrew's @4 continues as a significant monthly offering within our services (*see* 'Families, children and young people' *below*), as does St Andrew's @7, an informal, monthly evening contemporary service.

The annual Memorial Service and the Remembrance Service were held in November, with good attendances at both. At Christmas, our festival services were well attended by a significant number of visitors.

Life Groups

Our Life Groups continue to be an important part of St Andrew's, with eight groups meeting weekly or fortnightly in people's homes around the parish. Total numbers are about the same as last year.

Once again, studies were a mix of books of the Bible and specific themes, aligned with the sermon series on Sundays, which provided the opportunity for members to delve more deeply into the topics. This led to vibrant discussions which have helped people learn more about the Bible and grow in their faith. Groups also organised social events during the year, and a number of groups participated in the Christian Aid Quiz. Our Life Groups provide not only a learning opportunity, but also supportive fellowship and prayer for all the members.

Links between the Life Groups and our Mission Partners (*see below*) remain strong. Most groups could communicate directly with their Partners, and for those based in the UK, namely A Rocha, B@titude and the Cobham Area Foodbank, they were able to help directly. It was very encouraging to see the relationships develop and to hear first-hand the amazing work that our Partners continue to do, often in very challenging circumstances. There have been some changes to the Church Mission Partners and hence some changes and realignments with Life Groups; these all happened very seamlessly.

Families, children and young people

We are pleased to have continued to see growth in faith and number with families, children and young people at St Andrew's during 2025.

On Sunday mornings, our consistent provision of a children's group has allowed families to find a home at the 10am service – and we now welcome around 12-18 children on an average Sunday. Our monthly 'All Age' service has become a regular and widely appreciated offer, and has boosted family attendance and involvement on all Sunday mornings.

'ABC' (Adults, Babies and young Children) continued to grow, meeting each Monday morning during term time, with space for approximately 20 families each week. During the building work, we used the Oxshott Community Hub.

'St Andrew's @4' has become an established and valued monthly service, designed to be accessible and enjoyable for everyone, but especially those with children of primary-school age and younger. Attendance is usually between 45 and 75, with approximately equal numbers of adults and children.

'Soul Space', a group for mums with young children journeying in life and Christian faith together, continued to flourish, meeting each Friday morning, with a supervised crèche area overseen by experienced DBS-checked volunteers.

At Christmas, our Family Carol Service included contributions from many families and children from our church and wider community and was much valued, and our ever-popular Crib Service was attended by around 340 people on Christmas Eve, gathering to sing and celebrate, as we retold the story of Jesus' birth, with stories and carols.

For schools, 'Open the Book' has continued at The Royal Kent School (RKS), with a team joining children each Thursday morning for a Bible story assembly. These assemblies continue to be hugely valued by the staff and children alike. We have also led other worship assemblies at RKS, Danes Hill and Bevendean Schools, including Welcome and Leavers' Services, and seasonal services at Easter, Remembrance, Harvest and Christmas

We continue to highly prioritise ministry amongst Families, Children and Young People, and look forward with anticipation to God's leading in this through 2026. We continue to seek to appoint a Youth and Children's Minister.

Ongoing ministries and fellowship

During 2025, despite the constraints, long-standing ministries continued to have a significant positive impact amongst some of the more senior members of our community.

The Lunch Club met twice each month, serving a delicious two-course lunch; during the building works, we met in the Oxshott Village Centre. Coffee Comfort, hosted each month by the bereavement team, was also thriving and well-attended; usually held at church, we met in the home of one of the group during the building works. Our Craft Club continued to flourish, with increasing numbers at our weekly meetings; during the building works, we met in the Oxshott Community Hub.

Senior members of the church gained much themselves from their involvement in all the various ministries, and specific events, such as a Harvest Breakfast before a Sunday service in October, and a Christian Aid Quiz in May, also served to support and encourage all members of the church family.

Pastoral support

Pastoral support is available for anyone in the parish who needs it, regardless of whether or not they are a member of the church family. We have a team of trained pastoral assistants (PAs), including those who had previously comprised the bereavement team, who worked closely with the clergy and the office team; we met monthly to review concerns and actions taken. Training is regularly provided for the PAs, including the training of new members of the team.

Life Group members and (in particular) leaders are also integral to our pastoral support and we are really thankful to God for them.

Safeguarding

We have both Lead and Deputy Safeguarding Officers, who provide critically important support for all PAs, churchwardens and clergy, and we are immensely grateful to them both. In addition, all members of the PCC have had the necessary Safeguarding training.

Prayer

Throughout 2025, Saturday Prayers were held in church to pray for the work of St Andrew's, the parish and our Mission Partners. Attendees included those with responsibilities in the church.

Weekly prayer meetings, termed Pray Together, which include the clergy and office staff, took place on Tuesdays at 9am (when not constrained by the building work), in person or via zoom.

Mission Partners and Outward Giving

Since 2019 the PCC has maintained and fostered a balanced range of Mission Partnerships. We have a long-standing commitment to give a figure equal to 10% of our annual core income as a church to these Mission Partners.

In addition, during the year we had a number of special collections to support specific initiatives of some of our Mission Partners and other charities that support our mission and provide public benefit.

Our relationships with, and our committed financial support for, our Mission Partners continue to form one of the key ways in which we serve and support our wider community, rather than just ourselves. These relationships are maintained and enhanced through the links with our Life Groups (*see above*).

In total, in 2025 our support to our Mission Partners and to other aligned charities (from planned commitment, by special collections and special purpose donations) totalled £30,518, using £652 of the brought forward accrual, with £1,419 carried forward to 2026. The specific disbursements made to

each of these Mission Partners/charities are detailed in the Notes to the Financial Statements, Section 10 (*see below*).

Building Your Church

Building Your Church (BYC) was our key initiative in looking to expand as a church, and to carry out the necessary improvements to our ancillary buildings so we can better serve the parish. A crucial part of growing our young people and families ministries was the appointment of our then-Curate Revd Patrick Davies as a Locally Supported Minister in 2023, with full provision for all associated costs.

As regards the buildings, the work included much-needed investment into the hall, vestibule, offices, kitchen and toilets, to benefit all users, both the church family and the local community. Completion of the work, which started in September 2024, was marked with an opening ceremony as part of our Community Open Day on Pentecost Sunday, 8 June 2025. We believe that God will bless us with the impact of these amazing and impressive buildings, and are delighted that the much-welcomed new facilities are already well used – including a pleasing increase in use from across the village.

Financial review

Year end balances

The balances of the funds at the year end were:

	<u>2025</u>	<u>2024</u>	<u>Change</u>
Unrestricted General Fund	£65,138	£81,513	<i>Decrease</i>
Unrestricted Development Fund	£178,377	£295,864	<i>Decrease</i>
Restricted Development Fund	£944	£106,700	<i>Decrease</i>
Restricted Hardship Fund	£0	£0	<i>No change</i>
Restricted Mission Partnering Travel Fund	£9,485	£9,485	<i>No change</i>
Restricted Economic Hardship Fund	£1,892	£1,942	<i>Decrease</i>
Restricted Locally Supported Minister Fund	£121,992	£126,064	<i>Decrease</i>
Totals:	£377,828	£621,568	<i>Decrease</i>

The income and expenditure of all the funds, and previous year comparatives, are detailed in the Notes to the Financial Statements, Section 16 (*see below*).

Key features

The Unrestricted General Fund, used for the day-to-day running of the church (and including our contribution to the Parish Share and our missionary and charitable giving) ended with a reduction in funds. The Parish Share paid to the Diocese increased to £106,721 (2024: £88,727, a figure reduced from £102,160 because of the vicar's indisposition). Outward giving increased to £30,518 (2024: £30,284) being over 11% of our total General Fund income.

The Development Funds continued to receive income towards the funding of the BYC initiative to refurbish our ancillary buildings (*see above*), but the reduced year-end balances reflected payment of the building costs. Part of the Unrestricted legacy of £250,000, in the 2024 accounts, was used to pay for the unplanned costs arising from the project. The final retentions for the project will be paid in February 2026, and the total costs since September 2024 are shown in the Notes to the Financial Statements, Section 14 (*see below*).

The young people and families ministries were financed from the Restricted Locally Supported Minister Fund and the fund at the end of the year is shown above.

Reserves policy

The PCC's reserves policy is to hold sufficient free reserves to ensure the protection of St Andrew's core activities and any special projects. The general fund unrestricted reserves are £65,138 and the trustees feel this level of three months' general fund expenditure is justified as there may be a requirement to fund a deficit of income versus expenditure in 2026.

Structure, governance and management

The method of appointment of both PCC members and churchwardens is set out in the Church Representation Rules.

We have two churchwardens, Jill Perrett and Rebecca Mayhew. Currently we have no deputy wardens, but aim to return to having a full team of two wardens and two deputies as soon as possible. The PCC Secretary position is currently Vacant. The Treasurer, elected annually at the first PCC meeting after the APCM, continues to be Carl Jackson. Our Health and Safety Officer is Ruth Burns.

The PCC met on five occasions during the year, with Chairmanship shared between Ruth Burns and Jill Perrett. We have a Church Development Plan (CDP), i.e. establishing our current priorities, overseen by the PCC. Our agreed two key priorities are:

1. Connecting – with God, with one another, and across our community, and
2. Deepening – our relationships in all areas.

Church matters are dealt with effectively by the various sub-committees, which are responsible to the PCC. Current sub-committees (with chairs) are: Standing Committee (Ruth Burns or Jill Perrett, depending on who was to chair the subsequent PCC meeting); Parish Giving (Carl Jackson); Mission Partnering (Mark Currie); Hospitality (Adele Wright); Families, Children and Youth (Revd Patrick Davies). The Publicity Team (chair: Patrick Davies) also meets regularly to oversee our external communications.

The PCC approves all policies and procedures, and reviews policies on a rotating basis. Policies reviewed in 2025 included: Complaint Handling Policy, Fire Safety Policy, Health and Safety Policy, Investment Policy, Lone Working Policy, Reserves Policy and the Risk Management Policy. A Risk Register is maintained and reviewed by the PCC at least once a year. The Treasurer is primarily responsible for managing financial risk along with the Standing Committee. The PCC also has a robust GDPR policy.

Personnel

Steph Rustom completed the Foundations in Ministry programme in June 2025, and began training for ordination through St Martha's College in September 2025. Steph will remain at St Andrew's for the duration of her ordination training, with the exception of some short term placements in later years. We were joined in October 2025 by David Boothby, an Ordinand on Placement from All Saints' Ockham. David's placement is anticipated to conclude at Easter 2026.

Belinda Davies continued in a part-time role, with a specific focus to support families of pre-school aged children in the church and community. Jane Berridge, Belinda Davies and Jill Perrett continued on the Foundations in Ministry Programme, through St Martha's College, and will graduate in June 2026.

We are most grateful to Val Beynon, Director of Music, who continues to receive an honorarium for her services, and to Nicky Orlebar, our organist; we engage and pay other organists as necessary. Claire Costard and Rowena Osman-Robertson (Church Administrator and Assistant Administrator) continued in their sterling work in the office. We employed cleaners on an ad-hoc basis for most of the year, but from December onwards Mark Sebakijje has been our self-employed cleaner.

In addition to the 'official' staff, there are many ministries in our church, supporting both church and community activities and groups, undertaken by numerous church and community volunteers.

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Oxshott (St Andrew's Church Oxshott) is a registered charity, number 1128379 (registered address St Andrew's Church, Oakshade Road, Oxshott, Surrey KT22 0LE), entered on the Register of Charities 3 March 2009.

As a church within the Church of England (CofE), St Andrew's Church Oxshott is constituted within the Parochial Church Councils (Powers) Measures 1956. Members of the Parochial Church Council (PCC) are either ex-officio, elected or co-opted by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules and become the charity's Trustees. All church attendees are encouraged to join the Electoral Roll and to consider standing for election to the PCC. Prospective new PCC members are advised of PCC membership and Trusteeship duties and responsibilities by means of the Trusteeship booklet produced by The Archbishops' Council and the Charity Commission, and all members of the PCC undertake the necessary Safeguarding training. During the year, the following served as members of the PCC:

Ex officio members:

Incumbent: Revd Patrick Davies (From 4/09/2024)
Licensed Lay Minister: Mr Phillip Herbert (Permission to Officiate until 30/06/2026)
Churchwardens: Mrs Jill Perrett (Ex officio from 28/03/2021)
 Mrs Rebecca Mayhew (Ex officio from 29/05/2022)

Deanery Synod: Mrs Jill Perrett (From 14/04/2019)
 Mrs Rosalind Ebbutt-Hadman (From 2/04/2023)
 Mrs Stephanie Rustom (From 2/04/2023)

Elected members: Mr Patrick Fleming (From 14/04/2019 until 13/04/2025)
 Mrs Charlene Lamb (From 4/10/2020 until 13/04/2025)
 Miss Adele Wright (From 28/03/2021)
 Mrs Stephanie Rustom (From 10/04/2022)
 Mrs Rosalind Ebbutt-Hadman (From 10/04/2022)
 Mrs Kirsten Penner (From 9/05/2023)
 Mrs Freda Stephenson (From 25/07/2023)
 Mrs Ruth Burns (From 24/03/2024)
 Mr Mark Currie (From 24/03/2024)
 Mr Harry Conlan (From 24/03/2024)
 Mrs Jane Berridge (From 13/04/2025)
 Mr Jack Jeffery (From 13/04/2025)

The following attended some PCC meetings but were not PCC members and did so without voting rights:

Hon. Treasurer: Mr Carl Jackson
Occasional attendee: Mrs Polly Zabari

Bankers: Barclays Bank, 8/12 Church Street, Walton on Thames, Surrey KT12 2QX

Independent Examiner: Janice Matthews FCA, Menzies LLP, Chartered Accountants and Registered Auditors, Magna House, 18-32 London Road, Staines-upon-Thames, Surrey TW18 4BP

Statement of Trustees' responsibilities

The members of the PCC, who are the trustees of the charity for the purposes of charity law, are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


Law applicable to charities in England and Wales requires the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the PCC's financial activities during the year and of its financial position at the end of the year.

In preparing these financial statements, the members of the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the PCC will continue in operation.

The members of the PCC are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the applicable law. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Approved by the Parochial Church Council on 24 February 2026 and signed on its behalf
 by Revd Patrick Davies (Vicar):**

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Parochial Church Council of St Andrew's Church Oxshott
Statement of Financial Activities for the year ended 31 December 2025

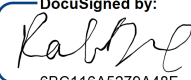
	Note	Unrestricted Funds (£)	Restricted Funds (£)	2025 Total (£)	Unrestricted Funds (£)	Restricted Funds (£)	2024 Total (£)
Income from:							
Donations and legacies	2.1	232,297	33,525	265,822	495,190	22,479	517,669
Charitable activities	2.2	16,446	0	16,446	9,770	0	9,770
Other trading activities	2.3	13,217	0	13,217	8,035	250	8,285
Investments	2.4	11,839	8,253	20,092	20,469	33,319	53,788
Total		273,799	41,778	315,577	533,464	56,048	589,512
Expenditure on:							
Raising funds	3.1	80	0	80	0	0	0
Charitable activities	3.2	407,581	151,656	559,237	316,423	552,209	868,632
Total		407,661	151,656	559,317	316,423	552,209	868,632
Net Income		(133,862)	(109,878)	(243,740)	217,041	(496,161)	(279,120)
Transfers between funds	8	0	0	0	0	0	0
Net incoming after Transfers		(133,862)	(109,878)	(243,740)	217,041	(496,161)	(279,120)
Other recognised gains/(losses)		0	0	0	0	0	0
Net movement in funds		(133,862)	(109,878)	(243,740)	217,041	(496,161)	(279,120)
Balances brought forward at 1 January		377,377	244,191	621,568	160,336	740,352	900,688
Balances carried forward at 31 December		243,515	134,313	377,828	377,377	244,191	621,568

The notes on pages 9 to 19 form part of this account.

**Parochial Church Council of St Andrew's Church Oxshott
Balance sheet at 31 December 2025**

	Note	Unrestricted Funds (£)	Restricted Funds (£)	2025 Total (£)	Unrestricted Funds (£)	Restricted Funds (£)	2024 Total (£)
Fixed assets							
Tangible	5.1	0	0	0	0	0	0
Investment	5.2	0	0	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Current assets							
Debtors	6	29,905	1,835	31,740	297,149	8,473	305,622
Short term deposits		220,000	133,000	353,000	100,000	348,000	448,000
Cash at bank and in hand		22,093	15,049	37,142	(1,306)	90,204	88,898
		<u>271,998</u>	<u>149,884</u>	<u>421,882</u>	<u>395,843</u>	<u>446,677</u>	<u>842,520</u>
Liabilities							
Creditors - amounts falling due in one year	7	28,483	15,571	44,054	18,465	202,487	220,952
Total assets less liabilities		243,515	134,313	377,828	377,378	244,190	621,568
Creditors - amounts falling due after one year		0	0	0	0	0	0
Total net assets		<u>243,515</u>	<u>134,313</u>	<u>377,828</u>	<u>377,378</u>	<u>244,190</u>	<u>621,568</u>
Parish funds							
Unrestricted General Fund		65,138	0	65,138	81,513	0	81,513
Unrestricted Development Fund		178,377	0	178,377	295,864	0	295,864
Unrestricted funds		<u>243,515</u>	<u>0</u>	<u>243,515</u>	<u>377,377</u>	<u>0</u>	<u>377,377</u>
Restricted Development Fund		0	944	944	0	106,700	106,700
Restricted Hardship Fund		0	0	0	0	0	0
Restricted Mission Partnering Travel Fund		0	9,485	9,485	0	9,485	9,485
Restricted Economic Hardship Fund		0	1,892	1,892	0	1,942	1,942
Restricted Locally Supported Minister Fund		0	121,992	121,992	0	126,064	126,064
Restricted Funds		<u>0</u>	<u>134,313</u>	<u>134,313</u>	<u>0</u>	<u>244,191</u>	<u>244,191</u>
Unrestricted and Restricted Funds		<u>243,515</u>	<u>134,313</u>	<u>377,828</u>	<u>377,377</u>	<u>244,191</u>	<u>621,568</u>

Approved by the Parochial Church Council on 24 February 2026 and signed on its behalf by Revd Patrick Davies

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The notes on pages 9 to 19 form part of this account.

Parochial Church Council of St Andrew's Church Oxshott

Notes to the Financial Statements for 2025

Legal Status of the Church

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Oxshott is a Parochial Church Council established under the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules, and is a charity registered with the Charity Commission in England and Wales, number 1128379. Details of the principal office are included in the PCC's Annual Report.

Accounting Policies

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Church Accounting Regulations 2006 and Charities Act 2011. The PCC constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Going Concern

The Church has adequate reserves and recurring sources of income. The PCC therefore believes there are no material uncertainties about the charity's ability to continue as a Going Concern and the Financial Statements have been prepared on that basis.

Funds

The Unrestricted General Fund represents the funds of the PCC which are available for the general purposes of the PCC and that are not subject to any restrictions on their use.

The Unrestricted Development Fund was set up by the PCC to fund activities to achieve the vision of St Andrew's. Any unrestricted legacies received are allocated to this fund and individual members of the congregation are also invited to make donations to this fund. However, at the discretion of the PCC these monies can be used to support general fund expenditure, e.g. if monies were required to meet the ordinary operating budget; these monies are accordingly shown as an unrestricted rather than a restricted fund.

The Restricted Development Fund was set up by the PCC after the launch of fundraising for the Building Project.

The Restricted Hardship Fund was set up following the receipt of monies from the trustees of St Andrew's Pre-School after its closure in 2019, to be used to benefit local pre-school aged children through, for example, providing fees support, training for those who work with young children within the community, or for the support for a mother's emotional needs.

The Restricted Mission Partner Travel Fund was set up to fund the travel costs of trips from Mission Partners to visit St Andrew's, and/or fund the travel costs of a visit from a member of the Mission Partnering Committee, Ministry team or a Life Group to a Mission Partner.

The Restricted Economic Hardship fund was set up for those in our church and community most impacted by the economic crisis.

The Restricted Locally Supported Minister Fund was set up to fund a locally supported minister.

Incoming Resources

Planned giving, legacies, other gifts and collections are recognised when received, or when formally

advised. Gift Aid tax refunds are recognized when the incoming resource to which they relate is received. Funds raised from hall rentals, magazine sales, and various other activities are accounted for gross and recognised when received. Fee income and interest are accounted for when received.

Resources Used

Outward giving is accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan Parish Share is accounted for when due.

Other expenditure is recognised when it is incurred and includes, where applicable, irrecoverable VAT.

The books of account remain open until all known charges relating to the year have been paid or accrued and accounted for in the year's accounts as paid, so all known expenditure relating to the year is accounted for in the accounts of the year.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are also excluded from the accounts. They are listed in the Church Inventory that can be inspected at any reasonable time.

All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed. Expenditure on individual items of equipment up to a value of £5,000 is written off when acquired. Any items over £5,000 are capitalised as fixed assets and depreciated over their useful life. There were no assets in this category at 31 December 2025.

Current Assets

Amounts owing to the PCC at 31 December 2025 are shown as debtors.

Pension Costs

St Andrew's Church (Oxshott) (PB 2014) participates in the Pension Builder Scheme section of The Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

The Pension Builder Scheme of the CWPF consists of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared, is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged within the Statement of Financial Activities are the contributions payable (2025: £1,254 2024: £725).

A valuation of the Pension Builder Scheme is carried out by the Church of England once every three years. The most recent was carried out as at 31 December 2025 and showed a surplus. The surplus has to be audited. There is no requirement for deficit contributions.

**Parochial Church Council of St Andrew’s Church Oxshott
Notes to the Financial Statements for 2025**

	2025			2024			
	Note	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
2 Income and endowments from:							
2.1 Donations and legacies							
Planned giving:							
With gift-aid/CAF/GAYE/SOV		132,019	1,200	133,219	133,640	1,200	134,840
Planned giving without gift-aid		15,700	1,500	17,200	15,955	1,500	17,455
Collections		7,755	0	7,755	9,245	0	9,245
Other giving: Envelopes, one-off, CAF		39,151	30,432	69,583	44,722	16,929	61,651
Tax recoverable		37,372	393	37,765	41,628	2,850	44,478
Legacies		300	0	300	250,000	0	250,000
		<u>232,297</u>	<u>33,525</u>	<u>265,822</u>	<u>495,190</u>	<u>22,479</u>	<u>517,669</u>
2.2 Charitable activities							
Parochial fees retained by PCC		1,066	0	1,066	1,409	0	1,409
Church hall income		9,171	0	9,171	1,795	0	1,795
Magazine donations		1,059	0	1,059	1,932	0	1,932
Other items		5,150	0	5,150	4,634	0	4,634
		<u>16,446</u>	<u>0</u>	<u>16,446</u>	<u>9,770</u>	<u>0</u>	<u>9,770</u>
2.3 Other trading activities							
Auction, quiz, plays et al		10	0	10	0	250	250
Magazine advertisements		13,207	0	13,207	8,035	0	8,035
		<u>13,217</u>	<u>0</u>	<u>13,217</u>	<u>8,035</u>	<u>250</u>	<u>8,285</u>
2.4 Investments							
Interest		11,839	8,253	20,092	20,469	33,319	53,788
		<u>11,839</u>	<u>8,253</u>	<u>20,092</u>	<u>20,469</u>	<u>33,319</u>	<u>53,788</u>
Total		<u>273,799</u>	<u>41,778</u>	<u>315,577</u>	<u>533,464</u>	<u>56,048</u>	<u>589,512</u>

Parochial Church Council of St Andrew's Church Oxshott
Notes to the Financial Statements for 2025

	Note	2025			2024		
		Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
3 Expenditure on:							
3.1 Raising funds							
Fund raising expenses		80	0	80	0	0	0
		<u>80</u>	<u>0</u>	<u>80</u>	<u>0</u>	<u>0</u>	<u>0</u>
3.2 Charitable activities							
Missionary and charitable giving	10	29,866	0	29,866	30,539	1,500	32,039
Payable grant		0	0	0	0	0	0
Ministry: Diocesan parish share		106,721	0	106,721	88,727	0	88,727
Vicar's expenses		2,360	0	2,360	606	0	606
Curate/Locally Supported Minister expenses		0	0	0	0	0	0
Visiting preachers		966	0	966	343	0	343
Other ministry costs		3,789	0	3,789	1,764	0	1,764
Youth and children costs		1,217	9,219	10,436	438	2,135	2,573
Service costs		10,998	0	10,998	10,876	0	10,876
Church & hall costs		25,075	0	25,075	31,945	0	31,945
Church office costs		29,290	0	29,290	28,150	0	28,150
Magazine costs		11,403	0	11,403	7,863	0	7,863
Other item costs	11	8,244	54	8,298	7,298	599	7,897
Parish special costs	12	39,729	110	39,839	13,129	42,408	55,537
Vision costs	13	13,456	0	13,456	2,940	0	2,940
Development costs	14	121,216	142,273	263,489	88,585	505,567	594,152
Independent examination		3,198	0	3,198	3,210	0	3,210
PCC governance		53	0	53	10	0	10
		<u>407,581</u>	<u>151,656</u>	<u>559,237</u>	<u>316,423</u>	<u>552,209</u>	<u>868,632</u>
Total		<u>407,661</u>	<u>151,656</u>	<u>559,317</u>	<u>316,423</u>	<u>552,209</u>	<u>868,632</u>

**Parochial Church Council of St Andrew’s Church Oxshott
Notes to the Financial Statements for 2025**

	2025			2024			
	Note	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
4 Staff costs							
4.1 The “key management” is the incumbent, who is remunerated by the diocese.							
4.2 Salaries and honoraria		40,579	8,910	49,489	35,958	1,463	37,421
Pension costs		1,254	0	1,254	725	0	725
Life assurance costs		125	0	125	72	0	72
		<u>41,958</u>	<u>8,910</u>	<u>50,868</u>	<u>36,755</u>	<u>1,463</u>	<u>38,218</u>

The Staff Costs are allocated to the church activity as in previous years. The number of staff employed by the PCC during the year was 4.

The PCC employed two office administrators, a Young Families Ministry Co-ordinator and a drop-in Cafe co-ordinator.

Their salaries are in the “Church Office”, "Youth & Children" & “Vision costs”.

Employers National Insurance cost was less than £10,500 annual allowance.

No employee received remuneration of more than £60,000 this year or last year.

4.3 Payments to PCC members

The working expenses of the vicar are disclosed in section 3.2.

No other remuneration or expenses were paid to any other PCC member, persons closely connected to them or related parties.

5 Fixed assets

5.1 Tangible - The church has no tangible fixed assets.

5.2 Investments - The church has no investments.

6 Debtors

Collections end year	50	0	50	444	0	444
Hall	1,000	0	1,000	0	0	0
Interest	2,286	1,573	3,859	1,188	6,998	8,186
Late planned and unplanned giving	277	0	277	0	0	0
Legacy	300	0	300	250,000	0	250,000
Legacy interest	0	0	0	14,350	0	14,350
Prepayments	1,254	0	1,254	0	0	0
Tax recoverable	24,738	262	25,000	31,167	1,475	32,642
	<u>29,905</u>	<u>1,835</u>	<u>31,740</u>	<u>297,149</u>	<u>8,473</u>	<u>305,622</u>

**Parochial Church Council of St Andrew's Church Oxshott
Notes to the Financial Statements for 2025**

Note	2025			2024		
	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
7 Liabilities						
Amounts falling due in one year						
Accrual for Christmas charity	0	0	0	450	0	450
Accrual for church database	78	0	78	78	0	78
Accrual for contractor invoice	0	0	0	4,440	174,883	179,323
Accrual for contractor retention	3,537	15,571	19,108	1,054	27,604	28,658
Accrual for hall deposits	600	0	600	0	0	0
Accrual for hall income	243	0	243	0	0	0
Accrual for HMRC	432	0	432	129	0	129
Accrual for income received for following year	15,356	0	15,356	4,450	0	4,450
Accrual for income received for following year gift aid	2,931	0	2,931	0	0	0
Accrual for Independent examination fee	3,378	0	3,378	3,390	0	3,390
Accrual for Mission Partner giving	1,419	0	1,419	2,071	0	2,071
Accrual for pension and life assurance	182	0	182	104	0	104
Accrual for utility	327	0	327	2,299	0	2,299
	<u>28,483</u>	<u>15,571</u>	<u>44,054</u>	<u>18,465</u>	<u>202,487</u>	<u>220,952</u>
8 Analysis of transfer between funds						
None	0	0	0	0	0	0
9 Analysis of net assets						
Current assets by fund	243,515	134,313	377,828	377,377	244,191	621,568
10 Missionary and charitable giving						
Overseas:						
Embrace the Middle East	0	0	0	2,100	0	2,100
Finnie Family	6,141	0	6,141	7,029	1,500	8,529
Garden Route Children's Trust	4,106	0	4,106	2,050	0	2,050
Help for Helpless	1,500	0	1,500	625	0	625
Qaiser Julius OTS, Lahore	3,000	0	3,000	1,875	0	1,875
Tanka Subedi, Nepal	4,000	0	4,000	2,500	0	2,500
	<u>18,747</u>	<u>0</u>	<u>18,747</u>	<u>16,179</u>	<u>1,500</u>	<u>17,679</u>

**Parochial Church Council of St Andrew’s Church Oxshott
Notes to the Financial Statements for 2025**

Note	2025			2024		
	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
Relief and Development						
None	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Home						
A Rocha UK	500	0	500	2,100	0	2,100
B@titude	7,859	0	7,859	3,367	0	3,367
Bishop of Guildford’s Community Fund	0	0	0	435	0	435
Christian Aid	1,833	0	1,833	1,929	0	1,929
Churches Together	0	0	0	250	0	250
Cobham Area Foodbank	1,559	0	1,559	4,504	0	4,504
	<u>11,751</u>	<u>0</u>	<u>11,751</u>	<u>12,585</u>	<u>0</u>	<u>12,585</u>
Secular charities:						
The Royal British Legion	20	0	20	20	0	20
	<u>20</u>	<u>0</u>	<u>20</u>	<u>20</u>	<u>0</u>	<u>20</u>
Accrual	<u>(652)</u>	<u>0</u>	<u>(652)</u>	<u>1,755</u>	<u>0</u>	<u>1,755</u>
Total	<u>29,866</u>	<u>0</u>	<u>29,866</u>	<u>30,539</u>	<u>1,500</u>	<u>32,039</u>

Grants to individuals £10,141 (2024: £11,029); grants to institutions £20,377 (2024: £19,255); 2025: accrual usage of £652 (2024: accrual £1,755).

**Parochial Church Council of St Andrew's Church Oxshott
Notes to the Financial Statements for 2025**

Note	2025			2024		
	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
11 Other item costs						
Bank commission/Sumup/DONR/PGS	126	4	130	169	74	243
Bibles	1,239	0	1,239	655	0	655
Churchwarden board	0	0	0	495	0	495
Coffee	679	0	679	1,067	0	1,067
Enhanced volunteer disclosure	83	0	83	229	0	229
Events	186	0	186	230	0	230
First aid course	600	0	600	395	0	395
Hardship	0	50	50	0	525	525
Lunch Club	3,280	0	3,280	3,282	0	3,282
Others under £400	752	0	752	533	0	533
Outreach	1,299	0	1,299	243	0	243
	<u>8,244</u>	<u>54</u>	<u>8,298</u>	<u>7,298</u>	<u>599</u>	<u>7,897</u>
12 Special parish costs						
Accommodation deposit refund	0	0	0	(1,732)	0	(1,732)
Advertisement	0	110	110	0	0	0
Church grounds	0	0	0	3,679	0	3,679
Drainage	4,038	0	4,038	0	0	0
Defibrillator	796	0	796	0	0	0
Lightning protection	192	0	192	192	0	192
Locally Supported Minister	0	0	0	0	42,408	42,408
Operational review	2,475	0	2,475	0	0	0
Parish Office equipment	1,670	0	1,670	0	0	0
Patio and wall repair	21,980	0	21,980	0	0	0
Solar lights	5,764	0	5,764	0	0	0
Quinquennial	2,814	0	2,814	0	0	0
Refurbishment preparation	0	0	0	1,316	0	1,316
Sequestration account cost	0	0	0	309	0	309
Vacancy	0	0	0	8,694	0	8,694
Vicar's collation	0	0	0	671	0	671
	<u>39,729</u>	<u>110</u>	<u>39,839</u>	<u>13,129</u>	<u>42,408</u>	<u>55,537</u>

**Parochial Church Council of St Andrew's Church Oxshott
Notes to the Financial Statements for 2025**

Note	2025			2024		
	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)
13 Vision costs						
Growing in Faith						
Spiritual gifts course & Life Group materials	0	0	0	214	0	214
Growing in Number						
Other	44	0	44	0	0	0
Serving the Community						
Community day	255	0	255	0	0	0
Self-service coffee	2,773	0	2,773	617	0	617
Spiritual gifts course	0	0	0	200	0	200
Drop-in Café co-ordinator	10,384	0	10,384	1,909	0	1,909
	<u>13,456</u>	<u>0</u>	<u>13,456</u>	<u>2,940</u>	<u>0</u>	<u>2,940</u>
14 Development costs						
Building Your Church (BYC)						
Alarm system	0	1,020	1,020	0	0	0
Alternative venue rentals	314	0	314	3,086	0	3,086
Café equipment	6,466	0	6,466	0	0	0
Church & hall deep clean; toilet repair; H&S	1,576	0	1,576	0	0	0
Contractors (Ash)	67,439	123,746	191,185	74,054	499,104	573,158
Insurance	1,389	0	1,389	3,450	0	3,450
Lock simplification	3,425	0	3,425	0	0	0
Project management (DHP)	0	17,507	17,507	3,000	6,463	9,463
Refurbishment fitting out	20,599	0	20,599	0	0	0
Refurbishment preparation	0	0	0	4,665	0	4,665
Refurbishment subsequent work	18,084	0	18,084	0	0	0
Shelving	1,181	0	1,181	0	0	0
Step lights, timer and coffee machine sockets	743	0	743	0	0	0
Vestibule speakers	0	0	0	330	0	330
	<u>121,216</u>	<u>142,273</u>	<u>263,489</u>	<u>88,585</u>	<u>505,567</u>	<u>594,152</u>

The refurbishment of the ancillary buildings, started in 2024, has incurred expenditure of £857,641.

15 Related parties

The trustees, and related parties, made aggregate donations to St Andrew's Church of £28,323 in 2025 (2024: £51,122).

**Parochial Church Council of St Andrew's Church Oxshott
Notes to the Financial Statements for 2025**

16 Funds

The fund movements during 2025 were as follows:

	B/F (£)	Income (£)	Expenses (£)	Net (£)	Transfer (£)	C/F (£)
Unrestricted Fund	81,513	263,944	280,319	(16,375)	0	65,138
Unrestricted Development Fund	295,864	9,855	127,342	(117,487)	0	178,377
Total Unrestricted Funds	377,377	273,799	407,661	(133,862)	0	243,515
Restricted Development Fund	106,700	36,521	142,277	(105,756)	0	944
Restricted Hardship Fund	0	0	0	0	0	0
Restricted Mission Partnering Travel Fund	9,485	0	0	0	0	9,485
Restricted Economic Hardship Fund	1,942	0	50	(50)	0	1,892
Restricted Locally Supported Minister Fund	126,064	5,257	9,329	(4,072)	0	121,992
Total Restricted Funds	244,191	41,778	151,656	(109,878)	0	134,313
Total Unrestricted and Restricted	621,568	315,577	559,317	(243,740)	0	377,828

The fund movements during 2024 were as follows:

<i>Unrestricted Fund</i>	<i>133,053</i>	<i>231,289</i>	<i>282,829</i>	<i>(51,540)</i>	<i>0</i>	<i>81,513</i>
<i>Unrestricted Development Fund</i>	<i>27,283</i>	<i>302,175</i>	<i>33,594</i>	<i>268,581</i>	<i>0</i>	<i>295,864</i>
Total Unrestricted Funds	160,336	533,464	316,423	217,041	0	377,377
<i>Restricted Development Fund</i>	<i>563,478</i>	<i>48,863</i>	<i>505,641</i>	<i>(456,778)</i>	<i>0</i>	<i>106,700</i>
<i>Restricted Hardship Fund</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Restricted Mission Partnering Travel Fund</i>	<i>10,985</i>	<i>0</i>	<i>1,500</i>	<i>(1,500)</i>	<i>0</i>	<i>9,485</i>
<i>Restricted Economic Hardship Fund</i>	<i>2,467</i>	<i>0</i>	<i>525</i>	<i>(525)</i>	<i>0</i>	<i>1,942</i>
<i>Restricted Locally Supported Minister Fund</i>	<i>163,422</i>	<i>7,185</i>	<i>44,543</i>	<i>(37,358)</i>	<i>0</i>	<i>126,064</i>
Total Restricted Funds	740,352	56,048	552,209	(496,161)	0	244,191
Total Unrestricted and Restricted	900,688	589,512	868,632	(279,120)	0	621,568

**Parochial Church Council of St Andrew’s Church Oxshott
Notes to the Financial Statements for 2025**

17 Debtors

	2025	2024
Unrestricted Fund	27,751	27,609
Unrestricted Development Fund	2,154	269,540
	<u>29,905</u>	<u>297,149</u>
Restricted Development Fund	616	6,993
Restricted Hardship Fund	0	0
Restricted Mission Partnering Travel Fund	0	0
Restricted Economic Hardship Fund	0	0
Restricted Locally Supported Minister Fund	1,219	1,480
	<u>1,835</u>	<u>8,473</u>
Unrestricted and restricted	<u>31,740</u>	<u>305,622</u>

18 Liabilities

	2025	2024
Unrestricted Fund	26,321	12,971
Unrestricted Development Fund	2,162	5,494
	<u>28,483</u>	<u>18,465</u>
Restricted Development Fund	15,571	202,487
Restricted Hardship Fund	0	0
Restricted Mission Partnering Travel Fund	0	0
Restricted Economic Hardship Fund	0	0
Restricted Locally Supported Minister Fund	0	0
	<u>15,571</u>	<u>202,487</u>
Unrestricted and restricted	<u>44,054</u>	<u>220,952</u>

Independent Examiner's report to the Parochial Church Council

of the Parish of St Andrew's Oxshott

I report to the members on my examination of the accounts of The Parochial Church Council of The Parish of St Andrew's Oxshott ('the PCC') for the year ended 31 December 2025.

Responsibilities and basis of report

As the members of the PCC (and trustees for the purposes of charity law) 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 PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am member of the Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the PCC has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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:

- accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Use of my report

This report is made solely to the PCC, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the PCC those matters I am required to state to them in an independent examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC as a body for my work or for this report.

Date: 03-Mar-2026

Signed:

DocuSigned by:

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Janice Matthews, FCA
Menzies LLP
Chartered Accountants

Magna House, 18-32 London Road, Staines-upon-Thames, Surrey TW18 4BP