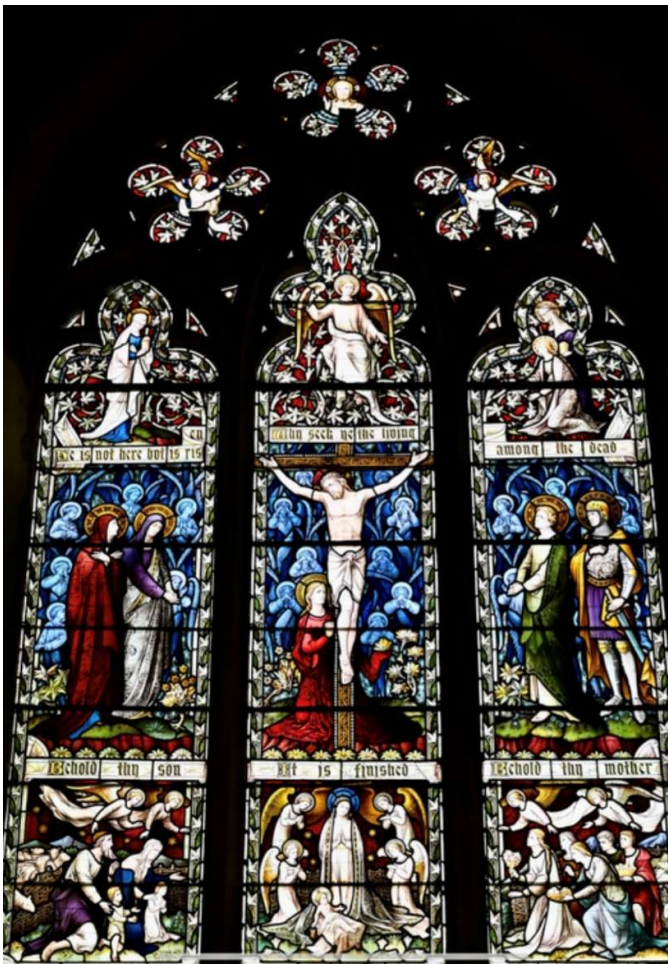


# St Mary and All Saints' Church, Dunsfold

## Annual Report & Financial Statements

For the Year Ending 31<sup>st</sup> December 2025



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## Rector's Statement

*I firstly want to advise you that this statement will apply to both Churches in our Benefice of Dunsfold and Hascombe. When I was installed as your Rector last February, Bishop Paul's advice to us all when reflecting on my chosen reading, the parable of The Good Samaritan, was to 'Go and do likewise'. In reflecting on my first year in post, I feel there is much that can be celebrated whilst leaving us with sufficient challenges to meet with courage and commitment as we journey on - transforming Church, transforming Lives.*

*I hope that both our Churches and their communities are seen as places of warmth and welcome (regardless of the idiosyncrasies of our heating systems!) and Jacquie and I have certainly felt that since our arrival. I came to you wanting, above all, to be a Christian witness as the collar in the community and am encouraged by those of you who join me in that mission. Our welcome needs to extend beyond the Church walls, our joint work in the other places where people meet is to be celebrated.*

*It is completely understandable that we may have a particular affection and commitment for and to our own village Church/community which may even extend to a little friendly rivalry. I remember Jacquie saying that she was somewhat relieved when we couldn't attend the skittles match as we both would need to remain as Switzerland even though we reside in Dunsfold! Financially, of course, both parishes remain independent and so fundraising needs to be done individually but I have been pleased to find that whoever is organising/benefitting from an event, support is given across the parish boundaries.*

*In Church services I have been very pleased to see how congregations seem to manage and support shared Parish Communion (Eucharist) services alternating between St Mary and All Saints' in Dunsfold and St Peter's in Hascombe. Believe me, that is no small victory. I remember how challenging it was in Cornwall to get people to travel even a small distance to attend a service in a neighbouring village. It is gratifying to find this level of co-operation and, where service times clash, we need to see this not as competition but as choice. We really are blessed in being able to offer BCP said Communion and sung Evensong, Common Worship Eucharist, Café Church, Something Different (both preceded by fabulous breakfasts), Funday@4, prayer group and monthly midweek Our Lady of Walsingham services - something for everyone.*

*Our special seasonal services, inside and outside of the Church buildings have also been well supported and attended. The Pond Service - Songs of Praise at Hascombe and The Pet Service in Dunsfold were both lovely examples of the joy of celebrating outside with all God's creatures in our beautiful locations and the scratch Nativity at Dunsfold has the particular joy of being a little too crowded for safety and comfort so may well result in two sittings next time. It has also been wonderful to witness the growth in our public witness and commitment to Christian learning in our Advent and Lent courses at The Sun Inn in Dunsfold and attended by members of both Churches and parishioners who may not normally attend church on a regular basis but who have felt welcomed to join in fellowship and exploration (and pizza!) without judgement.*

*For myself, I have been keen to share all the good things happening in both our villages at a Deanery and Diocesan level. We may be relatively small and very rural, but we can inspire others as well as learning from them. I have been blessed to be involved with Cranleigh Deanery Chapter, on the rota as a priest leading Stations of the Cross at Wintershall where Jacquie performs with them on the Estate and at Trafalgar Square and once a month I serve as day chaplain at Guildford Cathedral - welcoming and supporting visitors whilst continuing to fly the flag for Dunsfold and Hascombe. I have also been involved supporting village events at the Winn Hall in Dunsfold and Village Hall in Hascombe and sit on the committees for both these. These events are the perfect opportunity to mix with people outside of church as is the monthly pop-up stall outside the village shop in Dunsfold and my monthly 'Drop Inn' at The White Horse in Hascombe.*

*As parishes one of our major opportunities to connect with people outside of weekly services is in the occasional offices of baptisms, marriages and funerals. 2025 has been a healthy year for these (Dunsfold 11 weddings and*



*Fr. Shane with the late Rt Revd Andrew Watson, Bishop of Guildford, at Café Church March 2025*

*10 baptisms; Hascombe 3 weddings and 2 baptisms). The Churches benefit from weddings and funerals financially but above all these are the opportunity to witness that warmth and welcome to people who may otherwise not attend our, or indeed any, church. It is encouraging that in these days of being able to get married in a host of places that look lovely in the photographs, so many are still choosing to marry in our Churches. Similarly, our villages still retain a sense of home to people even if they move away and so they are choosing to return here for christenings and funerals/memorials as well as being a choice for many local families.*

*We also support parishioners unable to attend worship in person by continuing to stream services on Zoom (one thing to be grateful for the Covid-19 period for) and by the work, often unseen, of the pastoral visitors who assist me in contact and visits.*

*There are so many people to give thanks for in the running of our parishes (especially as I am only part-time) that to name you all would risk being the embarrassing Oscars speech where someone gets missed out but rest assured that all that you do is so greatly appreciated. I literally couldn't do it all without you. My prayer for the coming year is that we can continue to build on what is good here, commit to addressing the needs that we may feel we do not as yet meet and have the courage to offer the God-given gifts we have to serve all His people in the villages of Dunsfold and Hascombe and through them, wherever there is need, as we seek to follow the Good Samaritan and 'Go and do likewise'.*

*Fr. Shane Griffiths*

*Rector of Dunsfold & Hascombe*

# Annual Report on the proceedings of the PCC and activities of the parish generally

## Introduction

The Parochial Church Council (PCC) of St Mary and All Saints' Church, Dunsfold is pleased to present its annual report on the proceedings of the PCC and of the parish generally, with accompanying financial statements (**Appendix 1**), for the year ended 31<sup>st</sup> December 2025 (together, the **Annual Report**).

The Annual Report including the Financial Statements have been prepared in accordance with the Charities Commission Statement of Recommended Practice (SORP) (FRS 102), effective 1<sup>st</sup> January 2019. **Appendix 2** contains certain other reports required by the Church Representation Rules, but which do not technically form part of the Annual Report.

The PCC has complied with the requirements imposed by the code under section 5A of the Safeguarding and Clergy Discipline Measure 2016. More detail about safeguarding is provided in the **Safeguarding Report** below.

This year has been an active one for St Mary and All Saints' Church, as this Annual Report attests.

There has been much talk in the national press of a revival of interest in faith generally, and particularly Christianity, with growth in bible sales and church attendance reported. In our rural corner of Guildford Diocese, we too have seen some green shoots of growth – particularly in our more informal worship services and in our flourishing “pub ministry”. More details are provided in this Annual Report.

We are grateful to all who served on the PCC and held office during the course of the 2025 financial year, which saw some longstanding members retire.

We encourage you to join us at our Annual Parochial Church Meeting (and Annual Meeting of Parishioners) **on 10<sup>th</sup> May 2026, 11:30am at the Winn Hall**. This is your opportunity to meet your Church leaders, ask questions and share your views on what the Church should be doing more (or less) of in the coming year.

# Safeguarding Report

## *Introduction*

In the parish of St Mary and All Saints', Dunsfold, safeguarding is taken very seriously and every concern or enquiry is listened to and assessed, even if the enquiry is not actually related to a safeguarding issue per se. The discussions and consciousness raising as to what safeguarding looks like is part of the process, as safeguarding is everyone's business whether they have a role in Church or not.

Thankfully, those who seek to abuse children and vulnerable adults are in the minority, however - they do exist in numbers, and they seek out churches and other organisations where safeguarding practice is weak.

With this in mind Father Shane and the St Mary and All Saints' Dunsfold PCC are determined to demonstrate how seriously safeguarding is taken by ensuring that awareness and systems are robust and regularly reviewed.

## *Parish Safeguarding Officer*

Jane St Aubyn took on the role as Parish Safeguarding Officer (PSO) at the last APCM (May 2025). A former Senior teacher with 25 years' experience in safeguarding children and vulnerable adults, Jane - supported by Father Shane and the PCC - has been actively reviewing parish practices, handling disclosures, and updating the PCC.

She has undertaken advanced training in safeguarding leadership and the processing of DBS requirements and applications. She is establishing firm links with other parishes and the Diocesan Safeguarding Team - shared information and systems are vital in the work of keeping all vulnerable parishioners safe.

Jane's contact information and routes to other sources of safeguarding information and support are displayed in St Mary and All Saints' Church in Dunsfold and on the Church's website.

## *DBS Clearance*

All members of the PCC now have - at least - the basic DBS clearance. (A DBS certificate is an official document issued by the Disclosure and Barring Service detailing an individual's criminal record, including convictions, cautions, and sometimes barred list information.)

All volunteers who work with vulnerable adults and children have the appropriate current DBS, or are in the process of updating that clearance.

## *Training*

The Church of England offers 'Basic awareness' training for everyone within church communities who need to have a basic awareness of safeguarding issues. For those who hold positions of responsibility for the safeguarding of others within a church setting the 'Foundation Training' is also online.

Further training is also made available by Guildford Diocese for those in positions of safeguarding leadership. This includes all Clergy, Lay Readers, Pastoral Assistants and PSOs (Parish Safeguarding Officers).

Training has to be updated every 3 years. All team members are expected to undertake safeguarding training when required.

## *Systems*

Dunsfold parish is using the online "Parish Dashboard" hub/system to manage all training, DBS and other safeguarding matters. This is regularly reviewed and updated by the PSO and the PCC. There have been outstanding matters relating to the introduction of more robust systems of safer recruitment and the management of volunteers and a review and implementation process is underway at present.

There have been some technical problems relating to the dashboard and the application for DBS certificates. These are minor and do not affect the practical application of good safeguarding practice day to day.

### *Church Activities*

All Church activities are being reviewed and assessed in terms of health and safety risk as well as safeguarding. Appropriate training, oversight and support for volunteers has been reviewed and new procedures are being introduced.

### *Compliance with Church of England Policy and Guidelines*

As well as the policies and guidance, section the Safeguarding and Clergy Discipline Measure 2016 requires the House of Bishops to issue a code of practice for relevant persons on safeguarding children and vulnerable adults. The Measure also imposes a legal duty on the clergy, readers and lay workers, churchwardens and parochial church councils to “comply with a requirement imposed on that person by the code”.

The St Mary and All Saints’, Dunsfold PCC has complied with the requirements imposed by the code under section 5A of the Safeguarding and Clergy Discipline Measure 2016.

## Aims and Purposes

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

Under the PCC (Powers) Measure 1956, the PCC is to cooperate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has due regard to the Charities Commission public benefit guidance, where relevant.

The PCC also has responsibility for the maintenance of the Church building and Churchyard of St Mary and All Saints' Church, Church Green, Dunsfold.

## Objectives and Activities

The main objectives and activities undertaken by the PCC during 2025 in furtherance of its purposes for the public benefit were:

- Offering a variety of public worship services: including Eucharist (Communion) in Church, Café Church at the Winn Hall, Funday@4, Pet Service, Crib Service, Our Lady of Walsingham, Time to Remember (All Souls')
- Providing pastoral care: in person visiting, telephone contact, home Communion, welcome visits to new arrivals
- Providing "pub-ministry" courses, including programmes for Lent and Advent
- Community outreach: Pop-up stall, fete, Harvest Supper, Lent Lunches, Christian Aid coffee morning

The PCC has progressed maintenance work to the fabric of the Church building (see Annual Fabric Report in **Appendix 2**). It has also spent a substantial amount of time organising its operations following the appointment of Father Shane Griffiths as Rector (of the Benefice of Dunsfold and Hascombe) in February 2025, and after changes to PCC membership and other retirements at the APCM in May 2025.



*Church tidy workparty – November 2025*

The costs to the PCC of all activities undertaken are shown in the accompanying accounts.

The PCC does not, as yet, have a formal policy for making grants or donations. Consistent with the previous year, it donated £200 to the Royal British Legion. Separately, the Church held fundraising collections specifically for other charities (Children's Society, Christian Aid, Bishop of Guildford's Community Fund), as well as arranging harvest donations to the Godalming Minster Foodbank (St Mark's).

Volunteers provide a significant and valued contribution to both the activities of the PCC and in fundraising. Volunteers are involved in every aspect of the Church, including:

- Officeholders and administration (Churchwardens, Treasurer, Parish Safeguarding Officer, Electoral Roll Officer, Secretary)
- Providing pastoral care and visiting
- Assisting in worship services – through readings, intercessions, communion assistants, sidesmen, bellringing, after-service refreshments
- Keeping the Church open, regular cleaning, creating floral displays and maintaining the Church for public access
- Lay-leadership and organisation of worship services and courses
- Fundraising events and activities, including the pop-up stall and annual Harvest Supper

- Church communications and administration

The PCC is very grateful to all who have served in any way during 2025 and would love to hear from anyone interested in serving in the future.

### Church Values

Early in 2025, PCC members met to discuss and devise a statement of values to act as a formal blueprint for conduct within the PCC. The PCC unanimously adopted the following core Church values:

#### **GOD-LED**

We consider what Jesus would do in a situation; we approach situations in a prayerful and humble manner

#### **WELCOMING**

We support all people to have a positive experience in Church

#### **CARING**

We have an attitude of love to others; we value and encourage talent on the Parochial Church Council (PCC) and in the wider Church community

#### **RESPECTFUL OF ALL**

We listen without prejudice; we are respectful of different views and of our heritage

#### **INTEGRITY**

We are transparent, honest and courageous; we speak-up in a respectful and caring way

#### **ACCOUNTABILITY**

We are responsible for our actions; we are reliable and responsive; we admit our mistakes

#### **SPIRIT OF SERVICE**

We put others before ourselves; we encourage and lead positively; we support each other in working as a team

#### **OPENNESS**

We are open to new ideas; we are willing to listen and to consider alternatives

With no candidates stepping forward to fill the two vacancies of Churchwardens at the last APCM (1<sup>st</sup> May 2025), and other key individuals retiring from service around that time, the PCC put in place teams to cover certain duties and responsibilities (and additional volunteers are always welcome) – including Church opening, communications, cleaning, and maintenance. PCC members engaged with commitment and enthusiasm to cover the additional responsibilities. There were some teething problems but, overall, much progress has been made. The issue of living without wardens is not unique to St Mary and All Saints' Church, Dunsfold: a survey undertaken by the Church Times in 2024 revealed that about 100 parishes had no recorded Churchwardens.

In November 2025, PCC member Julie (Jules) Smith was elected by the PCC to succeed Brenda Jenner as Treasurer, to take office following completion of a handover. Jules took office after the end of the reporting period, on 1<sup>st</sup> April 2026.

During 2025, the PCC also put in place a Standing Committee (constituted under the Church Representation Rules, to facilitate decision making between bi-monthly PCC meetings) and a Worship Committee (to discuss and agree the worship programme and related matters). An ad hoc committee/working group was also formed to progress items arising from the Quinquennial Report (conducted in 2024), and to complete outstanding repairs to the stained-glass (east) window.

# Achievements and Performance

## *Mission and Growth*

All are welcome to attend our worship services in the parish. Work that commenced in the interregnum relating to Church mission in Dunsfold and the growth of both the Church in our community and service attendances has continued.



*Christmas Eve Crib Service*

The statistics below reveal a comparison in attendances at services over the past two years and the steady growth that has been maintained.

Service / details	2025	2024
10am Dunsfold Eucharist <sup>1</sup>	Average 32	Average 27
Café Church	Average 32	Average 21
Funday@4	Average 21	Average 21
Easter Sunday	77	39
Pet Service	63	51
Remembrance Day 10am	42	30
Time to Remember (All Souls') 4pm	41	27
Carol Service	66	61
Crib Service – Christmas Eve 4pm	244	234
Christmas Eve Midnight Eucharist	33	[No Service]
Christmas Day 10am Eucharist	58	52
Online attendance (via Zoom) <sup>2</sup>	4	[Not recorded]
No. of Baptisms	10	1
No. of Weddings	11	0
No. on the Electoral Roll <sup>3</sup>	74	73

It is a longstanding PCC policy that, wherever possible, Baptisms take place during the main 10am Sunday Eucharist service.<sup>4</sup>



*Remembrance Sunday*



*Café Church*



*Harvest Festival donations*

Worship services in the parish during 2025 were also enhanced by Church bellringing from the growing band of bellringers who serve both Dunsfold and Hascombe. The search for a regular organist for Dunsfold services also

<sup>1</sup> Attendance calculated as an average (mean) across all Dunsfold 10am Eucharist services, **including** feast/festival services (except for those services listed separately in the table), but excluding those containing a Baptism.

<sup>2</sup> Remote access via Zoom to our regular 10am service. Figure is the average attendance across all Dunsfold 10am services throughout the year.

<sup>3</sup> Figures reported as at the relevant APCM date: 10/5/2026 and 1/5/2025, respectively.

<sup>4</sup> Baptisms held within a 10am service have a material impact on attendance. Including those with Baptisms, the average attendances across 10am Sunday services were - 2025: 34, 2024: 29, 2023: 38. Please note that this calculation is different to the figure required on the Parish Return submitted to the Diocese of Guildford.

continued during 2025, but a small guitar ensemble became a regular fixture at Café Church. New joiners are always welcome.

### Pastoral Care

In 2025, we had one Dunsfold Pastoral Assistant to Father Shane (Pam Walker). However, Jane Wright came forward during 2025 and will undertake her training during 2026. Jane has been accompanying Pam on visits and, once her training is complete and she has been commissioned by Father Shane, will be able to visit in and around the parish on her own. This will be a tremendous help and will mean that the pastoral team can reach more people, both Church members and those living in Dunsfold who are in need of company. Key pastoral highlights for 2025 include:

- 17 people received regular pastoral visits at home, care home or hospital, and another eight people received occasional visits. It is hoped that visiting frequency can be increased with the addition of Jane to the team.
- Seven people received Holy Communion regularly at home or in their care home, administered by Father Shane and Pam. It is Pam's privilege to administer the sacraments which have been consecrated by Father Shane.
- The pastoral team hand delivered ten copies of Pews News weekly to people who are unable to access the online version, providing vital contact with the Church.
- Newcomers to Dunsfold are also visited and are provided with a welcome brochure and a parish magazine to introduce the Church.
- 25 people in the parish received Mothering Sunday plant gifts prepared by the pastoral team.
- Advent 'doorstep carol singing' to the housebound and ill in the parish was introduced, which was extremely well-received.

### Pub Ministry

Following on from the success of Christianity Explored (18 attendees) in 2024, lay-led Church pub ministry events during 2025 followed a similar blueprint and attendances have grown inexorably. A total of 33 people (from Dunsfold and Hascombe) were registered for the Advent 2025 course. The pub ministry has succeeded in attracting people to meetings who didn't previously attend Church. Several have subsequently become regular members of the congregation and Church volunteers. Eight laypersons helped to lead the pub ministry sessions in 2025.



*Advent Course 2025 at The Sun Inn*

### Community Outreach

The PCC has worked consistently to improve our media outreach in the parish. Independent statistics supplied by the Church of England's 'A Church Near You' team show that the number of pages viewed on the Dunsfold Church official website over seven days in March 2025 was 5,698. The total of pages read over the previous 365 days was 475,243. The power of prayer is emphasised, with a section on the website dedicated to prayer and those who may need help in starting to pray. Every day throughout the year a new prayer is posted.

In 2025 the PCC undertook a GDPR compliance review which saw revisions to the parish mailing list and the use of Zoom for remote access to Dunsfold Church services. The Pews News mailing list currently stands at 65 plus ten people who receive paper versions as they cannot access the news sheet online. While the number of ill and housebound people joining online may number just four, this represents over 10% of our average congregation size. Their presence forms a vital part of the Church's Christian inclusion and outreach.

The Dunsfold Church Facebook page was created in 2025 and has proven worthwhile in enabling greater digital communication and engagement with the wider parish, particularly around major festivals and events. It also allows us to easily disseminate relevant content from the Diocese, national Church of England and other sources.

Subscriptions of the hard copy Parish Magazine dropped during 2025, but costs were covered through subscription monies and advertising income. Hard copy print materials remain important for those in the parish who are not regularly online.

### Pop-up Stall (including Fete Toy Stall) and Harvest Supper

The object of the Pop-up stall is two-fold: to generate funds for the Church but also, very importantly, to be an outreach to talk to people in the village and remind them that the Church is here. The stall provides information about upcoming Church services and events, visitors are also welcome to bring prayer requests to the team. It is a visible Church presence in the centre of the community.



*Harvest Supper 2025*



*Pop-up stall – Christmas crafting*

This year saw the Pop-up move away from bric-a-bric (in line with changing tastes and demographic), and relying more on homemade produce, crafts and plants. Whilst this new focus is popular with customers, it is more labour intensive – relying on volunteer time and money so that there is no cost or expense incurred by the Church.

The Pop-up team would like to thank all the volunteers who so generously help by making cakes, contributing all sorts of things (including fruit for jam) and helping with various tasks along the way.

The Toy Stall (with Funday@4) at the 2025 village fete was a highlight and clearly met a real need amongst local families. Toy donations from the community were supplemented by the kind donation of toys previously used by Puddleducks toddler group before it closed.

The stall has been financially successful during 2025. There was a Pop-up most months, and it raised over £2,000.

The Harvest Supper was not only fundraising success but was also a superb outreach opportunity, with over 70 attendees from within the parish and wider community. It provided a net income of approximately £1,200.



*Harvest Supper decorations*

### Challenges during 2025

Maintaining good relationships within the PCC, Church community and wider parish are vitally important for the Church's mission and ministry activities, and those relationships directly influence support for the Church. As a small rural parish with an ageing population, the PCC is reliant on volunteers being both willing and able to serve in various ways. Whilst the PCC can ask and encourage involvement, the number of volunteers available and willing remains outside of the PCC's control.

Changes in Church leadership in 2025 presented the PCC with some short-term handover challenges to overcome, which took time and effort to resolve, but they also provided opportunities for fresh ideas and new people to come forward.

## **Plans for Future Periods**

Working with Father Shane and our brothers and sisters in the Benefice and Deanery, the PCC is keen to nurture and maintain recent growth in Church attendance and engagement, and find new ways to bring the Gospel to the parish.



*Funday@4 attendance was steady during 2025 – the PCC would like to encourage its growth in the future*

The PCC is also looking to substantially increase the donations it makes to charities in future periods, and welcomes suggestions from parishioners as to the charities we should consider supporting.

Works to progress items identified in the 2024 Quinquennial report and tree works to the Churchyard are also expected to continue (please also see the Annual Fabric Report at **Appendix 2**).

Operationally, the PCC recognises the need to have a centralised digital record system. The PCC is actively exploring a cloud-based IT system to enable key documents and information to be securely stored and accessed remotely by those who need them. This will also facilitate a transition away from using personal emails for Church matters.

Effective cost management will also be a key focus for the PCC, including a review of the Parish Magazine.

Further ahead, the PCC will be required to register with the Charities Commission before the end of March 2031 (it is currently exempted from registration). The PCC anticipates preparations starting during the 2026 financial year.

The PCC is keen to hear from the parish as to what it feels the priorities should be for the PCC in future periods.

## Risk Management

The principal risks and uncertainties facing the charity, and the PCC's plans and strategies for managing those risks, are:

- **Financial:** Increased costs and expenses (Parish Share, utilities, insurance). The Parish Share forms a significant part of the PCC's outgoings. PCC is in discussions with the Diocese over Parish Share proposals. Wider economic conditions and uncertainty affect the PCC's investment performance, regular donation levels and income from fundraising activities. Further financial information is provided in **Financial Statements and Reports**, below). The PCC intends that building positive relationships with the parish, and the increased attendance at services and events, will naturally flow through to greater support for the Church and its mission.
- **Operational:** The Church is vulnerable to volunteers or donors ceasing to give their time, talent or treasure to the Church, for a variety of reasons (such as ill-health, relocation, change in circumstance). During 2025, the PCC has sought a wide and diverse base of volunteer support, and to encourage people to serve in whatever capacity they feel called.
- **Governance (e.g. compliance failure):** The PCC reviews its governance policies and procedures on an ongoing basis, and encourages appropriate training for those in positions of responsibility.
- **Reputational:** Our relationship with the parish is extremely important to the Church's work and funding. The PCC continues to be affected by reputational issues arising from historic parish challenges, but is working hard to move forwards positively.

PCC meetings are held bi-monthly during which financial performance is reported and reviewed and decisions taken, alongside other matters of importance. The PCC has insurance policies with Ecclesiastical Insurance for building and contents and has added a cyber policy. Most Church valuables are kept in a fireproof safe.

## Structure, Governance and Management

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 PCC is exempted (exempt) by order from registering with the Charity Commission.

The appointment of PCC members is governed by and set out in the Church Representation Rules (last revised 1<sup>st</sup> January 2025).

All PCC members are required to hold a DBS certificate, undertake mandatory Safeguarding training, and are encouraged to make use of national and Diocesan training and other resources. Where applicable, a PCC member who attends a Diocesan or Deanery training course or conference reports back to the PCC as a body to disseminate relevant information.

The PCC meets bi-monthly, or more frequently if required. A WhatsApp group for PCC members has aided communications between meetings. The PCC has formally constituted two committees with decision-making powers:

- Standing Committee (Fr. Shane Griffiths, Mark Edsall and Barbara Judge) – to facilitate decision making between PCC meetings. The committee is constituted under Rule M31 of the Church Representation Rules.
- Worship Committee (Fr. Shane Griffiths, David Walker, David Rivett and Melanie Shone) – to consider all aspects of worship at St Mary and All Saints’ Church. Terms of Reference are available on request.

Informal committees and working groups are formed ad hoc to progress certain matters, reporting back to the PCC for decisions to be made. In absence of Churchwardens, various teams have been established to ensure the main warden duties are covered.

## **Administrative Information**

Address (not postal): St Mary and All Saints’ Church, Church Green, Dunsfold, Surrey GU8 4LT

Administrative Office:

- (i) *Until 31.07.2025-*  
St Mary & All Saints’, c/o Parish Administrator  
St Nicolas Church, Church Lane  
Cranleigh, Surrey GU6 8AR
- (ii) *From 01.08.2025-*  
The Rectory  
Church Green  
Dunsfold, Surrey GU8 4LT

Independent Examiner: Mr CTA Helme, Chiddingfold, GU8 4XJ

Bankers: Lloyds Bank, Horsham Branch, RH12 IPA

PCC Members who served from 1<sup>st</sup> January 2025 until the approval of the Financial Statements for the year ended 31<sup>st</sup> December 2025:

<b>Incumbent</b>	
Father Shane Griffiths (PCC Chair) (Appointed and installed 24 <sup>th</sup> February 2025)	
<b>Churchwardens</b>	
<i>Currently Vacant</i> Mrs Sheila Jones (until 1 <sup>st</sup> May 2025 <sup>5</sup> )	<i>Currently Vacant</i> Mrs Jan Richardson (until 1 <sup>st</sup> May 2025 <sup>6</sup> )
<b>Elected Representatives of the Laity</b>	
Mr Mark Edsall (elected 2025)	Mr David Walker (elected 2024)
Mrs Julie Smith (elected 1 <sup>st</sup> May 2025)	Mr Nicholas St Aubyn (elected 2023)
Mrs Susan Simper (elected 2024)	Mrs Hazel Wiltshire (until 1 <sup>st</sup> May 2025)
Mrs Brenda Jenner (until 1 <sup>st</sup> May 2025)	Ms Melanie Shone (elected 2023)
<b>Lay Members of Deanery Synod</b>	
<i>Currently Vacant</i> Ms Catherine Diamond (until 1 <sup>st</sup> May 2025 <sup>7</sup> )	<i>Currently Vacant</i> Mrs Rebecca Paul (until 1 <sup>st</sup> May 2025 <sup>8</sup> )
<b>Lay Members of Diocesan Synod<sup>9</sup></b>	
Dr Barbara Judge (Cranleigh Deanery; 2024- )	

<b>Officers</b>	
Treasurer: Mrs Brenda Jenner (resigned 15 <sup>th</sup> October 2025, took effect 1 <sup>st</sup> April 2026)	Treasurer-elect: Mrs Julie Smith (elected by PCC 13 <sup>th</sup> November 2025, took effect 1 <sup>st</sup> April 2026)
PCC Secretary: <i>Currently Vacant</i>	Electoral Roll Officer: Mrs Jane St Aubyn
Parish Safeguarding Officer: Mrs Hazel Wiltshire (until 1 <sup>st</sup> May 2025); Mrs Jane St Aubyn (from 1 <sup>st</sup> May 2025)	Minutes Secretary: Mrs Anne Eve (until 5 <sup>th</sup> September 2025)

<sup>5</sup> Date of cessation of duties. Churchwardens' term of office officially ended on 31<sup>st</sup> August 2025, per the Churchwardens Measure 2001. No successor Churchwardens were elected at the 1<sup>st</sup> May 2025 APCM.

<sup>6</sup> See note 4.

<sup>7</sup> Date of cessation of duties.

<sup>8</sup> See note 6.

<sup>9</sup> Also a member of Deanery Synod and PCC.

# Financial Statements and Reports

(See **Appendix 1** for the Financial Statements and Independent Examiner's Report, as approved by the PCC on 20<sup>th</sup> March 2026)

## Reserves Policy & Funds

It is the policy of the PCC to maintain a balance on unrestricted funds - general and designated, which equates to approximately six months' unrestricted payments (estimated to be £25,000-£30,000), to cover emergency situations which may arise from time to time. Taking into account the designated funds, the funds available to meet unrestricted payments met this target. It is parish policy to invest our cash balances with the CBF Church of England Deposit Fund and the CBF Church of England Investment Fund, both with the CCLA, leaving a working balance in the current account and business saving account at Lloyds Bank.

## Financial Review

At the end of December 2025, the unrestricted funds/general funds were £35,570 and the designated funds were £38,757. The total of all funds at the end of 2025 was £139,716 as against £135,417 at the end of December 2024, an increase in funds of £4,100 in the year.

The Investment value and cash balances at 31<sup>st</sup> December 2025 were:

- Market Value of CBF Investment account was £71,597.51 (2024 £74,278) - a decrease of £2,681 due to market price revaluation. It should be noted here that we are disappointed with the result of this fund for last year, bearing in mind the performance of the markets generally. We have raised this with the Diocese and they are actually looking at alternative providers.
- Cash balance on the CBF deposit account was £51,970 (2024 £47,774) - which includes dividends and interest from both the CBF accounts totalling approximately £4,100.
- Cash balance as at year-end on the Lloyds Bank current and savings accounts £16,404 (2024 - £13,369).

Our overall income in 2025 amounted to £56,928 (2024 £54,967). The total expenditure for 2025 came to £49,845 (2024 £45,234) and included our contribution to the parish share of £26,819 (2024 £18,382). There was an overall surplus for the year of £7,083 (2024 £9,732) and a revaluation loss on investment of £2,681 (2024 - gain £1,368).

Recent donor levels were maintained during 2025.

## Funds held as custodian trustee on behalf of others

No funds are held by the PCC as a custodian trustee on behalf of others.

# Appendix 1

Financial Statements for the year ended 31<sup>st</sup> December 2025 and Independent Examiner's Report

Approved by the PCC on 20<sup>th</sup> March 2026


## Independent Examiner's Report to the Trustees of St Mary and All Saints, Dunsfold

I have undertaken an inspection of the accounts as presented to me by the Treasurer consisting of bank reconciliations, bank account listings, receipts, posting summaries and various output from the Data Development software.

The figures in the Accounts for the Year-ended 31<sup>st</sup> December 2025 have been checked and are accurate. The books have been properly kept and can produce a statement of the church's affairs and comply with the Charities Act 2011 requirements.

I confirm that I do not have any role within the Dunsfold Parochial Church Council, and I have not charged for this work.

I have no matters of concern to raise with the Trustees.



CTA Helme  
Chiddingfold  
GU8 4XJ

Date

21/2/26

**Statement of Financial Activities**  
for the period from 01 January 2025 to 31 December 2025

	Unrestricted & designated funds	Restricted funds	Total funds	Prior year total funds
Income and endowments from:				
Donations and legacies	32,812.34	(352.19)	32,460.15	31,872.73
Income from charitable activities	6,729.41	-	6,729.41	6,663.08
Other trading activities	-	-	-	-
Investments	4,348.39	-	4,348.39	4,076.19
Events	3,032.90	-	3,032.90	5,309.07
Other Income incl. PCC fees, magazine, grants	10,357.60	-	10,357.60	7,045.94
<b>Total income</b>	<b>57,280.54</b>	<b>(352.19)</b>	<b>56,928.45</b>	<b>54,967.01</b>
Expenditure on:				
Parish share and PCC fees	26,818.92		26,818.92	18,382.67
Activities directly relating to the work of the church	22,826.71	-	22,826.71	26,034.21
Grants and donations	200.00	-	200.00	817.78
<b>Total expenditure</b>	<b>49,845.63</b>	<b>-</b>	<b>49,845.63</b>	<b>45,234.66</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>7,435.01</b>	<b>(352.19)</b>	<b>7,082.82</b>	<b>9,732.45</b>
<b>Transfers:</b>				
Gross transfers between funds - in	-	-	-	-
Gross transfers between funds - out	-	-	-	-
<b>Other recognised gains / losses</b>				
Gains/losses on investment assets	(102.23)	(2,680.92)	(2,783.15)	1,368.20
Gains on revaluation, fixed assets, charity's own use	-	-	-	-
<b>Net movement in funds</b>	<b>7,332.78</b>	<b>3,033.11)</b>	<b>4,299.67</b>	<b>11,100.55</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>67,631.94</b>	<b>67,785.16</b>	<b>135,417.10</b>	<b>124,316.55</b>
<b>Total funds carried forward</b>	<b>74,964.72</b>	<b>64,752.05</b>	<b>139,716.77</b>	<b>135,417.10</b>

See pages 21 & 22 for more detail and page 23 for breakdown of funds

**Balance Sheet as at 31<sup>st</sup> December 2025 (31<sup>st</sup> December 2024)**

		As at 31/12/2025	As at 31/12/2024
<b>Fixed assets</b>			
	Investments	71,597.51	74,278.43
		<b>71,597.51</b>	<b>74,278.43</b>
<b>Current assets</b>			
	Cash At Bank and In Hand	68,325.26	61,144.67
		<b>68,325.26</b>	<b>61,144.67</b>
<b>Liabilities</b>			
	Agency collections	206.00	6.00
		<b>206.00</b>	<b>6.00</b>
<b>Net current assets less current liabilities</b>		<b>68,119.26</b>	<b>61,138.67</b>
<b>Total assets less current liabilities</b>		<b>139,716.77</b>	<b>135,417.10</b>
<b>Total net assets less liabilities</b>		<b>139,716.77</b>	<b>135,417.10</b>
<b>Represented by:</b>			
<b>Unrestricted</b>			
	Unrestricted - General Funds	35,707.71	29,093.93
	Unrestricted – Fabric Fund	500.00	-
<b>Designated</b>			
	Designated - Bells Fund	3,454.00	3,239.00
	Designated - Churchyard & Des Growth Fund	8,582.46	9,578.46
	Designated - Fabric Fund	26,720.55	25,720.55
<b>Restricted</b>			
	Restricted - Agency collection	-	352.19
	Restricted - Fabric Fund	64,752.05	67,432.97
<b>Fund Totals</b>		<b>139,716.77</b>	<b>135,417.10</b>

The financial statements were approved by the PCC as Trustees on 20<sup>th</sup> March 2026 and signed on its behalf by:

\_\_\_\_\_  
Chairman

## **Notes to the Financial Statements & Accounting Policies**

### **Basis of preparing the financial statements**

The financial statements of the charity (Church), which is a public benefit entity, have been prepared in accordance with the Charities SORP and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Within these accounts the income has been recognised when it appears on the PCC bank statement.

### **Resources expended**

Expenditure is accounted for on a cash basis (when it is paid and appears on the PCC bank statement) and has been classified under headings that aggregate all cost related to the category. Where cost cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Trustees' remuneration and benefits**

Trustees' received no remuneration or benefits as a result of being a Trustee during the year to 31.12.25 nor for the year 31.12.24. The incumbent receives a salary paid by the Diocese for his duties as Rector which is charged back to the Church as part of the parish share.

The Incumbent claims monthly expenses for his office and not as Trustee (£180 in 2025 and £200 in 2024). Members of the PCC and the Incumbent may purchase items for church use in services or to replace small items (eg light bulbs) and are reimbursed against receipts. Any other proper expenditure incurred by Trustees on the Church's behalf are authorised by the PCC.

### **Tangible fixed assets**

Consecrated and Beneficed property is not included in the accounts in accordance with s 10(2)(a) 10(2)(c) of the Charities Act 2011. Moveable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and are listed in the parish's inventory (which can be inspected on reasonable notice). For inalienable property acquired before 2000 there is insufficient cost information and therefore such assets are not valued in the financial statements. Subsequently there are no items costing more than £1,000 so any expenditure would be written off when incurred.

### **Taxation**

The charity is exempt from tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Designated funds can be used for the purpose named with the agreement of the incumbent and the PCC, if required. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

### **Fixed asset investments**

Investments are stated at market value – mid market price at 31<sup>st</sup> December 2025 - and the only investment is in units of the CCLA CBF Church of England Investment fund.

**Analysis of Income & Expenditure**  
1<sup>st</sup> January to 31<sup>st</sup> December 2025

<i>Amounts in nearest £</i>				<i>Total</i>	
	<i>General</i>	<i>Designated</i>	<i>Restricted</i>	<i>2025</i>	<i>2024</i>
<b><u>INCOME FROM</u></b>					
<b>Donations and legacies</b>					
D01 - Gift Aid Donations	21,093	1,175	-	22,268	21,042
D02 - Collections	7,322	-	(352)	6,970	7,169
D03 - Other planned giving	1,256	-	-	1,256	2,066
D10 - Gifts and donations	1,389	85	-	1,474	1,132
D28 - Wall Safe	492	-	-	492	464
<b>Donations and legacies Totals</b>	<b>31,552</b>	<b>1,260</b>	<b>(352)</b>	<b>32,460</b>	<b>31,873</b>
<b>Income from charitable activities</b>					
D04 - Income Tax recovered	6,729	-	-	6,729	6,663
<b>Income from charitable activities Totals</b>	<b>6,729</b>	<b>-</b>	<b>-</b>	<b>6,729</b>	<b>6,663</b>
<b>Investments</b>					
D05 - Bank interest	2,276	-	-	2,276	1,596
D06 - Dividends	2,072	-	-	2,072	2,480
<b>Investments Totals</b>	<b>4,348</b>	<b>-</b>	<b>-</b>	<b>4,348</b>	<b>4,076</b>
<b>Other income -</b>					
D32 - Events	3,033	-	-	3,033	5,309
<b>Events Totals</b>	<b>3,033</b>	<b>-</b>	<b>-</b>	<b>3,033</b>	<b>5,309</b>
<b>Other Income</b>					
D07 - PCC Fees	5,545	539	-	6,084	3,015
D08 - Magazine sales	989	-	-	989	1,085
D30 - Magazine Advertising	1,280	-	-	1,280	1,315
D31 - Book Sales	5	-	-	5	-
D40 - Grants	2,000	-	-	2,000	1,630
<b>Other Income Totals</b>	<b>9,819</b>	<b>539</b>	<b>-</b>	<b>10,358</b>	<b>7,046</b>
<b>INCOME GRAND TOTALS</b>	<b>55,481</b>	<b>1,799</b>	<b>(352)</b>	<b>56,928</b>	<b>54,967</b>

**Analysis of Income & Expenditure (continued)**  
1<sup>st</sup> January 2025 to 31<sup>st</sup> December 2025

<i>Amounts in nearest £</i>				Total	
	General	Designated	Restricted	2025	2024
<b>EXPENDITURE</b>					
<b>ON:</b>					
<b>Grants and donations</b>					
D41 - PCC Fees to Diocese	-	-	-	-	20
<b>Grants and donations Totals</b>	-	-	-	-	<b>20</b>
<b>Activities directly relating to the work of the church</b>					
D14 - Diocesan Parish Share & PCC Fees	26,869	-	-	26,869	18,383
D15 - Heating Lighting	3,948	-	-	3,948	3,219
D16 - Church maintenance	1,189	-	-	1,189	1,886
D17 - Stationery and office costs	672	-	-	672	709
D18 - Upkeep of services	1,637	-	-	1,637	2,806
D19 - Organist and choir	699	-	-	699	945
D20 - Working expenses of incumbent	180	-	-	180	201
D21 - Rectory costs	232	-	-	232	-
D22 - Cost of magazines and books	1,971	-	-	1,971	1,586
D23 - Churchyard upkeep	5,060	800	-	5,860	7,326
D24 - Sundry Expenses	289	-	-	289	640
D33 - Water	114	-	-	114	102
D34 - Major Repairs	420	780	-	1,200	949
D35 - Governance Costs	2,051	-	-	2,051	2,060
D37 - Fundraising Costs	10	-	-	10	1,056
D39 - Insurance	2,674	-	-	2,674	2,550
D42 - Bank Charges	52	-	-	52	-
<b>Activities directly relating to the work of the church Totals</b>	<b>48,066</b>	<b>1,580</b>	-	<b>49,646</b>	<b>44,417</b>
<b>Grants and donations</b>					
D12 - Donations to charities	200	-	-	200	798
<b>Grants and donations Totals</b>	<b>200</b>	-	-	<b>200</b>	<b>798</b>
<b>EXPENDITURE GRAND TOTALS</b>	<b>48,266</b>	<b>1,580</b>	-	<b>49,846</b>	<b>45,235</b>

*Excludes revaluation of investment assets - loss of £2,981.52*

**St Mary & All Saints**  
**Fund movement summary**  
**Selected period: 1<sup>st</sup> January 2025 to 31<sup>st</sup> December 2025**

<b>Fund</b>	<b>Fund balances brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Gains and Losses</b>	<b>Fund balances carried forward</b>
<b>Bells</b>						
Designated	3,239.00	215.00	-	-	-	3,454.00
<b>Sub-totals</b>	<b>3,239.00</b>	<b>215.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,454.00</b>
<b>General</b>						
Unrestricted	28,593.93	55,481.64	(48,367.86)	-	-	35,707.71
<b>Sub-totals</b>	<b>28,593.93</b>	<b>55,481.64</b>	<b>(48,367.86)</b>	<b>-</b>	<b>-</b>	<b>35,707.71</b>
<b>Development &amp; Churchyard</b>						
Designated	9,578.46	584.00	(1,580.00)	-	-	8,582.46
<b>Sub-totals</b>	<b>9,578.46</b>	<b>584.00</b>	<b>(1,580.00)</b>	<b>-</b>	<b>-</b>	<b>8,582.46</b>
<b>Fabric</b>						
Unrestricted	500.00	-	-	-	-	500.00
Designated	25,720.55	1,000.00	-	-	-	26,720.55
Restricted	67,432.97	-	-	-	(2,680.92)	64,752.05
<b>Sub-totals</b>	<b>93,653.52</b>	<b>1,000.00</b>	<b>-</b>	<b>-</b>	<b>(2,680.92)</b>	<b>91,972.60</b>
<b>TOTALS</b>	<b>135,064.91</b>	<b>57,280.64</b>	<b>(49,845.63)</b>	<b>-</b>	<b>(2,680.92)</b>	<b>139,716.77</b>

## Appendix 2 (Additional Reports)

The following reports are required to be presented to the APCM under Rule M5 of the Church Representation Rules.

### Changes to the Roll since the last APCM

There was one addition to the Church Electoral Roll, the total on the Roll now stands at 74.

### Annual Fabric Report

This report is provided pursuant to Section 50 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 (*Role of churchwardens in inspecting fabric etc. of church*). The office of Churchwarden has been vacant in Dunsfold since 1<sup>st</sup> May 2025, and so this report has been prepared by the PCC.

#### Goods & Ornaments

##### *Regular Cleaning & Maintenance*

The fortnightly clean has been changed to a weekly rota. New volunteers are always welcome.

In November 2025 a Church Cleaning Morning was held. About 15 attended and worked hard on cleaning and dusting the entire Church including out of reach areas like windowsills and above cupboards. There was much sorting and re-ordering in the vestry and the outside toilet too.

##### *Repairs*

The north Transept Altar cloth is still under repair by the needleworkers based at Guildford Cathedral. Work is expected to be completed by end 2026.

##### *Acquisitions*

An iPad was generously donated by Joanna Kozlowski (née Simper) for use during services both for transmission of live services to those watching remotely and for downloading and playing musical accompaniment to hymns.

Approximately 10 children's chairs and three low level tables were acquired by the Church when items from Puddleducks were found new homes.

Battery candles were generously donated and replaced the wax candles in our overhead chandeliers, and fire extinguishers and blankets were purchased, after advice was received during the annual fire inspection.

#### Fabric

##### *Repairs during 2025*

The Church buildings remain in good condition.

About six tiles were replaced on the south porch roof, and a piece of stained glass was restored to the east window.

Plans are advancing on Quinquennial repairs. These should commence in Q2 or Q3 2026. An oral update will be given at the APCM.

John Bailey (Diocesan Architect) has confirmed that the Quinquennial schedule replacing mortar repairs in situ may be put aside. This will save significantly on scaffolding and cost.

## **Churchyard**

The lychgate light was repaired.

A healthy oak tree fell into the Churchyard in August, from the bridle path adjoining the hedge running along its north side. It narrowly missed gravestones. Advice was sought from Waverley and the Diocese with regards to its safe removal. This has proved to be complicated and the work was not undertaken before the year end. An oral update will be given at the APCM.

There are three further trees in the graveyard which have been earmarked for removal.

## **Proceedings of the Deanery Synod**

Deanery Synod is the next level of Church governance above the PCC. There are usually three meetings held each year. Barbara Judge (lay-member of Diocesan Synod) sits on the Deanery Synod and reports back to the PCC.

The Area Dean, Rector Roy Woodhams retired in September and was succeeded by Rev Sarah Hutton who at her first Deanery Synod stressed that all our Church-related activities should be underpinned by prayer and said 'Don't do it on your own if you can do it together': her time will be marked by encouraging Church collaborations.

Reports have been received on Church Growth and one Synod showpieced initiatives across the Deanery some of which we already do and many of which we could think of introducing. Eg targeting new estates and discussing how to transfer worshippers and attendees at children's and informal services and meetings to regular Church attendance.

There is also a strong drive to encourage and enable neighbouring Churches to work together on 'growing greener' and utilising the Diocese's Net Zero Quick Wins fund.

# **DON'T BE ON THE OUTSIDE LOOKING IN!**



**No need to hide  
in our ancient  
yew tree,  
whether you're  
young or old,  
come in for a  
warm welcome  
at Dunsfold  
Church - a living,  
vibrant Christian  
community in  
your village**