

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge.
Trustees Annual Report. Year ended 31st December 2024



Contents

No.	Heading	Page
1	Legal and Administrative Information	2
2	The Trustees	2
3	Aims and Purposes	3
4	Objectives and Activities (including statement of public benefit)	3
5	Mission Statement	3
6	Vision Statement	3
7	The Charity's plans for the future	4
8	Organisational Structure, Recruitment of New Trustees	6
9	Meeting attendance and Statistics	6
10	Report of the Electoral Roll officer	9
11	Vicar's Report	9
12	Churchwarden's Report	10
13	Worship and Pastoral	10
14	Deanery Synod	11
15	Building Fabric Report	11
16	Safeguarding Children and Vulnerable Adults	12
17	Life Groups (now called Small Groups)	12
18	Men's Group	13
19	Youth and Children's Ministry	13
20	Little Fishes Nursery School	13
21	Pastoral Care	17
22	Coffee Mug Community Café	17
23	Flower Team	17
24	Risk Management	18
25	Treasurers' Report	18
26	Independent Examiner's report	19
27	Financial Report	20

**The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge.
Trustees Annual Report. Year ended 31st December 2024**

1.LEGAL AND ADMINISTRATIVE INFORMATION

The charity is called the Parochial Church Council of The Ecclesiastical Parish of Rowledge, also known as St James' Church, Rowledge, and is registered with the Charity Commission of England and Wales.

Registered Charity Number	1128612
Registered address	St James' Church Office Church Lane Rowledge Farnham GU10 4EN

2.THE TRUSTEES

PCC members who have served from 1st January 2024

Clergy	Revd Dr Steve Green, Vicar (after April 2024) Revd Dr Russ Parker (ex officio) Associate Minister
Churchwardens	Karen Fewster (until May 2024) Clive Jourdain (until May 2024)
Elected members	Andrew Fewster (Treasurer, until May 2024) Joanna Chipperfield (until May 2025) Jan Clark (until May 2025) Jonathan Doland (until May 2026) Samantha Goolding (until May 2026) Peter Ivermee (until May 2026) Judith Scott (until May 2026) Ian Webb (until May 2025) Anne Vine (until May 2026) Tony Carpenter (from May 2024 until 2027) Russell Chipperfield (from May 2024 until 2027) Ken Wickenden (Treasurer, from May 2024 until 2027) Clive Jourdain (from May 2024 until 2027)

Co-opted members	Nick Smale (PCC secretary)
Other office holders	Rebecca Porter – Parish Safeguarding Officer David Pennington - Electoral Roll Officer Samantha Goolding - DBS Validator Amber Delves - Manager Little Fishes Nursery Karen Fewster - Deanery Synod Rep (until May 2024)

Bankers	National Westminster Bank
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Independent Examiner	Nigel Wyatt BFC FCA
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The trustees present their annual report with financial statements for the year ended 31st December 2024.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102.

**The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge.
Trustees Annual Report. Year ended 31st December 2024**

3.AIMS AND PURPOSES

The Parochial Church Council of the Ecclesiastical Parish of Rowledge is a charity registered with the Charity Commission (registration no.1128612).

The PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, ecumenical and social, throughout the ecclesiastical parish.

The PCC is also specifically responsible for the maintenance of the church buildings adjacent to the church, and the operation of Little Fishes' Nursery in those buildings.

4.OBJECTIVES AND ACTIVITIES (including statement of Public Benefit)

The church was established in the village of Rowledge in 1869 and generations of Rowledge families lie in the adjacent graveyard.

Our services and activities put faith into practice and allow ordinary people to live out their faith as part of a strong community through worship and prayer.

Pastoral care is a strong part of our mission and outreach. We have a passion for youth and children and have invested heavily in youth and children's work. We are also mindful of the needs of older residents in the parish, especially those who are infirm or lonely. We have created a pastoral visiting group who visit older residents.

Our purpose is to know Jesus and to make Jesus known to everyone in the parish and beyond. To do this we aim to have wonderful worship, devoted disciples and a genuine compassion for our community.

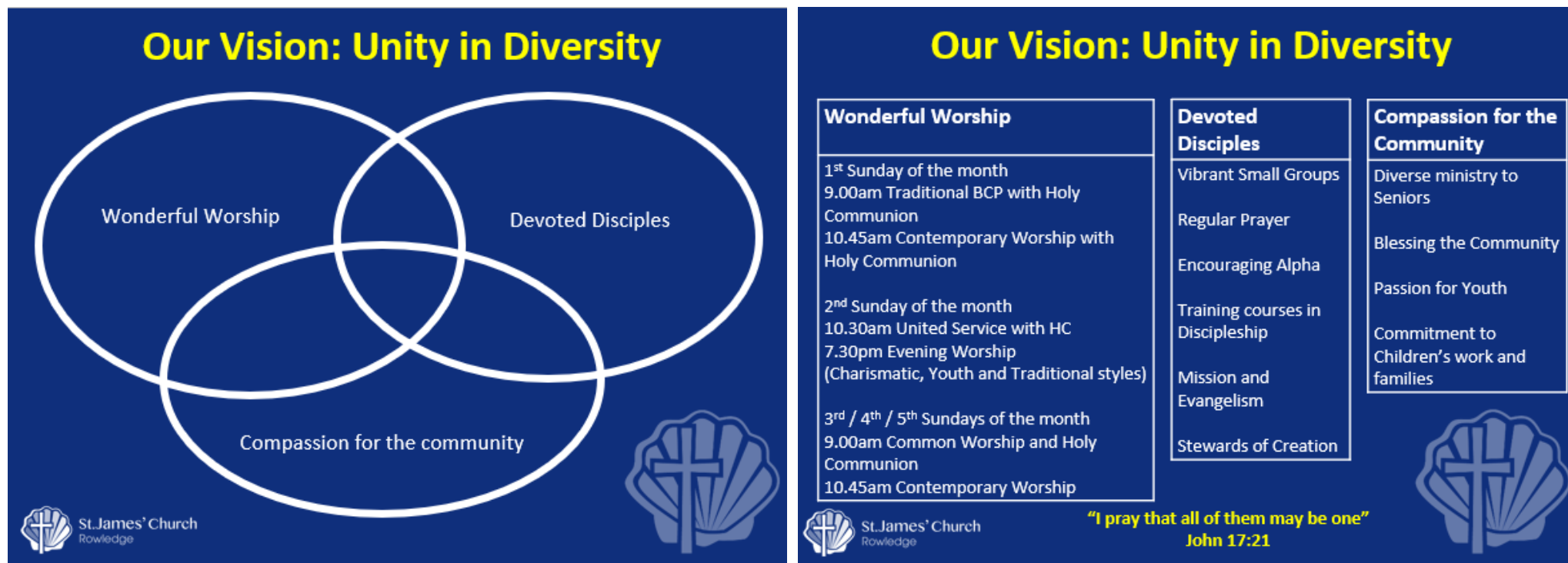
5.MISSION STATEMENT

In line with the Church of England we subscribe to the five marks of mission. There are:

1. To preach the Gospel
2. To teach the fundamentals of the Christian faith based on Scripture
3. To pastorally care for those in need
4. To challenge unjust structures in society
5. To care for the environment

6.VISION STATEMENT

Our vision is to unite the community in Jesus Christ by meeting diverse needs. That is the meaning of 'Unity in Diversity'. We aim to achieve this in three ways. Firstly, by striving for Wonderful Worship; secondly, by creating Devoted Disciples and, finally, by demonstrating Compassion for the Community. All this is explained on the next page and explains the church's plans for the future.



7.THE CHARITY'S PLANS FOR THE FUTURE - THE CHURCH GROWTH PLAN

In August 2024, the members of the PCC and other church leaders met to discern God's plan for the church. As a result of this meeting, the cards in blue above and the church growth plan, below, were written.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

Church Development Plan for St James', Rowledge "Unity in Diversity"

Agreed by PCC on: 5th September 2024

#	Priority	Diocesan Goal	Specific Action Points	Owner	Achieved by when?	Resources needed	Success Criteria	Progress			Review Date
1	Devoted Disciples who are committed to the Gospel in their daily lives and to sharing their faith with others.	Growing disciples	i.Re-energising small groups	SG PI SGO	September 2027	Provide booklets and training for small group leaders	>50% of church linked to small group of some kind	✓	✓	✓	Sept 26
			ii.Promoting church prayer life	JB	Sept 26	Create a prayer ministry team	Fortnightly church prayer meetings	✓	✓	✓	Sept 25
			iii.Running Alpha and youth Alpha during #hungry		Every Sept and Jan	Cost of Alpha materials	2 x Alpha courses each year	✓	✓	✓	Nov 25
			iv. Help in sharing your faith		May 2025 or 2026	3 evenings in the church	Run a 'sharing your faith' course	✓	✓	✓	June 25
2	Wonderful Worship that engages all in the parish with a wide range of worship styles	Growing diversity	i.Wide breadth of worship services from liturgical to contemporary	SG JB TC	Sept 2025 & ongoing	Time to write and photocopy	Diverse needs met and good attendance	✓	✓	✓	July 25
			ii.Sharing best practice in reading, serving, interceding and preaching	IW	May 2025	Time to plan and resources courses	Participants attend, engage and develop	✓	✓	✓	April 25
3	Compassion for the Community so that the community feels loved by the church and always welcomed into it.	Growing community	i.Ministry to all ages including seniors	SG JAC	Spring 2025	Strengthen pastoral care arrangements	Increase in number of people visited	✓	✓	✓	April 26
			ii.Blessing the parish with activities	JCC JB	Sept 26	Volunteers and use of buildings	Events such as quiz nights occur	✓	✓	✓	Sept 27
			iii.Grow links with Primary school and LF		Sept 26	Cost of materials	Increased engagement with families	✓	✓	✓	Sept 27
4	Explore suitability of buildings so that the church can meet God's vision to bring the good news of Jesus to as many people as possible in the local area.	All three above	i.Audit use of the building	COH SG	Sept 25	Time	Clear understanding of users of buildings	✓	✓	✓	Sept 26
			ii.Identify likely future need	CJ PI	Spring 26	Analysis of trends	Accurate meeting of customer need	✓	✓	✓	Spring 27
			iii.Formulate a plan to meet this need through the optimum use of all the church facilities throughout the week as well as weekends		Sept 26	Questionnaires for the community to respond to	Plan is comprehensive and meets diverse community needs	✓	✓	✓	Sept 27

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

The trustees have given due consideration to the Charity Commission's published guidance on the public benefit requirements under the Charities Act 2011.

8.ORGANISATIONAL STRUCTURE, RECRUITMENT OF NEW TRUSTEES

The Parochial Church Council (PCC) of the Ecclesiastical Parish of Rowledge is a charity organisation registered with the Charity Commission. The Parochial Church Council is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules.

The membership of the PCC at St James' consists of clergy, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who regularly attend church are encouraged to register on the Electoral Roll and are then eligible to stand for election to the PCC. PCC members are elected for a 3-year period.

The PCC members are trustees and as such are responsible for making decisions on all matters of general concern and importance to the parish, including financial.

Trustee meetings are normally held 6 times a year (January, March, May (APCM), July, September and November). At the Annual Parochial Church meeting in May new trustees are elected. The Standing Committee normally meets in the months in between (February, April, June, August, October and December)

9.MEETING ATTENDANCE AND STATISTICS

PCC meetings and committees

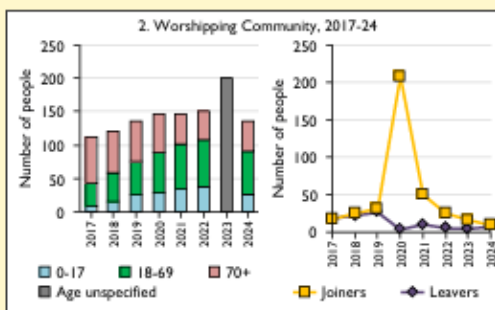
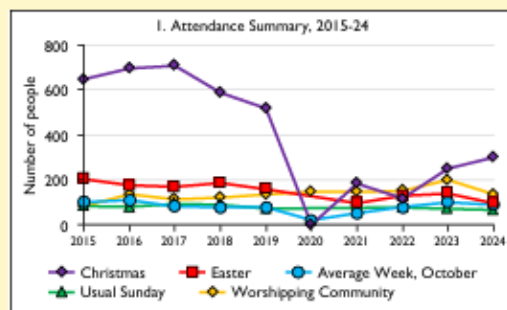
Due to the period of inter-regnum (or vacancy) when there was no incumbent from October 2023 until April 2024, the frequency of meetings was slightly reduced. In 2024, the full PCC met on five occasions and the Standing Committee met on three occasions. Average attendance was 75%. The Annual meeting (APCM) was held on the 19th May 2024.

Church attendance

Statistics for church attendance in 2024 can be found on pages 6 and 7 below. As expected, 2024 was in many senses a year of upheaval and transition. Both the Vicar and the Youth and Children's worker left in 2023 and then the church wardens stepped down in May 2024. As a result, Sunday attendance, mid-week attendance and the number of baptisms, weddings and funerals were impacted. By the end of 2024, the church was fortunate to have in place a new full-time systems manager (church administrator) and a new full time Youth and Children's minister. As a result, attendance and numbers of events began to rise by the end of 2024. For example, there were 55 children at the Superheroes church party in October 2024 and 300 people at Christmas services in 2024 which was an increase from 250 in 2023. In 2025, the expectation is that all these numbers will continue to rise further.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

SfM Dashboard for the Parish of Rowledge in the deanery of FARNHAM



Parish Census and deprivation summary

Parish population (2021): 2578

	Parish	Diocese	National
% aged 0-19	27%	24%	23%
% aged 20-44	18%	31%	33%
% aged 45-69	36%	32%	31%
% aged 70 & over	20%	14%	14%
% Christian	56%	49%	46%
% non-Christian religion	2%	7%	11%

Parish deprivation rank (IMD 2019): 12095

(1=most deprived parish in the Church of England, 12,178=least deprived)

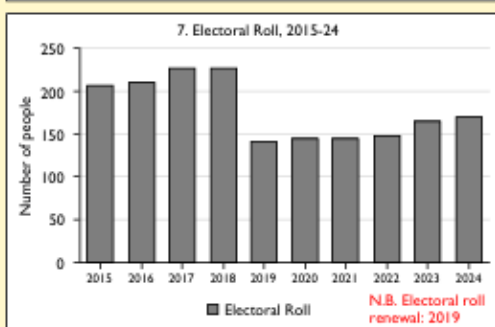
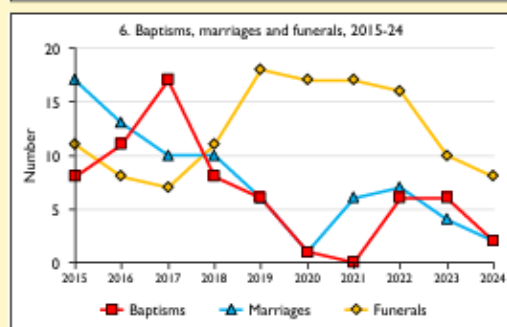
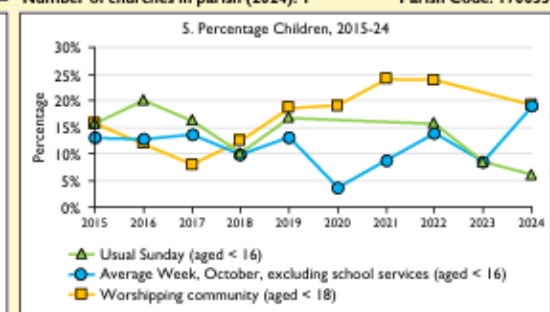
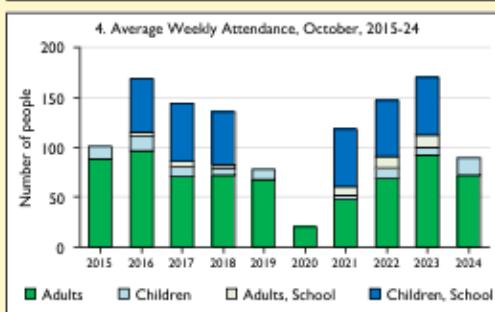
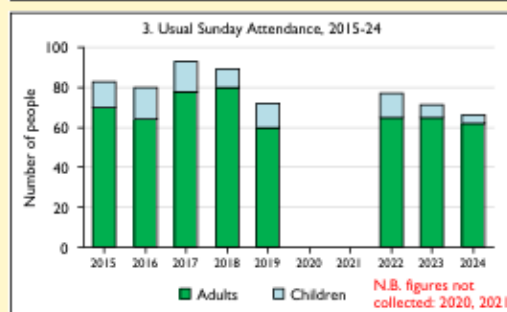
For more detailed census & deprivation info: see <http://arcg.is/1Ra54CS>

<https://www.churchofengland.org/about/data-services/> and

<http://www.cuf.org.uk/shinealight/>

Number of churches in parish (2024): 1

Parish Code: 170053



This dashboard contains figures as submitted by churches currently in the parish

Attendance statistics: taken from annual Statistics for Mission returns.

Average weekly attendance: attendance at Sunday and midweek church services & fresh expressions in October; Figs 1 & 5 do not include attendance at services for schools.

Easter: Easter Eve & Easter Day; Christmas: Christmas Eve & Christmas Day.

Baptisms: all baptisms & thanksgivings.

Marriages: marriages and services of prayer & dedication after civil marriages.

Funerals: those held in church & at crematoria/cemeteries.

Because of pandemic-related church closures, Easter figures were not collected in 2020.

Census data: taken from the 2021 national Census.

Deprivation statistics: IMD taken from the English Indices of Deprivation, published by the Ministry of Housing, Communities & Local Government, Sept 2019.

The above statistics have been mapped onto parish boundaries so are approximations.

For more information, see: <https://www.churchofengland.org/about/data-services/>

Variations in attendance from year to year may be the result of changes in the number of churches that submitted returns, or changes in parish/benefice structure.

Number of churches included in returns: 2015 1; 2016 1; 2017 1; 2018 1; 2019 1; 2020 1; 2021 1; 2022 1; 2023 1; 2024 1.

Produced by Data Services, Church House, Great Smith Street, London SW1P 3AZ. Date of production: 29/04/2025.

Every effort has been made to ensure that data are reliable. We would be pleased to be notified of any significant errors or omissions by email to statistics.unit@churchofengland.org

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

SfM Dashboard Data for the Parish of Rowledge in the deanery of FARNHAM

Report	Field	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
1. Attendance Summary	Christmas	648	696	708	588	518	0	183	118	250	300
	Easter	203	176	169	186	158	-	96	129	139	96
	Average Week, October	101	110	81	79	78	21	52	80	100	89
	Usual Sunday	83	80	93	89	72	-	-	77	71	66
	Worshipping Community	83	136	113	121	135	147	146	151	200	136
2. Worshipping Community	Total			113	121	135	147	146	151	200	136
	0-17			9	15	25	28	35	36	-	26
	18-69			35	43	51	61	66	72	-	65
	70+			69	63	59	58	45	43	-	45
	Age unspecified			0	0	0	0	0	0	200	0
	Joiners			17	25	31	208	50	25	16	9
	Leavers			18	22	26	3	10	5	4	7
3. Usual Sunday Attendance	Adults	70	64	78	80	60	-	-	65	65	62
	Children	13	16	15	9	12	-	-	12	6	4
4. Average Weekly Attendance	Adults	88	96	70	71	68	20	47	69	92	72
	Children	13	14	11	8	10	1	5	11	9	17
	Adults, School	-	5	5	3	0	-	8	11	12	-
	Children, School	-	54	58	54	0	-	58	57	58	-
5. Percentage Children	Usual Sunday (aged < 16)	16%	20%	16%	10%	17%	-	-	16%	8%	6%
	Average Week, October, excluding school services (aged < 16)	13%	13%	14%	10%	13%	4%	9%	14%	9%	19%
	Worshipping community (aged < 18)	16%	12%	8%	12%	19%	19%	24%	24%	-	19%
6. Baptisms, marriages and funerals	Baptisms	8	11	17	8	6	1	0	6	6	2
	Marriages	17	13	10	10	6	1	6	7	4	2
	Funerals	11	8	7	11	18	17	17	16	10	8
7. Electoral Roll	Electoral Roll	207	210	227	227	141	145	145	148	165	170

10. REPORT OF THE ELECTORAL ROLL OFFICER

Under the Church Representation Rules, we were required this year, 2025, to complete a new Church Electoral Roll. This has meant canvassing all parishioners on the 2024 roll to renew their enrolment plus encouraging those new to the community church to participate further in the parish by enrolling. My thanks to Rev Steve Green and his administration staff that have given their time to this task the outcome of which is that: The new electoral role for the parish as at 20th April 2025 stands at 126 with, at the time of writing, a further 4 people who have submitted forms after the deadline. This time last year our roll was 170 but perhaps a better comparison is that at the last complete renewal in 2019 the roll then stood at 141. The Electoral Roll is available to view in the church porch for the next 14 days and thereafter on request. If there are any errors in the roll, please report them as soon as you can.

David Pennington, Electoral Roll officer

11. VICAR'S REPORT

I was installed as Vicar of St James' church, Rowledge on April 24th by the Bishop of Dorking. It is an enormous privilege to serve the people of this parish in the name of Jesus Christ. One of my first actions was to meet up individually with every member of the church / parish and discuss what they felt were the strengths and possible areas for development of the church. I met everyone either at the vicarage or in their homes. Using all this information we then organised a 'guidance day' for all PCC members (trustees) and other leaders in the church on Saturday, 17th August to discern what God is calling His church to. This resulted in our vision of 'Unity in diversity'. This was based on Jesus' heart that his people were united as recorded in John chapter 17. However, it was also to acknowledge that some people like traditional worship and some like contemporary worship. Accordingly, we came up with a pattern of worship and style of ministry which reflected a range of traditions whilst always being faithful to the Scriptures. This is shown on page 4 above.

The next full PCC meeting was spent formulating a 'Church Growth Plan' which incorporated the three strands of 'Wonderful Worship', 'Devoted Disciples' and 'Compassion for the Community'. This dovetails with the Diocesan vision of growing disciples, growing diversity and growing community. This is summarised on page 5 above.

At the time of writing, we have seen fruit from our plans. We now have a richer variety of worship styles, a range of training for discipleship including training for small group leaders and we are beginning to reach out further into the community through, for example, greater amounts of children's work. The plan for next year is to consolidate and extend this work. In particular, to further grow links with local schools, to increase prayer ministry and to reach out to seniors with a stronger pastoral care team. All these initiatives are outlined on page 5 above.

I want to take this opportunity to thank a range of people for their support over the year. Firstly, the paid staff. I want to thank Jade, our Youth and Children's minister, Jacob, our Systems Manager and all the staff at Little Fishes nursery. All these people have been a pleasure to work with. I also want to thank Rev Dr Russ Parker for his invaluable support. Next, I want to thank the four sub-wardens, Peter, Jan, Tony and Clive, and the PCC (trustees) for their excellent guidance and encouragement. Finally, I want to thank all the

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

other members of the community who have made me, and my wife, feel so welcome and at home in this parish.

Rev Dr Steve Green, Vicar (April onwards)

12. CHURCHWARDENS' REPORT

The year started with meeting and interviewing four of the five applicants to fill the vacancy of vicar of St James'. We are most grateful for the significant help and commitment to this exercise that we received from Bishop Paul and the Area Dean Richard Bodle. It was a joy that our selected candidate accepted the post and to be able to welcome Steve and Helen to the vicarage in the following April.

In June Rosie Dray stepped down from her role as office administrator and we would like to record how much we have appreciated all she has done for us under very difficult circumstances. We welcomed Jacob Green to the role of helping us out in the office with his technical expertise and he has quickly made himself indispensable.

September saw our prayers answered with the arrival of Jade. She has brought huge enthusiasm, fun and inspiring ideas to the role. It is exciting to witness how she is reaching out and growing into the role of inspiring the youth of our two village schools. We owe an enormous debt of gratitude to Ian Webb and Jo Chipperfield for all they have done keeping our youth work on track for over a year.

We would like to record how much we are all indebted to Ken Wickenden and Russ Parker. Ken has given an inordinate amount of time to ensure our finances are in order and sound going forward. It is a role that is not fully appreciated as to how vital it is in maintaining the normal functioning of life of the church. Our objective in the coming year is to reengineer the role to make it less reliant on one person. We also owe a great debt of gratitude to Rev Russ Parker for the stability he brought by continuing to lead our worship during the vacancy period early in the year.

Finally, a huge thank you to all our leaders/volunteers too numerous to mention for all you have done to make us the church community that we are. The flower team, Rowledge Review contributors / distributors / editor, Church cleaners, AV operators, Hospitality team, Musicians, laundry, maintenance volunteers all of you who quietly contribute to all aspects of our church life unnoticed, but so appreciated.

Clive Jourdain, Church Warden until May 2024 and sub-warden thereafter

13. WORSHIP AND PASTORAL

The period of January-April 2024 formed the concluding months of the Interregnum (or vacancy) which was hosted by myself, the Rev Dr Russ Parker. I would like to record my grateful thanks to the Church Wardens, Karen Fewster and Clive Jourdain, whose partnership and commitment ensured a smooth and fruitful time of transition culminating in the appointment and installation of the Rev Dr Steve Green as the new Incumbent of the Parish. Attendance numbers were maintained at all the services including a rich experience of services through Holy Week.

Rev Dr Russ Parker, Associate Minister

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

From the end of April, and as the newly appointed incumbent, my role was to preside over Word and Sacrament. This means that I was responsible for the preaching and teaching in the parish together with Holy Communion and Baptisms. In addition, I had the privilege of conducting weddings, funerals and burials in the church yard.

In worship, I felt called to continue the tradition of placing preaching the word of God as being of central importance. Preaching has been both expository (one verse of the Bible at a time) and also thematic (themes such as prayer, the environment and blessing each other). Musical worship is also central to the life of the parish. I want to record my thanks to all our musicians in 2024: Mary and Alastair, Sara, Gemma, Neil and Thomas, together with all organists who have helped us on an occasional basis.

We are keen to develop a team approach to worship. To this end I would like to thank all our readers, intercessors, welcomers, AV team, servers, occasional preachers, children's leaders, coffee makers, sub wardens and flower arrangers. Finally, to Rev Dr Russ Parker for 'holding the fort' during the vacancy and for inspiring myself and so many through his powerful preaching ministry. To all who have contributed to the quality of worship, thank you.

Rev Dr Steve Green, Vicar

14.DEANERY SYNOD

Farnham Deanery Synod met twice in 2024, on Tuesday **30 April** at All Saints' Church in Headley and on Wednesday **9 October** at St Andrew's Church in Farnham. Both meetings started with a short act of worship and a reflection from the incumbent on the context of ministry in the parish.

The guest speaker at the Headley meeting in April was Pippa Cramer from Claygate Parish. With her husband Steve, she had developed an initiative called 'Hymns we Love', sub-titled 'Share the Gospel with Seniors in your Community'. It uses well-known and much-loved hymns to connect with older people, perhaps on the periphery of the local church community, and share the good news of Jesus Christ in a gentle, but clear, manner. She gave a demonstration of how the programme worked using Psalm 23.

The guest speaker at Farnham in October was Alison Moulden, Net Zero Officer for the Diocese. She gave a presentation on the climate change emergency and what parishes can do to tackle it. The first three steps are: fill in the Energy Footprint Tool (EFT); conduct the eco-church survey; arrange an energy audit of the building(s) in the parish. The Synod agreed to propose to Diocesan Synod that all churches that would benefit from an energy audit to address the challenge of decarbonisation should be eligible for the £500 grant that is currently available.

Rev Richard Bodle, Area Dean, Farnham Deanery

15.BUILDING FABRIC REPORT

The vicarage was redecorated throughout, carpets cleaned, new TV aerial installed, and a new cupboard added in the kitchen. In addition, the Diocese carried out various works of repair. The Youth and Children's workers house, owned and maintained by the church at 25a Broad halfpenny, has been totally refurbished and redecorated, extra loft insulation, new flooring apart from hall, stairs and bathroom, and a new

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

kitchen installed. With much of the work undertaken by volunteers, to whom we are very grateful, costs were kept to a minimum.

The air blower for the organ was the original and it failed. It has been replaced. The minor works required by our last quinquennial of October 2023 have all been completed, some not until the current calendar year, and so will be reported on next year.

We would like to express our sincere thanks to Colin Henry for his expertise and hard work on behalf of the Parish. Without him much of the work would not have been completed to such a high standard, if at all. He has saved the Church considerable expense.

Peter Ivermee, member of Fabric Committee and sub-warden

16.SAFEGUARDING OF CHILDREN AND VULNERABLE ADULTS

There have been three safeguarding concerns reported since the last Annual Report relating to children or vulnerable adults within the church. All concerns have been recorded, reported and advice actioned. We have set up a recording system, so the information is kept securely in one place. We have set up a safeguarding team involving Rev Steve Green, Jade Biggs and myself, which meets monthly to discuss safeguarding matters.

The spreadsheet continues to be updated, monitoring dates of DBS's and safeguarding training. Information being transported onto the hub is outstanding, but the tick system of monitoring St James' safeguarding procedures is regularly updated for the diocese to see. There have been no risks associated with Covid 19 that has needed any action.

Becky Porter, Parish Safeguarding Officer (PSO)

17.LIFE GROUPS (NOW CALLED SMALL GROUPS)

In the early part of 2024, there were 6 mid-week groups meeting at St James including the Wednesday morning prayers held on zoom. The pattern introduced by Revd Russ Gant was continued during the interregnum up to the welcome arrival of Revd Dr Steve Green at the end of April.

Ben Scott, Life Group Co-ordinator until May 2024

Following May 2024, I took over the running of Life Groups and they were re-named as Small Groups. Booklets with questions based on each Sunday's sermons were provided for all small group leaders. In addition, training for small group leaders was planned to take place in the following year. A new small group was started at the vicarage by Helen Green and met every Thursday night to discuss the Sunday sermon.

I would like to express my grateful thanks to Ben for overseeing Life Groups (or Small Groups) in the first part of the year.

Rev Dr Steve Green, Vicar

18.MEN'S GROUP

The Men's Group met in 2024 at monthly intervals on Thursday evenings. We are grateful to Roy Waight for making his house available for this purpose. In 2024, we discussed aspects of Christian history including the Crusades and war and peace, as well as current matters of concern such as the issues around immigration. Some months we were pleased to welcome local clergy, including our own Vicar, as guest speakers. Our own members also spoke about aspects of their Christian journey, and we concluded the year with a presentation of the Nativity expressed in Art.

Ben Scott, Men's Group Co-ordinator

19.YOUTH AND CHILDRENS' MINISTRY

Up until September 2024 Children's and Youth Ministry was undertaken by a range of willing volunteers. Ian Webb took on the role of leading the youth group (#hungry) up until September with help from Sam Goolding and other volunteers who were generous with their time. In May, Helen Green took on the role of leading the children's work in church on a Sunday (Big Fish) until September.

I, Jade Biggs, began my role as Youth and Children's Minister on Sunday 1st September 2024, and was warmly welcomed into both the role and the St James' Church family.

Hungry

#Hungry continues to meet every Wednesday during term-time, from 7:00–8:30pm, for young people in school years 7–13. On average, we see 8–12 young people attending each week, including friends they've invited along. #Hungry provides a safe space to hang out, build friendships, and ask big questions as we explore faith together. In January 2025, we plan to run the new Youth Alpha course, helping our young people grow deeper in their faith and in their relationships with one another and with God.

We also encourage them to attend termly worship gatherings hosted by the Youth Catalyst Project (Guildford Diocese), which offer opportunities to connect with other young people and grow spiritually through worship, prayer, and inspiring talks. Next Summer, we're planning to take our young people to Satellites Youth Festival, taking place 6th–10th August 2025 at the Bath and West Showground, Shepton Mallet. This week-long camp includes worship, prayer, seminars, sports, social activities, and loads more! It's a great opportunity for spiritual growth and fun!

Big Fish

Big Fish runs every Sunday morning during our 10:45am service for all children. Each week includes action songs, Bible stories, crafts, games, and lots of fun as we learn about Jesus together. We currently have an average of 3–6 children attending each week. Starting in January 2025, we hope to launch a new after-school club for primary-aged children to help build relationships in our community, and with the aim of encouraging more families to join us on Sunday mornings.

Jade Biggs, Youth and Children's Minister from September

20.LITTLE FISHES NURSERY SCHOOL

Little Fishes is a warm, welcoming place for young children to be cared for, provided with stimulating development opportunities and thrive in all areas of their learning and development. The nursery has a

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

good reputation in the local area and enjoys strong parent and community support. We are known for our nurture, generosity, kindness, and care. We offer a varied and challenging choice of activities for our children. As well as forest trips and cooking club, we offer an optional gymnastic club on Friday which many children have signed up to and enjoy.

The happy, skilled, loyal, and dedicated staff work above and beyond to continuously improve the setting. Celebrations and outings always build special memories for the children and their families. We enjoyed celebrating Harvest, Christmas, Easter, and our leavers had a graduation service. We celebrated other cultures on World Festival Day, Chinese New Year and are looking forward to celebrating St Patricks day. We have dressed up for World Book Day and fundraised for Comic Relief (Red nose day and Spotty day) and Children in Need. Our fundraising has enabled us to continue to develop the outside area, so improve storage and accessibility of stored resources and equipment and to purchase equipment to meet specific children's needs. We've had special trips to the Alice Holt, farm, Birdworld, and Play 360, soft play centre. We celebrated Ofsted recognising our strengths and hard work with our good result In the recent inspection.

We currently have 36 children on role. It's very busy. The number of special education needs (SEN) children on role has increased, as has demand for 2-year-old spaces. We currently have one previously looked after child, 13 children with Special Educational Needs (SEN) and 4 children for whom English is a second language. 5 of these children are considered 'disadvantaged'. This impacts deployment of staff.

Vision and Development

Developed forest offer to 3 sessions per week planned and delivered by a qualified Forest School L3 practitioner. Continued to fundraise to improve outside area, new barrier fences in natural wood and sandpit improve the aesthetics and safety. The outgoing parents gifted the nursery a large shed which the children access as their choosing shed. Rowledge Village Fair have covered the cost of repairing the roof to the outdoor classroom, making the area usable in wet weather. We have created a second reading cosy area outside for children to relax. Parents helped mend and preserve resources at the parents DIY Day last July. We continue to be supported by the parents and community with volunteers leading our cookery offer, assisting at forest school and reading stories, and bible teaching. Developed our 'Nemo' (preschool) group to prepare children for primary school (school ready) and receive positive feedback from local schools on our results. In response to a greater attendance of younger children we have also developed our 'starfish' group which is primarily focused on the speech and language and the emotional needs of the children. We are working with a local Speech and Language therapist to explore the most effective way for her to offer support to our families. We were delighted from the feedback from our parents and staff survey both of which show a high degree of value and confidence in the nursery.

Staffing and Recruitment

Despite the national challenge of recruitment and retention we have a well-trained and highly competent staff team. However, staffing is always a challenge with staff at capacity and not always able to offer cover. We are currently recruiting to replace Lucinda Briggs, who is leaving due to childcare issues. Amy Bowers is conducting her SEN masters project at Little Fishes this year and then will take on the role of SENCO from January 2026. This will allow a staffing/ Senior leadership restructure to release capacity in the current SLT team. The Senior Leadership Team continues to be Amber Delves, Lucy Burrage and Emily Scotcher.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

Christian Distinctiveness

We have excellent links with St. James' church and Rowledge school. We continue to celebrate our special services at Rowledge church at Harvest, Christmas, Easter, and Graduation. We continue to address our Christian distinctiveness as a nursery, with Jade and Reverend Steve participating in our church celebrations. The PCC are welcome to attend our celebrations and parent events.

Aileen Ashby comes in weekly to share a bible story and build a relationship with the children, which is always enjoyed by all. Sarah Oliver (head teacher at Rowledge Primary School) supports the nursery with safeguarding, safer recruitment, curriculum monitoring and school transition. They also provide a venue for our sports day and invite us to community events. Amber works with other church nurseries as part of the Guildford diocese pre-school leader's forum. The staff are invited to pray together every morning, and the children are invited to pray before lunchtime. We would love to appoint someone to our steering committee that could take a lead on promoting Christian distinctiveness. We continue to explore opportunities to increase working together with the church.

Working with parents

We have incredible support from our families. The Parent's Forum is an essential part of the nursery, providing an important parent voice in decision making. This gives parents an opportunity to input into the decision-making processes and help plan events, activities, trips, and fundraising. An ex-parent, Karen Fry, continues to deliver cookery sessions, one parent delivers our World Celebration and another will lead our St Patricks day celebrations. The parents help a Community Toy Swap which supported lower income families with presents at Christmas, including donating to asylum seeker families and raised funds for the nursery. A further parent is now supporting our forest sessions.

We have seen the continued impact of Covid and reduced funding on external services, impacting our families and children and the staff act as a source of support for many families in the complex task of being a parent. We are observing an increased need for parents to be supported, with loneliness, with finances, with relationships, with parenting and with emotional health. The parents plan regular coffee mornings.

Accountability

St James' church is the registered provider of Little Fishes, and the PCC is the responsible body for ensuring compliance and adherence to all the welfare and safeguarding requirements outlined in the EYFS document. They delegate oversight to the Little Fishes steering committee who are responsible for overseeing and setting the direction of the nursery. The Steering Committee continues to be served by Reverend Steve and Sarah Oliver. We are still seeking how to expand this team. The manager meets termly with a steering group who have delegated authority to govern on behalf of St James PCC. The manager meets monthly with the chair of the steering group / her line manager Reverend Steve and every 6 weeks with her supervisor Sarah Oliver. The deputy manager is responsible for the day to day running of the nursery, overseen and accountable to the manager. The Senior Leadership Team meet termly to review the school improvement plan and to review the running of the nursery. The manager meets weekly with the deputy and the business administrator.

The nursery is also accountable to Ofsted, Guildford diocese and Hampshire County Council. The manager has reviewed the strategic plan with the steering group and set targets for the next year. Hampshire County Council require the provider to annually sign their terms and conditions and audit safeguarding as a

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

condition of receiving government funding. New regulations around safeguarding will come into effect in September 2025. We are already meeting most of these requirements, and Amber is currently undergoing training to fine-tune the remaining details, ensuring that we are fully compliant. The staff meet monthly to review routines, policies, and procedures in line with latest guidance and good practise. Staff are supervised every 6 weeks by their line manager and annually appraised. Amber is supervised by Sarah Oliver, line managed and annually appraised by Reverend Steve. The Finance team and the Fabrics team work with the Senior Leadership team on finance, building maintenance and logistics.

Financial Information

In 2024, we are pleased to report that the nursery school achieved a profit of just under £5,400, which has allowed us to contribute toward our utility costs. This is particularly impressive given the significant increases in minimum wage and the challenge of several children not starting / leaving unexpectedly during the Summer and Autumn term. We continue to streamline processes and identify opportunities for cost savings wherever possible. In addition, we actively raised £1,900 in 2024 through fundraising efforts, which was allocated to purchasing new equipment, ensuring that Little Fishes remains stimulating to current children and appealing to prospective families.

Looking ahead, our 2025 financial forecast is based on current salary levels and fee/funding rates, as Hampshire has yet to announce the updated rates for April 2025. The current forecast predicts a profit of £3,300 for the year, factoring in increased employer National Insurance contributions and a lower threshold for National Insurance payments on workers' earnings. We will revise this forecast once Hampshire confirms the new rates.

Current predicted changes are as follows:

- Government funding rate increase for 2-year-olds: 3.3%*
- Government funding rate increase for 3- and 4-year-olds: 4.1% (national average)
- National Living Wage increase: 6.7% (from £11.44 to £12.21 per hour)
- Little Fishes fee rate: We aim to adjust the fee structure to cover any shortfalls between wage increases and funding while maintaining competitiveness in the market.

From September 2025, the funding allowance for working parents of 2-year-olds increases from 15 to 30 hours per week. Since Little Fishes currently caps the number of 2-year-old places per session, we do not expect this to significantly impact the setting's finances. We will continue to invest in business training, review session occupancy, expand the role of the business administrator, and digitise processes where possible.

February 2025 – snapshot

	Current Hourly Rate	Hourly Rate from April 25	No of Children in February 2025
2-year-olds – fee paying	£7.80	TBC	3
2-year-olds – working parent or extra help funding (15hrs)	£7.81	Prediction 3.3% increase = £8.06 ^{*1}	9 (7 working family) (2 extra help)
3/4-year-olds – universal funding (15hrs) & fee paying	£5.61/£7.50	TBC	21

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

3/4-year-olds – Working parent funding (30hrs)	£5.61	Prediction 4.1% increase =£5.81	3
EYPP funding	£0.68	TBC	2
SEN 1-1 funding	£6.00	TBC	0
Total number of children			36

Amber Delves, Little Fishes Manager

21.PASTORAL CARE

Pastoral Support of the infirm and housebound is a significant part of St James' Compassion for the Community. This Ministry is exercised by a small group of volunteers from the parish and village, co-ordinated by Revd Steve. Many other members of the congregation naturally care for their friends and neighbours without being part of the formal group. The group visits housebound Parishioners who are current or former members of the congregation regularly and attempts to react quickly to all those who become unwell or enter hospital. Those who wish to receive Home Communion are visited by the clergy and lay members of the Group.

This ministry is underpinned by prayer, especially at the Tuesday evening Parish Prayer Meetings and Wednesday zoom gatherings as well as at Sunday Services for those who are content for their names to be made known. The group meets approximately quarterly, chaired by the Vicar. Any concerns are discussed in confidence and practical ideas are shared. Contacts are made with other local Christian groups offering care for the elderly. Strategies are discussed to improve what is offered - a current topic is recruiting a team to offer lifts to Sunday Services for those who require it.

Ben Scott, Pastoral Care Team

22.COFFEE MUG COMMUNITY CAFÉ

The Coffee Mug Community Café, held in the Church Centre, is run by Jan Clark and Karen Fewster with a willing team of volunteers from across the Community on the second Saturday of each month between 10 and 12 noon. There is no charge for the refreshments; all they ask is, that if visitors can, they donate to the month's chosen charity. Over the past year, Coffee Mug has raised over £4500 for charities including Christian Aid, McMillan Cancer, Foodbank, Stop Domestic Abuse, Riding for the Disabled, Crisis, Melanomore, Mary's Meals, Alzheimer's Society, Mustard Seed and St James Church. Every July Coffee Mug also hold a Produce Show which always proves very successful.

Jan Clark, Co-ordinator Coffee Mug Community Café and sub-warden

23.FLOWER TEAM

There are six members of the Flower Team, and we have occasional support from former members. We aim to provide flowers in Church for every Sunday in the Year – except during Advent and Lent. The Team members pay for their own flowers, in the main, and we only ask for expenses to be paid for Festivals or special events.

In September, the Team held a meeting with the Vicar to introduce ourselves and clear up a few questions.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

It was agreed that the Team can have access to the Church at 9am, as there have been several occasions in previous years, when the door was locked. It was also agreed that our Team Calendar/Rota would be prepared 3-6 months in advance. Expenses forms are available when necessary. We are always keen to recruit new Team members.

St James' Day was marked by including shells in our arrangements. Harvest Festival was an opportunity to use many different flowers, fruit or vegetables. Other members of the congregation like to join in with the decorations. Christmas decorations were enhanced by Christmas trees and glass vases containing lights and Bible verses. The Flower Team agree that arranging flowers in church is both a privilege and a joy.

Ann Ogle-Skan, Team Leader for Flower Team

24. RISK MANAGEMENT

The trustees acknowledge their responsibility to identify and review the risks to which the charity is exposed and ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

25. TREASURER'S REPORT

2024 was a unusual year both in terms of finance and Ministry. We were delighted to welcome Steve as our new vicar in April, and later in the year Jade as our new Children & Youth minister. We also welcomed Jacob Green as our paid Administrator mid-way through June. These events, part way through the year inevitably brought about a re-appraisal of the PCC finances and meant that an appeal went out to parishioners in the late autumn to find it in their hearts to increase the level of giving on a regular basis. This brought about a pleasing increase in pledges which helped to keep the anticipated deficit to a more manageable level going forward.

Total Income for all Funds was £283,864, a decrease of £69,510 (18%) compared with 2023, whilst Total Expenditure was £292,453, a decrease of £16,814 (6%). This resulted in a deficit of £8,589 in total for all Funds – compared with a £35,107 surplus in 2023.

It should be borne in mind that in 2023 the excellent results were primarily brought about by approximately £55k of unexpected one-off income into the General Fund. £26k of this was from a very generous donation which was followed by a challenge from the giver for the congregation to match it – a challenge which was more than achieved. Little Fishes preschool once again contributed £11k towards the income of the PCC although it should be noted that no rent or utility costs are levied by the Church.

Mention should also be made of the contribution that the Rowledge Review makes to the PCC revenues. Almost £6k net accrues from sales of advertising and collection of subscriptions annually, which is a tribute the hard work put in by Church members in editing and compilation of articles, selling space, then distribution each month and collection of payments.

Investment performance

The PCC has no funds in equities or bonds. All surplus cash is held in CCLA Church of England short term deposit accounts, which earn a variable interest rate.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

Reserves

The policy of the PCC is to hold sufficient unrestricted liquid funds to ensure that costs for the following six months can be paid, to have a reserve for major church fabric repairs, and a reserve for redecoration of the vicarage.

The level of unrestricted net current assets/liabilities (£128,334) at the end of 2024 was 88% of six month's General Fund 2024 expenditure (£145,644), so this target was missed by some way.

During 2024 total reserves decreased from £272,999 to £264,410. Of this £264,410 the sum of £136,076 reflected in the book value of the house (25 Broad Ha'penny) which primary function is to provide accommodation for the Youth and Children's Minister.

During the the Financial Year (to 31/12/24) the duties of the Treasurer were assumed by a team of volunteers (Finance Team) which now comprises Ken Wickenden, Peter Ivermee and Clive Jourdain. Their task is to strictly control day-to-day expenditure, which in itself safeguards the assets that the PCC has entrusted to us.

Ken Wickenden, Designated Treasurer

26.INDEPENDENT EXAMINERS' REPORT

I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Rowledge ('the charity') for the year ended 31st December 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.

Emphasis of matter

During the examination, it was observed that the Church had made a material investment in new audio and visual equipment. This equipment satisfied the criteria for asset recognition as stipulated in the organization's fixed asset accounting policies and the Charities Statement of Recommended Practice (SORP)

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

guidance concerning new fixed asset acquisitions. However, contrary to the policy, the equipment items were not capitalized during the year but were expensed in the year of purchase, as detailed in note 3 of the accounts, instead of being listed on the balance sheet.

Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date:

27.FINANCIAL REPORT

Income and Expenditure for Year Ended 31st December 2024	21
Balance Sheet	22
1.Accounting Policies	23
Notes to Financial Statements	24
2.Income	25
3.Expenditure	27
4.Staff costs	29
5.Fixed assets	31
6.Debtors	32
7.Liabilities	32
8.Charitable giving	33
9.Little Fishes pre school	34
10.Charitable funds	35
Notes to the Financial Statements	37



The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE						
STATEMENT OF FINANCIAL ACTIVITIES						
INCLUDING INCOME AND EXPENDITURE ACCOUNT						
FOR THE YEAR ENDED 31 DECEMBER 2024						
	Fund type:	Note no.	2024			2023
			Unrestricted	Restricted	Total	Total
			£	£	£	£
INCOME						
Voluntary income		2a	116,308	550	116,858	185,921
Fundraising income		2b	4,331	-	4,331	4,708
Church activities		2c	6,843	-	6,843	12,669
Income from investments		2d	6,245	-	6,245	4,075
Trading Income (Pre-school & magazine)		2e	149,587	-	149,587	137,001
Total Income			283,314	550	283,864	344,374
EXPENDITURE						
Church activities		3a	157,639	1,165	158,804	187,773
Fundraising costs		3b	917	-	917	441
Trading costs		3c	132,732	-	132,732	121,052
Total Expenditure			291,288	1,165	292,453	309,267
NET INCOME/(EXP.) before investment gain			(7,974)	(615)	(8,589)	35,107
NET GAINS ON INVESTMENTS			-	-	-	-
NET INCOME/(EXPENDITURE)			(7,974)	(615)	(8,589)	35,107
NET MOVEMENT IN FUNDS						
		10				
Opening Balance			272,527	472	272,999	237,892
Transfers between fund types			-	-	-	-
Movement			(7,974)	(615)	(8,589)	35,107
Closing Balance			264,553	(143)	264,410	272,999
All values are shown as as the underlying accurate ££.pp value rounded to the nearest £1.						
Totals may therefore appear not to add up exactly because of the rounding.						



The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE						
BALANCE SHEET AT 31 DECEMBER 2024						
			2024			2023
	Fund type:		Unrestricted	Restricted	Total	Total
		Note no.	£	£	£	£
FIXED ASSETS						
Tangible		5	136,076	-	136,076	136,076
CURRENT ASSETS						
Debtors and Prepayments		6	3,190	-	3,190	1,749
Short term deposits			117,492	-	117,492	121,262
Cash at bank and in hand			16,401	-	16,401	21,556
			137,082	-	137,082	144,566
LIABILITIES						
Creditors: amounts falling due <1yr		7a	4,488	-	4,488	3,330
Deferred Income		7b	4,260	-	4,260	4,314
			8,748	-	8,748	7,644
NET CURRENT ASSETS/LIABILITIES			128,334	-	128,334	136,933
TOTAL ASSETS LESS CURR. LIABS			264,410	-	264,410	237,892
Creditors: amounts falling due after one year			-	-	-	-
TOTAL NET ASSETS			264,410	-	264,410	237,892
PARISH FUNDS						
Unrestricted						
Church Fabric Sinking Fund			10,000	-	10,000	10,000
Little Fishes Solvency Fund			56,906	-	56,906	56,906
Vicarage Redecoration Fund			3,000	-	3,000	3,000
R Harvey Organ Fund			24,125	-	24,125	26,414
Vicar's Discretionary Fund (2)			-	-	-	-
House Reserve			136,076	-	136,076	136,076
General Fund			34,303	-	34,303	40,131
Total Unrestricted			264,410	-	264,410	272,527
Restricted						
Various Purposes Restr (prev.Bursary) Fund			-	-	-	-
AV & IT Fund			-	-	-	472
Total Restricted			-	-	-	472
TOTAL RESERVES			264,410	-	264,410	272,999

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE	
NOTES TO THE FINANCIAL STATEMENTS	
FOR THE YEAR ENDED 31 DECEMBER 2024	
Note no.	
1	ACCOUNTING POLICIES
	Basis of preparation
	The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.
	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.
	Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.
	As a consequence, the costs of the Audio-Visual system upgrade, being an upgrade to equipment fixed to a consecrated building, were expensed in the year of purchase rather than capitalised.
	Assessment of Going Concern
	Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.
	Fund Accounting
	Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal. Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Incoming resources from charitable trading activities are recognised when invoices are issued.
- Volunteer time - the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees annual report.
- Investment Income is included in the accounts when receivable

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Preschool deposit income received is deferred until contractually returnable.

Tangible fixed assets

All assets costing more than £2,000 that are not fixed to a consecrated building are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is normally charged on a straight-line basis over the estimated useful life of the asset.

Because capitalisation is under the historic cost convention the book value of fixed assets will not necessarily reflect their market value. Indeed the market value of the house 25 Broad Ha'penny is significantly higher than the book value. For this reason the PCC ceased to charge further depreciation on it at the end of

Pensions

The charity operates a defined contribution pension scheme, using the NEST scheme. Contributions are charged to expenditure as they become payable in accordance with the rules of the scheme.

Taxation

The charity is exempt from tax on its charitable activities.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE						
NOTES TO THE FINANCIAL STATEMENTS						
FOR THE YEAR ENDED 31 DECEMBER 2024						
Note no.		Fund type:	2024			2023
			Unrestricted	Restricted	Total	Total
			£	£	£	£
2	INCOME					
	2a VOLUNTARY GIVING					
	Giving and Gift-Aid					
	Giving		87,916	550	88,466	119,144
	Gift-Aid Tax Recovered		21,275	-	21,275	27,771
			109,191	550	109,741	146,915
	Donations and Grants		7,117	-	7,117	29,006
	Legacies		-	-	-	10,000
			7,117	-	7,117	39,006
			116,308	550	116,858	185,921
	2b ACTIVITIES FOR GENERATING FUNDS					
						(excludes any gift aid collected)
	Rowledge Village Fayre		1,631	-	1,631	867
	Coffee Mug (excl. GA)		2,653	-	2,653	3,155
	Easyfundraising and Amazon Smile		47	-	47	51
	Lunches and other social events		-	-	-	605
	Other Fundraising		-	-	-	30
			4,331	-	4,331	4,708
	2c CHURCH ACTIVITIES					
	Fees for Weddings and Funerals		6,812	-	6,812	8,376
	Youth Activity fees		-	-	-	2,920
	Miscellaneous Income		31	-	31	1,373
			6,843	-	6,843	7,813

Report. Year ended 31st December 2024

2d INCOME FROM INVESTMENTS

Interest			6,245	-	6,245	4,075
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2e TRADING INCOME

Little Fishes Income		9				
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Fees & Deposits			136,714	-	136,714	122,917
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Fundraising			1,577	-	1,577	2,293
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Outings			605	-	605	577
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Other			659	-	659	955
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139,555	-	139,555	128,016
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Magazine Income						
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Subscriptions			3,607	-	3,607	3,875
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Advertisements			6,425	-	6,425	5,110
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10,032	-	10,032	8,985
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149,587	-	149,587	137,001
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TOTAL INCOME			283,314	550	283,864		344,374
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All income in the Unrestricted column above was within the General Fund.

'Donations' refers just to donations from organisations; any from individuals are classed as Giving.

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE						
NOTES TO THE FINANCIAL STATEMENTS						
FOR THE YEAR ENDED 31 DECEMBER 2024						
Note no.	Fund type:	2024			2023	
		Unrestricted	Restricted	Total	Total	
		£	£	£	£	
3	EXPENDITURE					
	3a CHURCH ACTIVITIES					
	General Expenditure					
	Music	107	-	107		15
	Gas Electricity and Water	7,473	-	7,473		10,091
	Broadband and Telephone	1,440	-	1,440		1,344
	IT	3,050	-	3,050		2,158
	Insurance	1,180	-	1,180		1,355
	Bank charges	307	-	307		447
	Printing, Stationery, Office Equipment *	5,394	-	5,394		1,458
	Churchyard and Drive	7,010	-	7,010		7,124
	Church Repairs and Maintenance	3,463	-	3,463		7,846
	Service costs	1,564	-	1,564		1,169
	Independent Examiner fees	1,108	-	1,108		840
	Organ Repairs	2,290	-	2,290		-
	Audio-Visual System Spend	-	1,165	1,165		22,987
		34,386	1,165	35,551		56,834
	Parochial Expenses					
	Administration	1,962	-	1,962		979
	Vicar's Costs	281	-	281		1,806
	Vicar Vacancy Costs	5,655	-	5,655		3,250
	Mission, Ministry Costs	207	-	207		1,777
	Vicarage Costs	914	-	914		1,214
	Vicar's Discretionary Fund Spend	-	-	-		688
	Administration: Staff Costs	6,494	-	6,494		-
		15,513	-	15,513		9,714
	Youth Costs	9,638	-	9,638		27,286

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

Youth Costs			9,638	-	9,638	27,286
House Costs (25BH)			5,122	-	5,122	5,092
Guildford Diocesan Parish Share Fee			88,460	-	88,460	84,903
Missions and Charities	8		4,522	-	4,522	3,943
TOTAL CHURCH ACTIVITIES			157,639	1,165	158,804	187,773
3b FUND RAISING COSTS						
Rowledge Village Fayre costs			917	-	917	441
			917	-	917	441
3c TRADING COSTS						
Little Fishes	9		128,476	-	128,476	113,812
Magazine Production Costs			4,256	-	4,256	7,240
			132,732	-	132,732	121,052
TOTAL COSTS			291,288	1,165	292,453	309,267
* Includes the Purchase of Toshiba Printer for the Office £4,794.00						
All other spend in the Unrestricted column was from the General Fund.						



The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE			
NOTES TO THE FINANCIAL STATEMENTS			
FOR THE YEAR ENDED 31 DECEMBER 2024			
Note no.			
4		2024	2023
4a STAFF COSTS		£	£
During the year the PCC employed a Youth and Children's Minister (from Sept 2024) and an Office Administrator (from Mid-June 2024)			
It also employed staff to run the Little Fishes pre-school.			
Church Staff			
Wages & salaries	14,099		16,737
Social Security	40		309
Pension: employer cost	62		363
Total Church staff	14,201		17,460
Little Fishes Preschool Staff			
Wages & salaries	113,110		100,032
Social Security	378		538
Pension: employer cost	1,710		1,243
Total LF staff	115,197		101,813
Total staff costs	129,398		119,273
Headcount			
Church	2 (from Sept)		2 (to Sept)
LF Preschool	13		13
Total	15		15
No employee received employee benefits of more than £60,000 during the year.			

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

4b PAYMENTS TO PCC MEMBERS						
Key Management Personnel						
The charity considers its key management personnel to be the Vicar.						
Diocese meets the stipend and other employment costs of the Vicar and provides his housing.						
From the commencement of the Vicar's incumbency he incurred £281 of expenditure in 2024.						
This was for routine expenditure on goods and services for church activities and operations.						
Trustee Remuneration and Expenses						
The trustees did not receive any remuneration for their service as trustees.						
During 2024 trustees incurred out of pocket expenses which were reimbursed by the PCC as they were incurred for the day-to-day running of the charity's activities.						
The types of expenditure included payments that can only be made by credit card such as software subscriptions and PCC donations to some charities; youth group activity costs, repair materials and other charitable activity expenditure. None was for personal benefit.						
There were no related party transactions in the reporting period.						

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

5	FIXED ASSETS		
	Land and Buildings	2024	2023
		£	£
	Actual Cost		
	Starting Balance	188,810	188,810
	Disposal	-	-
	Additions at Cost	-	-
	Closing Balance	188,810	188,810
	Depreciation		
	Starting Balance	52,734	52,734
	Withdrawn on Disposal	-	-
	Charge for the Year	-	-
	Closing Balance	52,734	52,734
	Closing Written Down Value	136,076	136,076
	<p><i>The Land and Buildings comprises the freehold house at 25 Broad Ha'penny, Farnham GU10 4TF</i></p> <p><i>The PCC decided in 2021 not to charge depreciation after 31/12/20 because the written down value is well below the current market value.</i></p>		

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE							
NOTES TO THE FINANCIAL STATEMENTS							
FOR THE YEAR ENDED 31 DECEMBER 2024							
				2024		2023	
Note no.				£	£	£	£
6	DEBTORS						
	Prepayments and accrued income						
	Advertising Income			51		-	
	Prepayments, or refunds due from suppliers			449		-	
	HMRC (Gift Aid claims)			1,294		294	
	CCLA Interest for Q4 2024			1,395		1,455	
					3,190		1,749
7	LIABILITIES						
	7a Amounts falling due in one year						
	Creditors - accounts payable				4,488		3,761
	7b Deferred Income						
	Deferred Advertising Income			-		3,800	
	Deferred Little Fishes Deposits			3,800		Err:520	
	LF Deferred Fundraising Income			460		-	
	2023 Wedd/Funeral Fee shares to pay out			-		460	
					4,260		4,260
					8,748		8,021

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

8	CHARITABLE GIVING						
	Christian Aid			235		311	
	Foodbank			422		422	
	MIND			282		282	
	DEC Turkey/Syria earthquake appeal			-		636	
	Grassroots			-		235	
	Parkinsons Disease Society			-		267	
	Hants, Surrey Air Ambulance			-		365	
	The Fountain Centre			-		217	
	Royal British Legion			55		600	
	Great Ormond Street Hospital Charity			-		55	
	Prostate Cancer			267		-	
	Phyllis Tuckwell Hospice			683		-	
	Alzheimer's Society			43		-	
	Peaceful Heart Foundation			203		-	
	MacMillan Cancer Support			311		-	
	Southern Domestic Abuse			365		-	
	Riding for the Disabled			217		-	
	Needy Families in Rowledge			600		-	
	FATN Talking News			158		-	
	Crisis			403		-	
	Bishop of Guildford's Community Fund			279		-	
				4,522		3,390	
	<i>All figures above were within the General Fund. No other Funds had amounts in these categories.</i>						

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE							
NOTES TO THE FINANCIAL STATEMENTS							
FOR THE YEAR ENDED 31 DECEMBER 2024							
<i>Note no.</i>							
9 LITTLE FISHES PRE-SCHOOL							
				2024		2023	
INCOME				£	£	£	£
Fees & Deposits				136,714		122,917	
Outings income				605		577	
Fundraising income, donations				1,863		2,292	
Payments for photos, cards etc				79		1,826	
Miscellaneous income				293		403	
Total Income					139,554		128,016
EXPENDITURE							
Staff Costs & Expenses				115,197		103,285	
Rent				-		-	
Insurance *				1,449		942	
Stationery & Materials				2,509		1,527	
Food				476		543	
Equipment				3,463		912	
Subscriptions, Memberships				2,087		612	
Training				1,143		729	
Outings				664		604	
Cost of school photos, cards for sale				650		1,564	
Miscellaneous costs				837		3,095	
Total Expenditure					128,476		113,812
Net Income/Expenditure					11,078		14,205
<i>These financial statements do not include any crosscharge to Little Fishes for rent and utilities costs.</i>							
<i>* Insurance costs are 41% of Overall Buildings & Contents Insurance plus Public Indemnity Insurance covered separately (and pro-rated for 7 months).</i>							

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE					
NOTES TO THE FINANCIAL STATEMENTS					
FOR THE YEAR ENDED 31 DECEMBER 2024					
Note no.					
10	CHARITABLE FUNDS				
Fund Movement Summary 2024					
Fund Name	Opening Balance 1/1/24	Income	Expenditure	Fund Transfers	Closing Balance 31/12/24
Unrestricted					
Church Fabric Sinking Fund	10,000	0	0	0	10,000
Little Fishes Solvency Fund	56,906	0	0	0.00	56,906
Vicarage Redecoration Fund	3,000	0	0	0.00	3,000
R Harvey Organ Fund	26,414	0	2,290	0.00	24,125
Vicar's Discretionary Fund	0	0	0	0	0
House Reserve Fund	136,076	0	0	0	136,076
General Fund	40,131	283,864	289,000	-693	34,303
Total Unrestricted	272,527	283,864	291,289	-693	264,410
Restricted					
Various Purposes Restr.Fund (prev. Bursar)	0	0	0	0	0
AV and IT Fund (Restricted)	472	0	1,165	693	0
Total Restricted	472	0	1,165	693	0
Total Funds	272,999	283,864	292,454	0	264,410



The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

Fund Movement Summary - Prior Year (2023)					
Fund Name	Opening Balance 1/1/23	Income	Expenditure	Fund Transfers	Closing Balance 31/12/23
Unrestricted					
Church Fabric Sinking Fund	10,000	0	0	0	10,000
Little Fishes Solvency Fund	49,827	0	0	7,079	56,906
Vicarage Redecoration Fund	3,000	0	0	0	3,000
R Harvey Organ Fund	25,197	0	0	1,217	26,414
Vicar's Discretionary Fund	688	0	688	0	0
House Reserve Fund	136,076	0	0	0	136,076
General Fund	10,144	323,874	285,692	-8,296	40,131
Total Unrestricted	234,933	323,874	286,279	0	272,527
Restricted					
Bursary Fund-renamed Various Purposes Fund	0	0	0	0	0
AV and IT Fund (Restricted)	2,959	20,500	22,987	0	472
Total Restricted	2,959	20,500	22,987	0	472
Total Funds	237,892	344,374	309,266	0	272,999

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024									
Fund Transfers 2024									
At the end of 2024 the PCC decided to:									
- Transfer £7,547.88 from the General to the Little Fishes Solvency Fund, to top up the latter's balance to 50% of total Little Expenditure in 2024. (under review)									
It was also decided to transfer £693.02 from the General Fund to the AV & IT Fund to close out the small overspend as the project has been completed.									
Fund Descriptions									
Unrestricted Funds									
The Church Fabric Sinking Fund.									
This fund is in theory to enable any major work to be carried out when needed, in conjunction with associated fundraising.									
The Little Fishes Solvency Fund									
This is to ensure PCC funds are available to sustain operation of the pre-school and is normally set to a value equivalent to six months' of LF expenditure.									
The Vicarage Redecoration Fund									
This is to help cover costs for redecorating the vicarage as and when they arise.									
The Russell Harvey Organ Fund									
This fund derives from a legacy left by the late organist. While the funds are not restricted, the PCC has so far only used it for costs that are related to the organ, which in 2024 amounted to £2,289.60									
The House Reserve									
This represents the accounting value of the house in Broad Ha'penny - £136,076 at end-2023. The market value is likely to be significantly higher.									
The Vicar's Discretionary Fund									
This was set up to provide funds for the Vicar to use at his discretion if a compelling charitable need arises. Nothing was spent in 2024.									
The General Fund									
This is in principle the retained surplus fund for running the church operations on a day-to-day basis.									
Restricted Funds									
AV & IT Fund									
This was set up to accommodate installation of a new AV & IT system in Church.									

The Parochial Church Council of the Ecclesiastical Parish of Rowledge, known as St James' Church, Rowledge. Trustees Annual Report. Year ended 31st December 2024

PAROCHIAL CHURCH COUNCIL OF ST JAMES' ROWLEDGE									
NOTES TO THE FINANCIAL STATEMENTS									
FOR THE YEAR ENDED 31 DECEMBER 2024									
Restricted Funds									
The Various Purposes Restricted Fund (renamed from what was The Bursary Fund)									
<p>The old Bursary Fund had been set up with donations to help fund people attend the 2022 Lee Abbey weekend. It had a zero balance at 31/12/22 and was repurposed/renamed in 2023 to use for a variety of purposes where a restricted fund was needed to meet often short-lived needs, with few transactions. This avoided cluttering up the balance sheet with multiple short-lived separate restricted funds. Categories are set up within the fund for each separate purpose so that income and expenditure within each year can be seen to help ensure expenditure is for the restricted purpose.</p>									
<p>A special group of categories is defined within the fund for 'Conduit Giving', where the PCC is paid with explicit instruction to pay on as soon as practicable to a named person or category of people. For example, where the donor asks to pay via the PCC bank accounts only to anonymise a financial assistance gift to a needy person. The PCC also use this for leaving gifts.</p> <p>Conduit Giving funds can never be regarded as a PCC asset, so if any balance remained at year-end (not the case in 2023), it would be moved to Creditors on the balance sheet. And the payments out are posted as a 'repayment of income' in the PCC's ExpensePlus accounting system, so appear as negative income rather than expenditure. For these reasons the Conduit Giving component of this Fund will never have any effect on the full year Income and Expenditure totals.</p> <p><i>(This would be handled differently if a more traditional accounting system were used.)</i></p>									
The Audio-Visual & IT Fund									
<p>This fund was set up in 2021 to hold donations and a grant towards a new AV system for the church. A further generous donation in 2022 allowed Phase 1 of the project (4 display screens in the church) to be completed, leaving a balance of £2,959 at the end of 2022.</p> <p>Another very generous donation, this time from The Marshall Charity in 2023, enabled Phase 2 (new audio system and streaming) to be completed. The Fund balance at 31/12/23 was £472, which is just sufficient to meet the final retention payment in 2024.</p> <p>The cost of this AV system has been expensed to this restricted Fund's Expenditure account in rather than being capitalised because the system is fixed to a consecrated building which does not appear in the financial statements, in line with the Charities Act 2011.</p>									
Income and Expenditure transactions were posted to only 3 funds during 2024:									
General Fund									
Organ Fund									
AV & IT Fund									
Any movement in other Funds was only by inter-fund transfers									

THE END