



Pippa Auger &lt;deputy.clerk@haslemeretc.org&gt;

## CIL Application The Link Community Hub 1/2

2 messages

Debbie Peet &lt;peet.debbie@gmail.com&gt;

Thu, May 23, 2024 at 2:07 PM

To: deputy.clerk@haslemeretc.org

I attach our application for Neighbourhood CIL funding.

The following documents are attached in 2 emails:

Application form

Signature page of the form

### SUPPLEMENTARY INFORMATION FOR TOWN COUNCIL CIL APPLICATION

To support our application the following documents are also attached, some of which are the standard templates required by Your Fund Surrey (YFS).

- **Project Plan and Risk Assessment.xls** - the plan is based on funding being available in early Q2 2024 and shows project completion by September 2025. We now anticipate complete at the end of 2025.
- **Management and Maintenance Plan.docx** - this includes the management structure for ongoing operation of the Hub and other operational details
- **Letters of support.pdf** - from our local community - MP, Councillors, voluntary workers and others
- **Budget 2024 and management accounts Q1.pdf**
- **Signed accounts 2022 – 2023.pdf** - these show the finances of Haslemere PCC which will be responsible for the ongoing running of the Hub.
- **Link Cost plan.xls** - a detailed analysis of the building costs provided by our Quantity Surveyor.

### Other information

- [Parish of Haslemere : The Link Community Hub \(haslemereparish.org\)](https://haslemereparish.org) – provides access to the plans for the building, a short video and updates about the project
- **Land Ownership.pdf** -the landowner is the Diocesan Board of Finance who holds the land on behalf of Haslemere PCC.

We also have the full applications to Waverley Strategic CIL and to YourFund Surrey should more information be required.

If you or any of the councillors would like to visit the building you would be most welcome. Just contact me and we can sort something out.

Best wishes

Debbie Peet

Haslemere Parish

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**5 attachments**



**CIL signature page.jpg**  
2752K



**2024-CIL-Funding-Application-Form Link.docx**  
244K



**Link Project Plan and Risk Assessment.xlsx**  
136K



**Management and Maintenance Plan.docx**  
498K



**letters of support.pdf**  
9761K

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**Pippa Auger** <deputy.clerk@haslemeretc.org>

Wed, May 29, 2024 at 10:06 AM

To: Lesley Banfield <lesley.banfield@haslemeretc.org>, John Robini <john.robini@haslemeretc.org>

Hi Lesley (& John for information purposes)

We have now received an application for CIL funding for the Link project. It comes in 2 emails. This is the first.

Lesley, I have validated it but you will also need to, to make sure you agree with me. There are three points to cover:

- 1) Application form completed in full;
- 2) The bidding organisation must have the legal right to carry out the proposal; and
- 3) The project must clearly fall within the definition of infrastructure supporting development.

Please can you let me know by **9am on Monday 3 June** as I will need to forward all the documentation to committee members. Everyone will need time to consider the application and raise questions in advance of the meeting so a decision can be made on the night.

The second email will follow.

Kind regards

Pippa

**Pippa Auger**

**Deputy Town Clerk**

Haslemere Town Council

Please note my working days are Monday, Wednesday, Thursday and Friday

Office opening hours Monday, Wednesday & Friday 10am-3pm

Telephone: 01428 654305 Mobile: 0748 597 6836

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**Mayor 2024-2025:** Cllr Oliver Leach

**Deputy Mayor 2024-2025:** Cllr Jean Arrick

**Mayor's Charities 2024-2025:** KSS Air Ambulance Services | St Bartholomew's Link Project

To report issues which are the responsibility of other councils, please use the following contact numbers.

**Surrey County Council (roads including potholes, paths, streetlight, schools etc)**

03456 009 009

0300 200 1003 (emergencies – out of hours)

**Waverley Borough Council (Household and garden waste collections and recycling, council housing, leisure centres, off street parking / car parks etc)**

01483 523333

01483 523200 (emergencies – out of hours)

[Quoted text hidden]

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## 5 attachments



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9761K





# HASLEMERE TOWN COUNCIL

## CIL FUNDING APPLICATION FORM

PLEASE USE THE CIL POLICY AND FUNDING APPLICATION FORM GUIDE TO ASSIST YOU IN COMPLETING THIS DOCUMENT AND ENSURE YOU COMPLETE THE VALIDITY CHECKLIST ON PAGE 4

### Contact and organisation details

1. Applicant organisation	Haslemere Parish – The Parochial Church Council (The PCC)
2. Name and position of main contact	Debbie Peet Member of the PCC
3. Applicant contact details (phone no, email and address)	07979 516491 Peet.debbie@gmail.com
4. Type of organisation  If a charity, please provide registration number	The organisation is a Parish in the Church of England and is a registered charity with Charity Commission (number 1127927).
5. Is the organisation able to reclaim VAT?	No
6. If the organisation is not in the public sector please provide details of the organisation's finances Please include a copy of the most recently audited accounts, including details of unrestricted reserves and latest budget.	Unrestricted cash reserves at 31.12.2023 totalled £242,946 These comprised: Building Fund - £153,829 (Haslemere PCC is responsible for 3 listed buildings and this amount is a contingency reserve to cover St Bartholmew's Church, St Christopher's Church and the Link)  General Fund - £89,117 representing 37% of annual expenditure in 2023. The PCC is dependent upon voluntary contributions for its work and maintains a reserve to ensure it can weather fluctuations in contributions.  The budget is attached and shows a break-even position for day to day operations in 2024. The audited accounts for 2023 are also attached

## PROJECT DETAILS

7. Location of project	The Link Derby Rd Haslemere GU27 1BS
8. Summary of the project proposal	<p>The Link is a Grade 2 listed building adjacent to the Parish Church. It was originally a school and was passed to the Church for the benefit of the community in 1986. The Link Community Hub is a new and ambitious project that will transform the existing single- storey building into a two-storey space suitable for a wide range of community activities, without significantly changing its external appearance. Our project will address the need for affordable space for which there is an increasing demand in Haslemere. It is located in the east of Haslemere (which complements other facilities in the west of the town) – its location has been identified in consultation with local residents as ideal for the community thereby improving the infrastructure within the town.</p> <p>The Link Community Hub will provide high quality meeting/function rooms for hire, but uniquely it will also provide small private meeting spaces for counselling and consultation. This is in response to direct requests from local charities, which provide vital community services and have struggled for some time to find a suitable permanent home.</p> <p>Our plans include a spacious ground floor meeting room available for a wide range of activities and family events, and a 6 hot-desk office which can be shared by multiple users including the not-for-profit organisations that will use the building as their home. The upper floor, accessed by stairs or lift, will have a second meeting room for smaller gatherings and consulting/meetings rooms for counselling and one-to-one support. The building will have a kitchen and tea/coffee stations and accessible WCs on each floor that allow multiple use at the same time. There is potential for a community storage space by conversion of an existing outbuilding.</p> <p>We propose a more visible, welcoming and accessibility compliant entrance from the car park facing Derby road, and parking for bikes and pushchairs. The development will focus on sustainability in selection of materials, and use appropriate technology for access control, security and AV facilities. The facility will be self-supporting with any surplus from hire fees being reinvested back into the building itself. A Link Hub Management Team will be set up with user representation to ensure efficient operation and appropriate governance. We have a project plan including risks and a management and maintenance plan (see attached).</p> <p>Surrey County Council and Waverley Borough Council have supported the project and awarded £1.4 million through Your Fund Surrey and Waverley Strategic CIL funds.</p> <p>Haslemere Town Council, mayors and councillors have also supported the project, writing letters and emails of support and we now request that the neighbourhood CIL fund be used towards the funding target for the whole project.</p>

9. How does the project help address the demands of development in the area. What evidence is there to support this?

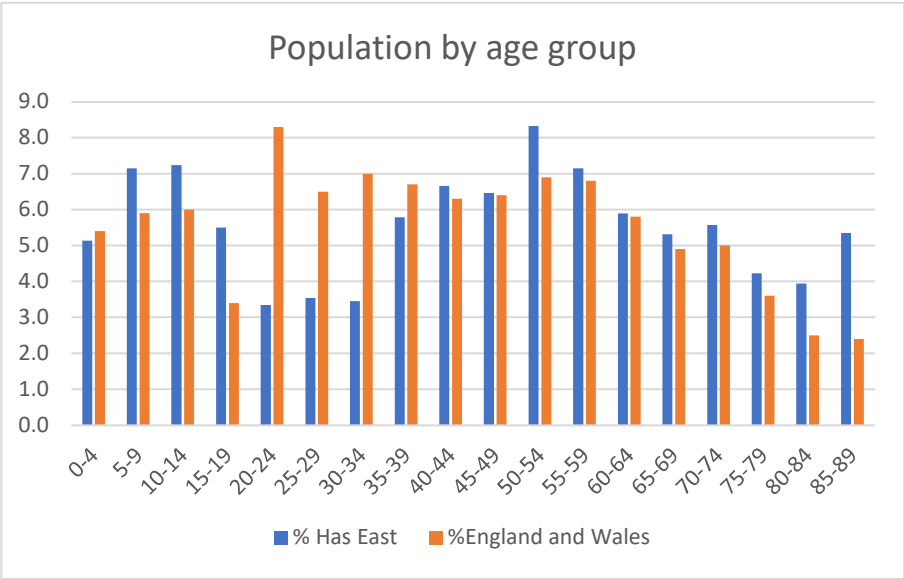
The number of dwellings in Waverley has grown by over 8% between 2011 and 2022 with over 4000 more additional dwellings across the borough. [Live tables on dwelling stock \(including vacants\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/live-tables-on-dwelling-stock-including-vacants).

The local development plan for the 5 wards in Haslemere highlights the need for smaller dwellings in particular and whilst the town will not be able to increase the no of dwellings by over 900 under LPP1 by 2032, there is infilling, conversion to flats and larger scale developments both underway and being proposed.

This means that there are increased numbers of residents, some of which have needs which will be met by this new facility.

Waverley planning has granted planning permission for many developments in the town in the last 3 years – which, if all built would increase the no of dwellings by close to 500 although some may not be built. The new developments including those close to the town centre - Skylar View, the old police station and Red Court among others will apply further pressure on the needs of particular groups of residents outlined below and on the infrastructure within the town offering help and support.

The current age demographic of the local population is skewed towards children and young families and also skewed with a high proportion of elderly residents (census 2021). The Number of elderly residents is expected to increase over the next 10 years (ONS predictions)



Whilst the town is perceived as being affluent, there are pockets where residents are less well off and who struggle, including the High Lane Estate for example as shown by the results of an FOI to Waverley Borough Council. Housing data from the census and that FOI data show that most properties in Haslemere are privately owned.

The number of HRA owned properties in the roads on the Estate adjacent to the Link building was 210 out of a total of 487 properties – 43%. The percentage of HRA properties in the whole of Haslemere is 23% and in Waverley is 10.5%.

48 households on the Estate claim housing benefit from Waverley – all bar 1 in HRA housing – 23%.

	<p>The conclusion is that whilst data on the ward and town as a whole show little deprivation, there is an area next to the Church which is much less wealthy. There are also others across Haslemere which, it is believed, show similar need.</p> <p>Citizens Advice have used the Link on a temporary basis while building works are undertaken at Well Lane. This has been very successful although highlights that only one group can use the building at any one time. They have reported an increase in footfall at the Link and have told us that many of their clients are from the High Lane area.</p> <div><p>Council Tax Bands</p><table><thead><tr><th>Council Tax Band</th><th>Estate roads (%)</th><th>Ward (%)</th></tr></thead><tbody><tr><td>A</td><td>0.00</td><td>2.00</td></tr><tr><td>B</td><td>8.00</td><td>10.00</td></tr><tr><td>C</td><td>28.00</td><td>15.00</td></tr><tr><td>D</td><td>55.00</td><td>22.00</td></tr><tr><td>E</td><td>6.00</td><td>7.00</td></tr><tr><td>F</td><td>4.00</td><td>10.00</td></tr><tr><td>G</td><td>0.00</td><td>26.00</td></tr><tr><td>H</td><td>0.00</td><td>7.00</td></tr></tbody></table></div> <p>Our consultations with organisations and individuals highlighted the need for activities and support for children, young families and the elderly – both social and health related.</p>	Council Tax Band	Estate roads (%)	Ward (%)	A	0.00	2.00	B	8.00	10.00	C	28.00	15.00	D	55.00	22.00	E	6.00	7.00	F	4.00	10.00	G	0.00	26.00	H	0.00	7.00
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10. What evidence is there of support from the community	<p>We have held discussions with groups and individuals across the town.</p> <p>We engaged with our local community initially through social media, with a project brief, background video and detailed design available on the Haslemere Parish website between January and July 2023. This resulted in 767 unique hits on the webpage. This had climbed to over 1800 in April 2024 showing we believe, great interest in the project.</p> <p>In Feb and March 2023 we delivered a mailshot to neighbours adjacent to the site and the local estate (over 1100 leaflets), and shared this on the Haslemere Community Facebook page.</p> <p>We made a presentation at the Annual Town Meeting in March 2023 and a well attended local “Green Get Together” where the plans were received extremely favourably. We gave a further update in March 2024.</p> <p>We held focus groups with young people at The Den (age 8-13) and The Place to Be (age 13-16)</p> <p>We visited a number of groups in Haslemere whose attendees completed questionnaires:</p> <ul style="list-style-type: none"><li>• Parents and carers at First Steps (Toddler Group)</li><li>• Users of our Thursday Coffee Club (Seniors) and our Hearing Clinic</li></ul>																											

	<ul style="list-style-type: none"> <li>• People who live nearby</li> </ul> <p>We met parents and carers at St Bartholomew's School to ask what activities they would want to see and use at the Hub. At each of these events, questionnaires were completed, notes were made and we recorded individual responses. .</p> <p>We also consulted with the following:</p> <ul style="list-style-type: none"> <li>• St Bartholomew's Primary School (Chair of Governors, Headmaster and incumbent)</li> <li>• Haslemere Health Centre and Healthwatch Surrey (members of Patient Participation Group)</li> <li>• Haslemere Town Council and Mayors</li> <li>• Haslewey Community Centre (Manager, deputy manager and volunteers)</li> <li>• Waverley Borough Council re High Lane Community Centre and were told it is unavailable for community hire.</li> <li>• Clergy and members of the Haslemere Parish including childrens' and family workers.</li> <li>• Youth and childrens workers in Haslemere on a number of occasions</li> <li>• Haslemere Foodbank</li> <li>• Haslemere Chamber of Commerce (President)</li> <li>• Love Haslemere Hate Waste</li> <li>• Haslemere Museum (curator)</li> <li>• The Community Fridge Lower Bourne Farnham</li> <li>• Rt Hon Jeremey Hunt MP</li> <li>• Local Councillors.</li> </ul> <p>Have Your Say - a consultation process for the Your Fund Surrey application had 98% positive responses and a total of 487 contributions to date. This was commented on by Surrey County Councillors as being an excellent response.</p> <p>At all the events we attended and at all the meetings we held, we were inundated with enthusiasm and positive comments about the project, the design and the location of the building. It appears that most people in Haslemere support the proposal.</p> <p>We have letters of support which are attached.</p>
<p>11. Proposed timescales for the project, to include any deadline or circumstance which would require funding within a specific period of time</p>	<p>Anchor funding of £1.8M has been secured (wef 23/04/2024) and our architect/advisor is now putting together a detailed project schedule.</p> <p>In outline terms:</p> <ul style="list-style-type: none"> <li>- Detailed design and specification by 3Q 2024</li> <li>- Tender October 2024</li> <li>- Award November 2024 (subject to bids)</li> <li>- Contractor on site January 2025 and construction started (subject to contractor availability)</li> <li>- Project completion and commissioning 4Q 2025</li> </ul>

	Our funding schedule is yet to be finalised but, with respect to this application, we would hope to be able to draw up to 10% in 4Q 2024 towards professional fees, and the balance in instalments through 2025.
12. Do you need planning permission to carry out the works?	Yes
13. If planning permission is required is it in place to carry out the works?  If so, please provide the application number	Yes  Planning Application WA/2023/00922 - Valid From 17/04/2023 THE LINK ST BARTHOLOMEWS CHURCH CHURCH HILL HASLEMERE GU27 1BW Erection of extensions including covered link; alterations to boundary wall and roof including installation of dormers rooflights and solar panels following demolition of existing chimney (as amended by plans received 09/10/2023)
14. What is the relationship between the applicant and the land/property ownership where the project is taking place?  i.e. freehold/long lease/short lease /lease term? Please provide evidence.	The applicant is the owner of the land and property although in accordance with law it is vested in the Guildford Diocesan Board of Finance (DBF).  This provides added protection so that Haslemere PCC cannot dispose of this community asset.  Please see attached letter from the DBF.

## FUNDING DETAILS

15. Estimated project cost	£2.15million	
16. Please show in the table the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme		
	Amount	Detail
CIL funding sought	£100,000	
Any other Local authority contribution eg WBC and/or SCC	£400,000	Strategic CIL Waverley BC
	£1million	Surrey CC Your Fund Surrey
Third party contribution	£400,000	Haslemere Fund – a Charity related to Haslemere Parish for the purpose of capital works. This grant will extinguish the fund.

Total cost		
17. Detail of additional sources of funding available	Funding is being sought from: Members of Haslemere Parish Other grant making bodies (eg Garfield Weston) for smaller sums	
18. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding	<p>£1.8m has been raised as indicated in section 16. However we need to raise a further £350,000 to meet the estimated cost of the project.</p> <p>We will be launching an appeal to raise £200,000 from the congregation on 19th May.</p> <p>We will also be applying to a number of smaller charities who may be willing to support the project.</p> <p>Please note that the costs are estimated, firm costs will be determined by a competitive tender process.</p>	
19. Please indicate whether the organisation has previously received CIL or other funding sources from either Haslemere Town Council and/or Waverley Borough Council. If yes, provide amounts and timings	No	
20. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed? And who will be responsible for it?	<p>Yes. The running costs will be met by hiring income from users and support from the Parish of Haslemere who have ultimate responsibility.</p> <p>We anticipate having a breakeven position in Year 1 with income as follows: Haslemere PCC £16,200 CAW and Crossways £18,000 Existing hires £3,000 New hires £8,000</p>	

### VALIDITY CHECKLIST

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	
You hold a bank account in the name of the organisation applying, not an individual	
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application, together with latest budget.	
This application is accompanied by 3 quotes for the work you are wanting done	

The application is not for a project already completed	
The application is not for ongoing costs for a project	
The application is not for annual maintenance or repair	
The application is not a project promoting a political party	
The application is not for a project that conflicts with existing Town Council policies	
The application is not for VAT that you can recover	
The funds are not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	
You consent to acknowledge HTC's contribution in your marketing / promotional material	



## Section E: Declaration

**When you have completed the application please sign this declaration and submit the application form as directed.**

To the best of my knowledge the information I have provided on this application form is correct.

If Haslemere Town Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Haslemere Town Council via the Deputy Town Clerk of any material changes to the proposals set out above. When requested, I agree to provide Haslemere Town Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise Haslemere Town Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Haslemere Town Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Town Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on Haslemere Town Council's website and in public material for publicity purposes. Personal data will not be disclosed without prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: [www.haslemeretc.org](http://www.haslemeretc.org)

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_



## Section E: Declaration

When you have completed the application please sign this declaration and submit the application form as directed.

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Signed: \_\_\_\_\_

*D J Peet*

D. PEET

Organisation: \_\_\_\_\_

HASLEMERE PARISH (PCC Member)

Date: \_\_\_\_\_

23/5/23

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_





Your Fund Surrey Ref: CF382  
Organisation: Haslemere Parish

# The Link Community Hub

## MANAGEMENT AND MAINTENANCE PLAN

Version 1.0

Updated 6<sup>th</sup> August 2023

# 1. Introduction and guide

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### a. How to use this guide

This document is a living document that will be developed during the project that is the renovation and expansion of the Link building to form a community hub. This document will and then used to assist the management and operation of the Link Community Hub and the equipment within it.

During the early stages of the project sections will include a “to-do” list that will be completed once details are finalised. Deadlines are set to ensure systems are in place before commissioning.

#### b. Ownership of the building

The Link is owned by Haslemere Parish and managed by the PCC<sup>1</sup>. The PCC is a committee that comprises the ordained clergy (currently 2, including the Rector who is Chair), elected Volunteer Church Wardens (2) and elected volunteer members of the church congregation (currently 14). The rules governing eligibility, and elections are set by the Church of England Representation Rules which are publicly available [here](#).

Some volunteer members of the PCC hold specific offices which are relevant to the management of the Link Community Hub, including the PCC Finance Officer and PCC Safeguarding Officer. The PCC has some paid members of staff (employees or contractors) including a Parish Administrator and a cleaner, and will recruit a caretaker (part-time) to support the use of the Link.

The Link building was gifted to the Parish in the 1970’s for use by the community. The project to refurbish and expand the building is supported by the PCC financially, and through volunteer time. A new Link Management Committee will be set in place to manage the Link Community Hub once refurbished and operating, and finances will be separately accounted. The intent is that the Link Community Hub will be financially self-supporting (neither making a profit nor a loss) with funds reserved to cover future maintenance and repair.

It is intended that the Link becomes a vibrant centre for community activities. Rooms will be available for hire on long term commitment, short term commitment, ad hoc basis for groups, companies and individuals. The tariffs for room hire will be publicly available, but the intent is that discounts will be available for long term users and those user groups who are not-for-profit and providing services or activities for the benefit of the community. The level of discount available will be determined by the Link Management Committee taking into account the organisations purpose, and the Link’s financial budget (including forecast revenue v costs), but the tariff structure will be subject to review and approval by the PCC.

It is intended to convene a Link User Group to seek feedback from the regular users of the Link Community Hub.

#### c. Roles and Responsibilities

The people who have a role are the Rector, PCC, the Link Project Team, The Link Management Team. Some members of PCC staff will provide support to the Link on a part-time basis (costs allocated to the Link).

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<sup>1</sup> The Parochial Church Council of the Ecclesiastical Parish of Haslemere– Charity number 1127927, also known as “the PCC”

**The Rector** is the Chair of the PCC and meets regularly with the Church wardens who have a statutory responsibility (along with the PCC) to manage and maintain the church buildings. The Rector will:

- Ensure regular review of the Link project at PCC
- Ensure that the Management and Maintenance Plan is regularly listed on the agenda of the PCC to track progress

### **The PCC**

- Appointed (Jan 2022) volunteers to a Link Project Team to develop the project, lead community engagement and apply for funds, and regularly review progress
- Fund the development phase of the project
- Employee staff (Parish Administrator, Cleaner, Caretake) who will provide support to the Link (part of their role with time and cost allocated)
- Review and approve the management procedures for the Link
- Contract and make payment for Utilities (cost allocated)
- Appoint a Link Management Team (prior to commissioning) to manage the Link Community Hub and approve the terms of reference
- Review and approve the annual budget, tariffs and supervise the reserve fund for future maintenance

### **Link Project Team (before commissioning)**

- Lead engagement with users, community groups, authorities and potential funding organisations to develop a fundable project that meets community needs
- Develop the design and layout of the Link to meet community needs
- Manage the contract with the architect, tender process and appointment of contractors
- Identify sources of funding and complete applications
- Develop the applications for Local Authority Planning and required approvals
- Report to PCC for project endorsement following funding and tender (prior to contract award)
- Supervise the project through construction
- Procure furnishing and facilities

### **Link Management Team (from 6mo prior to commissioning)**

- Develop management procedures for PCC approval
- Develop Terms of reference for the User Group
- Review the tariff structure and booking terms and conditions for the Link
- Develop a launch plan (social media, community engagement, dialogue with identified users)
- Manage completion of the Management and Maintenance Plan
- Advertise and promote the use of the Link
- Manage the maintenance and operation of the Link

### **Parish Administrator**

This part time employee works for the Parish based at the office in the Link. They will continue the current role plus have additional tasks related to the Link. Time (and pro-rata cost of employment) will be allocated to the Link

- Maintain the booking section of the website, and calendar
- Confirm online requests for bookings, and ensure that user is aware of the T&C and Safeguarding Standard
- Purchase of consumables
- Be primary daytime contact for users (confirmation of access, questions about facilities, reporting of issues)
- Report to Link Management Team on usage, and any issues

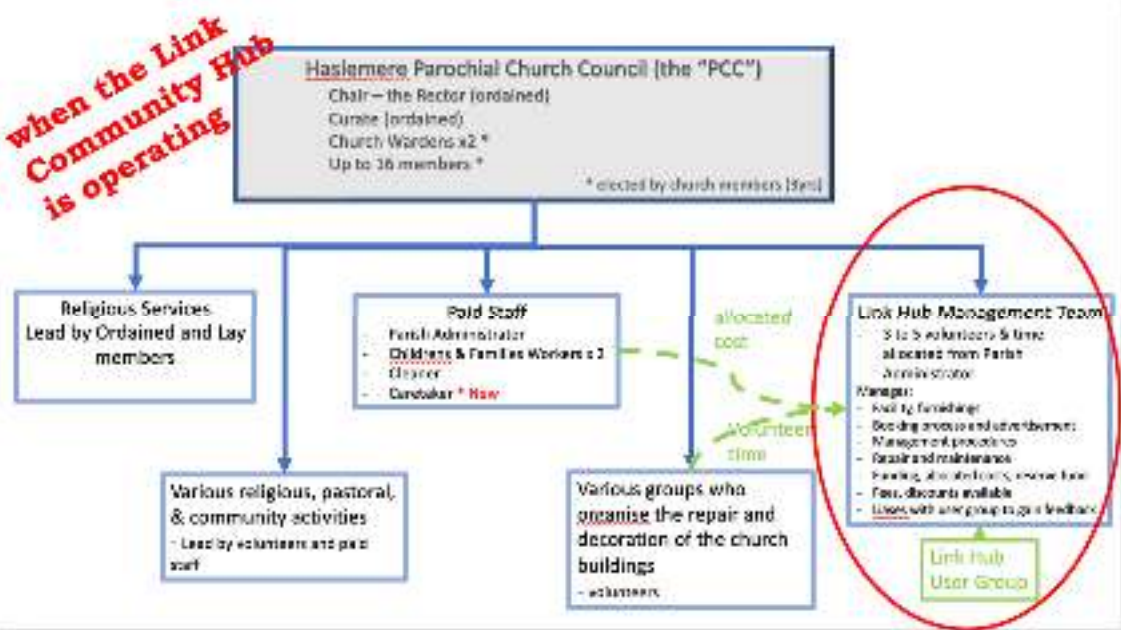
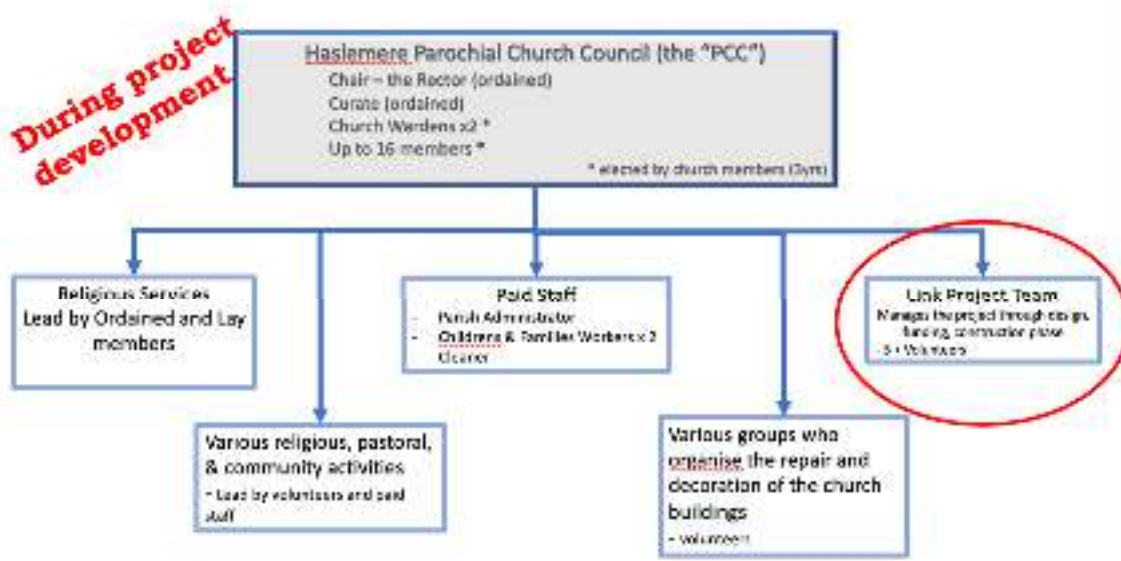
#### **Cleaner**

- Will clean the Link at least once per week and ad hoc after major events
- Time (and pro-rata cost of employment) will be allocated to the Link

#### **Caretaker**

- Will set up rooms according to usage
- Responsible for set up and take down of furniture for major events
- Check the facilities for cleanliness (minor cleaning), waste, damage daily
- Will primarily work for the Link, but some time (and pro-rata cost of employment) may be allocated to the Church from time to time for work in other church buildings

#### d. Organisation Chart



To-do List	
What	Develop the terms of reference for the Link Steering Committee <ul style="list-style-type: none"> <li>- identify suitable volunteer members</li> </ul> Develop the terms of reference for the User Forum
Target Completion Date	6mo prior to commissioning
Who will complete and approve this activity	PCC



## e. Emergency Information

To-do List	
What	Emergency Contact information for during the build phase <ul style="list-style-type: none"> <li>- to be secured by each site entrance</li> <li>- to available on parish website</li> </ul>
Target Completion Date	1 mo. prior
Who will complete and approve this activity	Contractor, to be approved by Project Team Lead

To-do List	
What	Emergency Contact Information for the building once in Operation To Include: <ul style="list-style-type: none"> <li>- Parish Administrator and state office hours</li> <li>- Out of hours contact (emergency)</li> <li>- Reporting of HSE issue (email)</li> <li>- Reporting of Safeguarding concern (email, phone)</li> <li>- Callout numbers for lift maintenance / door access</li> </ul>
Target Completion Date	3 mo. prior to commissioning
Who will complete and approve this activity	To be approved by Project Team Lead and Church Wardens

## 2. Governance and Policies

The Link Community Hub is owned by the Parish of Haslemere and governed by the PCC. The policies and procedures adopted by the PCC will apply to the Link Community Hub. Where additional governance is required due to the nature of the building or its' use, specific procedures will be developed by the Link Management Committee and submitted to the PCC for approval.

At the date of this document the following policies and procedures are in place:

- Health Safety & Risk Policy
- Safeguarding Policy
- Data Disclosure
- Financial Exposure Authorities
- Building Hire Agreements
- Church of England policy on Safer Recruitment

To-do List	
What	Review activities and processes and determine any other policies or procedures needed to be in place. These may include: <ul style="list-style-type: none"> <li>- Management and Maintenance of the Link (Inc. accounting and sinking fund)</li> <li>- Security and access to Link</li> <li>- Food storage and waste disposal</li> </ul>
Target Completion Date	3 mo. prior to commissioning
Who will complete and approve this activity	Link Management Team, approved by Church Wardens

### 3. General description of the project

#### a. Capital Project

Haslemere Parish is seeking capital funding for this project that will be invested in the addition of an upper floor, and complete refurbishment of an existing building. The building will then be operated by Haslemere Parish for the benefit of the community. Once refurbished the project will be self-funding (making neither a profit nor a loss) and surplus revenue from building hire will be held in a building fund for later maintenance and repair, or used to discount hire costs to support activities that are of benefit for the diverse community.

#### b. The Site

The Link is a community building in the grounds of St Bartholomew's Church, Haslemere. The building was constructed around 1870 and is Grade II listed for its group value with the church. It was originally St Bartholomew's School, and has been used for a number of educational, community and parish activities since the 1980s. Whilst owned by Haslemere PCC (a registered charity) it is available for community use and private functions.

The site is located within the town boundary of Haslemere and is only a 9-minute walk from Haslemere's train station. Trains from Haslemere offer direct onwards travel to London (Waterloo). The building is a very short walk from a bus stop with routes to the town centre and Guildford.

The parish has identified, in discussion with a number of groups that require space for rent, that there are community needs that the existing building is unable to meet. In response to this a feasibility study was carried out to look at the needs of the local community, and utilisation of venues that already exist in Haslemere. This identified a need for more affordable community space within the town.

There is a particular need for small spaces for counselling and other one-to-one meetings, but also for larger spaces for groups to be able to exercise, or enjoy other recreational activities designed to improve mental health (often referred to as Social Prescribing). A common theme

is that these organisations also need office space in buildings they use. All these needs resonated with the Parish's desire to have a building that is more functional and accessible to the community.

Contained on three sides by a road and churchyard and to the front by a small car park there are no opportunities to meet these needs through ground floor expansion. However, there is considerable space within the roof and by filling in-between the ridges the proposed design would add an upper floor with limited external visual impact. The vision is to create an attractive, multi-user facility within the existing building envelope, with minor extensions to facilitate access.

The building will provide a variety of spaces to meet the needs of the community, young and old, its openness to the community signalled by access to the community hall from the Derby Road end of the building.

Whilst respecting its Grade II status, the building will have a 21st century feel, using good quality materials, fittings and furnishings. Its use of technology will be future-proofed as far as is possible, it will be energy efficient, and provide a safe and secure environment for all users.

It will be uncluttered, with excellent storage on each floor of the building and in a redeveloped store in the car park (in the former boy's toilets).

Building requirements to support the vision are:

- Creation of an upper floor built into the roof to include a reception area and meeting rooms/ counselling rooms accessed from this (for meet/greet but also security for volunteer counsellors)
- Accessibility/lift to the main entrance and upper floor, and accessible lavatories
- Entrances, WC, storage and drink preparation facilities that allow two different community groups to use the main hall and upper rooms separately and independently (for confidentiality and safeguarding)
- A kitchen suitable for supporting events in the hall
- Good storage for users
- A community hall
- Improved and visible access from Derby Road
- A shared office/reception that may be used by the parish and other organisations
- Energy efficient (solar panels, underfloor heating, insulation)
- External bicycle and pram storage
- Good quality and durable finishes to create an attractive and welcoming venue for a wide range of community and church activities for all ages.

#### c. Legal and planning issues including designations, leases, licenses

This project requires local authority planning consent, and listed building consent. The application was made in April 2023 and approval was received dated [ ], with the following conditions

[List any conditions]

d. Heritage

Based on this research, we have concluded that The Link's significance comes from its group value with the church, as stated in the listing entry, but also due to its use as a school for more than 100 years. The use of the building and its significance to the parish and to Haslemere's community makes it a very special building to preserve for future generations. The fabric of the building is also important, as well as its architectural features, but this is not what makes this building important. Therefore, its historic value - based on its continuous use - overcomes the architectural value.

The decoration of the Link Community Hub will include record and celebration of the buildings development and use during the first 150 years of its life.

To-do List	
What	Record of building heritage Work with the Waverley Heritage officer and architect to develop visual representation of the Link building development and usage.
Target Completion Date	12mo prior to commissioning – for installation at commissioning
Who will complete and approve this activity	Link Management Team, approved by PCC

To-do List	
What	Selection of materials
Target Completion Date	Prior to start of construction
Who will complete and approve this activity	Link Management Team/ Architect, approved by Waverley

e. The Community

Demographics (from the Needs Assessment). The total population (Haslemere Town) is 12,888. Haslemere has an age profile which indicates more under 20's and over 65's than the norm for Waverley and England generally, and more primary school aged children than across Waverley. The population is overwhelmingly white (95%) and contains recently arrived refugee groups from Syria, Afghanistan and Ukraine. All socio-economic groups are represented and follow a similar distribution to Waverley. 26% of the population are retired.

The details of the significant community engagement are set out In the Needs Assessment, including the range of possible uses for a new affordable community space. In this project the

building will be serviced by some part time staff, and its supervision and management will be coordinated by a Hub Management Team that includes volunteers and the Parish Administrator. The day-to-day management of the facility is however not dependent on volunteer time. Some of the users will be volunteer groups which have their own systems of recruiting and training volunteers that have been honed through years of experience.

The engagement with parishioners, residents, town council, and community groups (See Needs Assessment) has raised awareness of the project and plans to have an upgraded building for community use. Indeed, we have seen increased interest in room hire from local groups (although the building is unsuitable for some in its current form). There is a high footfall along Derby Road and the local High Lane Estate, so many local residents will be aware as the construction project comes to a close. A communication and launch plan will be developed to ensure that Haslemere residents are aware of the opening of the Link Community Hub.

Regular users of the Link Community Hub have already been identified (including Citizens Advice Waverley, Crossways Counselling, Hear Here, and several community groups and sport classes who currently use the existing building despite its shortcomings. The PCC intend to set up a user group, inviting a representative from each regular user, and also to seek feedback from ad hoc users. The Link Management Team will seek feedback on the users experience of booking, accessing and using the Link and its facilities to ensure that issues (and potential blocker for future use) are identified early and resolved.

Haslemere had a strong record of community engagement and volunteering, and the church community itself has many enthusiastic volunteers who bring a breadth of skills and experience. To date this project has been volunteer run. The church has a strong record of engaging and involving those who wish to volunteer but not necessarily worship. We are an inclusive church – all are welcome.

There will be no commercial activities based at the Link Community Hub initially (no commercial café, shop or restaurant).

To-do List	
What	Communication and Launch Plan <ul style="list-style-type: none"> <li>- Press and social media, including facilities and how to book</li> <li>- Open House visits (once site is suitable)</li> <li>- Community Service and Blessing</li> </ul>
Target Completion Date	6 mo. prior to commissioning
Who will complete and approve this activity	Link Project Team / Parish Administrator <ul style="list-style-type: none"> <li>- To be approved by Church Wardens and PCC</li> </ul>

## 4. Operating procedures

The existing parish policies are set out in Section 2 above. These will be reviewed before the opening of the new building, and additional detailed operating procedures will be required specifically related to the Link

To-do List	
What	Booking policy, process and fees <ul style="list-style-type: none"> <li>- Identify and set up a booking system to include on-line request, checks for safeguarding, checks for validity of community discount</li> <li>- Develop a schedule of fees per room</li> <li>- Develop criteria for fee discounts</li> <li>- Develop a budget for the Link with forecast booking, income, build of reserves, discounts that are viable</li> <li>- Update parish room hire policies as appropriate</li> <li>- Review long term hire documentation</li> </ul>
Target Completion Date	12mo prior to commissioning
Who will complete and approve this activity	Link Project Team / Parish Administrator <ul style="list-style-type: none"> <li>- To be approved by Church Wardens and PCC</li> </ul>

To-do List	
What	Building Management and Cleaning <ul style="list-style-type: none"> <li>- Identify the routine schedule for cleaning, furniture set up/take down, routing maintenance (as per section 6)</li> <li>- Develop role description for caretaker and commence recruitment process</li> <li>- Develop training plan for staff and volunteers for key equipment (locking, security, heating, kitchen, AV, lifts)</li> </ul>
Target Completion Date	6mo prior to commissioning
Who will complete and approve this activity	Link Project Team / Parish Administrator <ul style="list-style-type: none"> <li>- Rector / PCC to manage the recruitment process for Caretaker and cleaner (PCC employee/contractor)</li> </ul>

To-do List	
What	Develop / review the Link Budget and Letting Plan
Target Completion Date	12mo prior to commissioning
Who will complete and approve this activity	Link Project Team / PCC Finance <ul style="list-style-type: none"> <li>- Develop a budget for the Link with forecast booking, income, build of reserves, discounts that are viable</li> </ul>

	<ul style="list-style-type: none"> <li>- Develop and agree discount strategy to support community activities</li> <li>- Develop and agree lease costs for long term use</li> </ul>
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To-do List	
What	Signage
Target Completion Date	3mo prior to commissioning
Who will complete and approve this activity	Agree list of signage to explain operation and contact details

## 5. Asset Register

To-do List	
What	<p>Create an Asset Register</p> <ul style="list-style-type: none"> <li>- List and description of assets within the building (equipment, furniture, decorative, catering)</li> <li>- For all equipment list: <ul style="list-style-type: none"> <li>o Make &amp; model</li> <li>o Manufacturers contact details</li> <li>o Spares to be held on site</li> <li>o Routine maintenance (see 6 below)</li> </ul> </li> </ul>
Target Completion Date	1 mo. prior to commissioning
Who will complete and approve this activity	Link Project Team / Contractor

## 6. Maintenance procedures

To-do List	
What	<p>Develop Maintenance Procedures</p> <ul style="list-style-type: none"> <li>- Based upon manufacturers information, write a list of regular maintenance schedule</li> <li>- Identify the skills required, and personnel to be trained (including staff and volunteers, for backup)</li> <li>- Set up a schedule of training and a reminder for routine refresher training</li> <li>- Set up a management system to track maintenance, training and certification (Churchsuite flow?) and implement</li> </ul>
Target Completion Date	1 mo. prior to commissioning

Who will complete and approve this activity	Link Project Team / Contractor
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## 7. Commissioning data and certification

To-do List	
What	Create a library of all certificates, guarantees and warranties Create a schedule of all required maintenance that is needed to maintain warranties & include in maintenance procedures
Target Completion Date	1 mo. prior to commissioning
Who will complete and approve this activity	Link Project Team / Contractor

## 8. Manufacturer's literature

To-do List	
What	Links to Operating Instructions, Warranties etc for Equipment listed in 6 above
Target Completion Date	1 mo. prior to commissioning
Who will complete and approve this activity	Link Project Team / Contractor

## 9. Appendices

Left intentionally blank at this time



## Link Community Hub Letters of support

Organisation / name	Date	Comments
MP Jeremy Hunt	4/8/2022	Fantastic opportunity
Citizens Advice Lynn Hannah CEO CAW	11/7/2022	Uniquely positioned to reach vulnerable people
Crossways Counselling Service David Wilbrahim Chair	16/08/2022	I wholeheartedly support the venture
Town Council Simon Dear	15/08/2022	I very much hope the project will be supported
Chamber of Commerce Craig McGowan President	31/08/2022	This project is deliverable and will be well managed
Councillor John Robini Town, Waverley and County	2022 - 07/09/2023	I continue my support for this project
Town Councillor Isabelle Cole	14/08/2022	I will do all I can to support it
Haslemere Festival Hamish Donaldson	14/04/2023	The hub will be a great improvement on the existing Link
Haslemere for Ukraine / Food Bank / Clothes Bank Jo Mackay	08/09/2023	I express my support for the Link Community Hub. Suggested activities including using it for the Clothes Bank
Syrian and Afghan refugees Maggie Hamilton	09/09/2023	Underrepresented groups which need affordable space. It would be advantageous to have a reconfigured and revitalised Link
A Place to Be Chloe Adam	19/05/2023	There is 100% a demand for this space and for more spaces for young people.
Hear Here Sophie Bessant	28/09/2023	This is a vital support to our increasingly aging population
Chloe Adam	19/05/2023	I would like to use my skills and training to set up a support group for neurodiverse children. The proposals for the Link building offer a wonderful space that would be perfect for this group
Haslewey Magda Manager	10/08/2023	The potential impact of the Link is immense
Haslemere Amnesty International group Maggie Monteath	17/09/2023	There is a shortage of meeting spaces at this end of town
Local Councillor Bryan Carroll	11/09/2023	This is a highly needed initiative
Local councillor Farzana Aslam	10/09/2023	I would be delighted to support the project
Children and families worker and uniform shop Victoria Martin	28/09/2023	The cost of living crisis is hitting many families on the High Lane estate hard.



RT HON JEREMY HUNT MP



2 Royal Parade, Tilford Road, Hindhead, Surrey GU26 6TD



4<sup>th</sup> August 2022

Dear Sir

The proposal to develop The Link, an old school building next to St Barths church in Haslemere, represents a fantastic opportunity to update and fully utilise this historic building for the town and this part of Haslemere and its community.

We currently have a real lack of suitable meeting spaces and facilities for many local groups and at least two excellent organisations in need of new homes.

The first of which is a charity, Crossways Counselling, which provides some amazing counselling services for many people with mental health issues. The charity has been struggling to find a new space since they vacated their last location. The demand for their specialist services has been growing significantly and, in these times, when we are all the more aware of our mental health, they desperately need space for their existing services not to mention their ambitious growth plans to cope with the demand on their counsellors. They also hope to develop counselling services for younger people and children.

Another invaluable organisation is Citizens Advice Bureau (CAB) who are about to lose their current premises in the town. Whilst it is hoped that somewhere suitable can be found in the interim, there is currently no suitable obvious space for the CAB and as such the new facilities in the old school building would be ideal for them. These facilities might include interview rooms and office accommodation that would support a first-class operation.

I do hope you can support and look favourably on this application for some financial support from the Community Fund. Many thanks in anticipation.

Best wishes

A handwritten signature in blue ink that reads "Jeremy Hunt".

**Jeremy Hunt MP**  
*Member of Parliament for South West Surrey*





**Waverley**

DP to edit  
Send back / use

36 Bridge Street  
Godalming  
GU7 1HP

11 July 2022

To Whom it May Concern

**Letter of Support to Lottery On behalf of the Parish of Haslemere, The Links- Re-imagined Project**

Citizens Advice Waverley are currently working with the Parish of Haslemere on their project The Links. The project of converting the current building to a new high specification community building is welcomed across Haslemere. This is a major gap for the voluntary sector to find suitable, confidential space to advise our service users without having to compete in the commercial side. Our community is the result of the hard work and determination of our pioneers, many of which are volunteers.

Therefore, as a local community-based service in Haslemere, I am honoured to provide this letter of support to The Lottery Fund for the Parish of Haslemere's Project Proposal and their efforts to obtain the critical renovations that are required to continue to provide services to the members of our community.

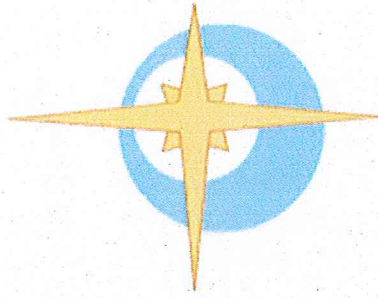
Citizens Advice Waverley continues to work to improve the lives of the residents and workers in Waverley in our community. The building renovations are long overdue. By approving their proposal, and working together, we will be able to increase capacity to meet the needs of our vulnerable clients in the community.

Our organisation recognises that the Parish of Haslemere is uniquely positioned to reach vulnerable people in these rural areas. We know that, if provided with the necessary financial support, that residents will have increased access to the many support services and programmes to enhance the health and wellbeing of our people in Haslemere.

**Chief Executive Lynn Hannah**

Charity registration number 1098859 Company limited by guarantee  
Registered number 4823693 England; ICO: Z8544641  
Authorised and regulated by the Financial Conduct Authority FRN: 617568  
Registered office: 36 Bridge Street, Godalming, Surrey. GU7 1HP





**crossways**  
counselling service

28 Tyndalls  
Hindhead  
Surrey  
GU26 6AP

16<sup>th</sup> August 2022

To Whom it May Concern

**Letter of Support for the Lottery Fund application by  
Haslemere Parish – "The Link Re-imagined"**

I am the Chair for Crossways Counselling [Registered Charity Number 275053] <http://crosswayscounselling.org.uk/wp/> CROSSWAYS was founded in 2000 to provide a professional counselling service in Haslemere and the surrounding area for adults who otherwise would not be able to afford private counselling sessions. Counselling is offered to all, regardless of background, gender, sexual orientation, religious or ethnic origin, and can offer help to individuals experiencing a variety of difficulties such as: stress, depression anxiety or confusion, redundancy retirement or work related issues, relationship or family difficulties, bereavement or loss, abuse, sexual orientation and gender identity issues.

In order to provide this service we require suitable premises from which to operate. Over the past few months I have had a number of discussions with representatives of St Bartholemew's Church, Haslemere in regard to their building, known as, 'The Link' and the prospect of this becoming an operating base for our current service provision but also to enable much needed future plans for relationship/couples counselling, provision for those aged under 18, and the potential for community based group support.

I have seen the proposals for the changes to the current building and I am writing to wholeheartedly support the above venture. The planned project is to expand the building by adding an upper floor, which would provide high quality spaces for community services, including confidential spaces for counselling and meetings.

CROSSWAYS currently has ten counsellors who provide 25 counselling sessions each week. Clients are from the Haslemere area and we offer professional, confidential and affordable counselling to all. To support the counsellors we also require rooms to hold regular clinical supervision



groups in compliance with guidelines from the British Association of Counselling & Psychotherapy.

Further development of our services would require not only appropriate facilities for individual 1:1 counselling but would also be mindful of good access for all regardless of physical ability or limitations. The provision of an administrative base would be a huge gain as would larger community rooms to enable group work.

Haslemere is in many respects a wealthy town but this does not mean that across the whole social spectrum there are not considerable needs. Often hidden, whether due to wealth, social embarrassment, or economic poverty the provision of an accessible, affordable, professional and effective counselling service is a strong source of support. I believe the proposals for the redevelopment of 'The Link' would make a significant contribution to the local community and would become an integral part of the local social landscape. There are a number of larger community premises available but few providing the flexibility to cater for small group and individual counselling requirements.

Should you require any further information then please do not hesitate to contact me directly.

Yours sincerely

Canon David Wilbraham MBE

Canon David Wilbraham MBE | National Police Chaplain |  
Coordinator, National Police Memorial Day | Chair, Police Roll of Honour Trust | Chair, CROSSWAYS  
Counselling

Telephone | Mobile [07973 367786](tel:07973367786)

E-mail: [david.wilbraham@thamesvalley.pnn.police.uk](mailto:david.wilbraham@thamesvalley.pnn.police.uk)

S.P.M. Dear

Hillside House, Petworth Road, Haslemere, Surrey GU27 2HZ.

Telephone: 01428 645721 E-mail: [simon.dear@haslemeretc.org](mailto:simon.dear@haslemeretc.org)

To Whom It May Concern,

15<sup>th</sup> August 2022

Dear Sir/Madam,

**HASLEMERE - THE LINK PROJECT, ST BARTHOLOMEW'S CHURCH**

As a Borough and Town Councillor and immediately past Mayor of Haslemere, this letter is to record my wholehearted support for the plans for the refurbishment and improvement of The Link.

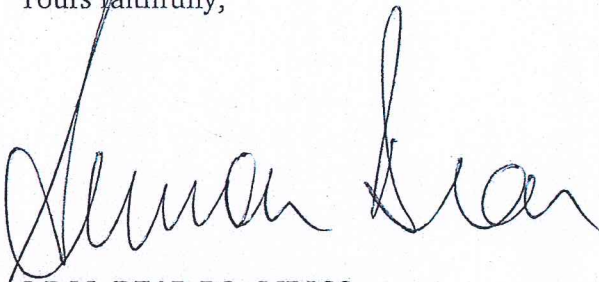
The Link is a bit of a misnomer as it is an entire building of its own, connected to the Church, but the present layout and design belong to a different era and are now very inefficient, impractical and expensive to maintain, as well as being far from environmentally friendly.

The scheme being proposed generates a great deal more usable space within the existing building envelope and would be able to offer much-needed room for community and other groups, several of which have been displaced by recent changes that are no fault of their own.

It is these sort of groups that form the core of our life in Haslemere, and allow the large reservoir of volunteers we have in the town to work for the benefit of others, particularly the more vulnerable of our residents.

I very much hope the project will be supported by National Lottery funding and is allowed to succeed.

Yours faithfully,



**S.P.M. DEAR BSc MRICS**

**Mayor of Haslemere 2021-2022**

**Town Councillor**

**Waverley Borough Councillor**



31/8/22

To Whom it May Concern

**Letter of Support for the Lottery Fund application by  
Haslemere Parish - "The Link Re-imagined"**

I am writing to support of the above project. Haslemere Parish own and operate the Link, a former primary school building in Haslemere which is in need of renovation. The planned project is to expand the building by adding an upper floor, which would provide high quality spaces for community services, including confidential spaces for counselling and meetings.

I am writing in support of Haslemere Parish's application for the funding that is needed to make this community project a reality as the Haslemere & District Chamber of Trade & Commerce (HCTC) believe this will offer a much needed counselling facility especially in this era of high tension and anxiety at all levels being suffered by business owners and their employees.

Such small businesses are particularly vulnerable to the pressures being faced in todays' world and mental illness can very quickly result in a loss of such vital staff. The pressure is increased due to the very small employment pool in the locality and already operating at minimum levels thereby making it doubly important to keep those employees they already have.

There are many local facilities to meet ensure the continuing physical well being of the owners and staff but nothing in respect of mental health and well being. The business owner does not have the skills or time to be able to help their staff through times of mental health problems but still need them to return to work quickly.

Upgrading the facility at The Link would allow the possibility of providing a local support service that such employees, and business owners themselves, could avail themselves of easily. These could take the form of lunchtime visits, for example, or at other times convenient to them and the

employer as the facility will be within walking distance of many businesses or a very short drive at the most.

The support offered by this facility could be immeasurable not only to the employee but the business as well by having everyone back working at the required levels in a more happier and stable environment.

The HCTC would be most happy to support such a service in any way it can should The Link be re-developed in the way being suggested.

The HCTC has developed a very close working relationship with the parish over these last few years with the Rev. Justin Manley-Cooper now a full time member of the HCTC committee. Our discussions regarding the project leads us to believe such a project is deliverable, will be well managed in view of the support being provided and in such a way to enable the HCTC to work intimately with the parish in the set up and functioning stages.

Should you wish to contact us further to discuss our views of the project and how we intend to support it then please do not hesitate to contact us as per the contact details below.

Yours Faithfully

Craig McGowan

President

07803 907821

[president@haslemerechamber.co.uk](mailto:president@haslemerechamber.co.uk)





Debbie Peet <peet.debbie@gmail.com>

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## The link

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John Robini <robinione@btopenworld.com>  
To: Debbie Peet <peet.debbie@gmail.com>

Thu, Sep 7, 2023 at 3:47 PM

Debbie

I am glad to continue my support for the project

Regards

John

[Quoted text hidden]



Debbie Peet <peet.debbie@gmail.com>

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## The Link

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Isabelle Cole <isabelle.cole@haslemeretc.org>  
To: Debbie Peet <peet.debbie@gmail.com>

Sun, Aug 14, 2022 at 4:44 PM

Dear Debbie

Thank you for your email - in fact just last week I was informally told about the proposal to insert a mezzanine floor in the Link in order for it to be able to accommodate the now 'homeless' C.A.B. as well as Crossways Counselling and other such groups .

I feel that this is very much in keeping with what a Parish Church should be providing for its community - and as Town Councillor for Grayswood and Haslemere North I will do all I can to support it.

With best wishes,  
Isabelle.

On 14 Aug 2022, at 15:34, Debbie Peet <[peet.debbie@gmail.com](mailto:peet.debbie@gmail.com)> wrote:

[Quoted text hidden]



# Haslemere Festival

**Registered address**

Edgecombe, Hill Road, Haslemere, GU27 2JN

01428 644473

donaldson@haslemere.com

14 April 2023

The Project Team  
The Link Community Hub  
St Bartholomew's Church  
Haslemere  
GU27 1BS

Dear Andrew,

As you will know, Haslemere Festival uses St Bartholomew's Church for Festival Concerts and sometimes for Talks. For example, the London Mozart Players are using the church on Friday 19th May for a concert as part of the next Haslemere Festival.

The new hub will be a great improvement on the existing Link as it will provide space for the performers to change as well as space for us to serve drinks and refreshments in the Interval. It is not possible to do both these things at present.

So you have my full support for this exciting project.

With best wishes

Hamish Donaldson MBE DL  
Chairman Haslemere Festival

**Registered Charity No 1104757**

**Company Number: 04918368 limited by guarantee**

Bank details: 60-10-14 87013002





Debbie Peet <peet.debbie@gmail.com>

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## Re: Support for The Link Community Hub

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Andrew Culshaw <andrew@culshaws.com>

Fri, Sep 8, 2023 at 5:20 PM

To: Jo Mackay <jomackay@btinternet.com>, Debbie Peet <peet.debbie@gmail.com>, Cathy Moore <cathyamoore@hotmail.com>

Jo,

I am a bit lost for words (which apparently is unusual!).

Thank you so much for this powerful endorsement which helps in so many ways, not least confirming that we didn't dream up the needs of Haslemere.

I have circulated with my fellow team members and will come back you after the weekend if that's OK although I am struggling just now to imagine what more could be said!

It would be great if we could meet with members of our teams as our work is so complementary although I sense as we are all very busy people that might take some arranging!

Thank you so much, not just for the letter but all that you are doing

With kind regards

Andrew Culshaw  
07889 855239

On 8 Sep 2023, at 16:57, Jo Mackay <jomackay@btinternet.com> wrote:

Dear Andrew

This email is to express my support for the Link Community Hub.

I am the founder of Haslemere for Ukraine, a group that was set up to support Ukrainian refugees in Haslemere and the surrounding area. I am also the founder of the Haslemere Clothing Bank and am heavily involved in the Haslemere Food Bank as a volunteer there. The Haslemere for Ukraine group was an amazing example of how a community can come together to help others. Taking the work that the group did, we have recently expanded the group to encompass not just Ukrainians but the wider community including other refugee groups, those on the fringes of society and those who perhaps don't currently feel that they are part of a community for whatever reason that may be.

There are a number of reasons why I am supporting the Link Community Hub project and why I can see the benefit to the voluntary groups of which I am a part.

### To support those within the community that are struggling

Haslemere is an expensive area in which to live. Many assume that it is an affluent community and, for many, this is true. However, there is another side to Haslemere which many do not see. Many families are struggling with the cost of living and, sadly, numbers attending the Haslemere Food Bank remain approximately 10 times higher than pre pandemic levels. Sadly we do not see this changing anytime soon. Take one example....For these families, things like organising birthday parties puts huge pressure on the family budget. Some can't even afford to buy a gift for their child never mind celebrating the big day by throwing them a party for them with their friends. The Link Community hub could be a great venue for people to use. At the moment, Haslewey is probably the best option these families have but this is situated in West Haslemere. Many families don't have access to transport and so Haslewey is difficult for them to reach. To have a venue they could use in East Haslemere would make a massive difference to them.



For the past few months, Citizens Advice have attended the Haslemere Food Bank on a fortnightly basis to offer our clients practical support and advice. It is clear that their presence there has helped a number of people within Haslemere. However, there are definitely families that would benefit from advice from the CAB that don't attend the food bank. There are also families that would benefit from CAB advice for whom coming to the food bank (which operates from the Haslemere Methodist church) is not a viable option location wise. It would be incredibly helpful to be able to offer this same support in a friendly and supportive environment within East Haslemere. The Link Community Hub would be perfectly situated for this.

The Haslemere Clothing Bank was set up pre pandemic and used to operate on a monthly basis from the Haslemere Methodist Church. The pandemic meant that we had to move the clothing bank online where it operates efficiently but where it doesn't reach everyone that needs it. The Community Link Hub could be a great venue for us to once again have a physical clothing bank, providing local families and individuals in need with free clothing. The clothing bank also plays an important role in protecting our environment, reducing the amount of clothing that goes to landfill.

#### To ensure all children have the same opportunities

For those families in Haslemere who can afford to do provide their children with extra curricular activities, the number of opportunities that children have open to them is huge. There are clubs offering everything from football to yoga, cookery to aerial gymnastics. However, for those at the other end of the spectrum, things are very different. It would be amazing to have a space where we can run holiday clubs for children of all backgrounds, with the ability to offer free or partially funded places to families that otherwise could not afford to attend. The Link Community Hub would be a fantastic venue to enable us to do just this. The kitchen would potentially allow us to run cookery clubs for kids teaching them vital cooking skills that they perhaps aren't learning at home from their parents, whilst we could use the main hall for a wide range of clubs to cater for all children's interests from sport to art and much more.

#### To provide vital mental health services

Offering our Ukrainian guests counselling support was one of the most important ways in which we could help them. Mental health support is also hugely needed within the local community both amongst children, teens and adults. This is really apparent in my role as a volunteer at the food bank. However, there is a clear lack of mental health support in the area. The fact that The Link will have purpose built sound-proofed rooms to allow them to offer counselling and mental health support will make a massive difference to many people within the community.

#### To provide physical and mental health support for adults

There is a clear link between physical and mental health. One of the things we set up for Ukrainians in the community was free yoga classes. This was seen as a way to help them with their physical and mental health. The space that the Link Community Hub offers would be perfect for adult fitness classes. It would also be a great meeting place where they can form friendships and create their own support networks.

One of the other initiatives that the Haslemere Food Bank are involved with currently is a free community meal which is prepared and served up by Oli Leech (town counsellor and owner of Oliver's Cafe). These are completely free to attend and everyone can come and enjoy a free 2 course dinner. It is clear from these that they are appreciated not because it means those that attend can get a good, healthy home-cooked meal, but also as it is combatting loneliness within our community. Again, these take place in a venue in West Haslemere which means that many in the east of Haslemere don't attend. It would be fantastic to roll out a similar initiative at the Link Community Hub.

Regards

Jo

Jo Mackay  
Bookings For You  
p: +44 (0)1428 645421  
m: +44 (0)7979 466258  
w: [www.bookingsforyou.com](http://www.bookingsforyou.com)  
e: [info@bookingsforyou.com](mailto:info@bookingsforyou.com)  
s: @bookingsforyou





Debbie Peet <peet.debbie@gmail.com>

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## Fwd: The link

2 messages

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**Cathy Moore** <cathyamoore@hotmail.com>  
To: Debbie Peet <peet.debbie@gmail.com>

Fri, Sep 8, 2023 at 7:19 PM

Cathy Moore

+44 (0) 7593 814438

Begin forwarded message:

**From:** Maggie Hamilton <mcbjpe.hamilton03@gmail.com>  
**Date:** 8 September 2023 at 18:56:55 BST  
**To:** Cathy Moore <cathyamoore@hotmail.com>, Andrew Culshaw <andrew@culshaws.com>  
**Subject:** The link

For six years I have, on behalf of St Bartholomews, been supporting refugees who come to live in Haslemere, Syrians and Afghans. Currently two Afghan ladies are having English lessons from retired ESOL qualified teachers in St Christopher's upper room, which is cosy but relatively small. There is a need for a larger room for the refugees to meet each other in and for those who support them. Obviously somewhere that is affordable is key. It would also be very helpful if there was a range of room sizes that could be requested according to the occasion. The current facilities are not very flexible and a large room is not always appropriate or conducive to a positive ambience. It would be advantageous to have a reconfigured and revitalised Link. The Link has the advantage of having sufficient parking nearby and some on site.

Maggie Hamilton  
St Bartholomews and St Christopher's Refugee Coordinator

Sent from my iPhone

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**Debbie Peet** <peet.debbie@gmail.com>  
To: Cathy Moore <cathyamoore@hotmail.com>

Sat, Sep 9, 2023 at 7:47 AM

So definitely an underrepresented group. Thanks  
Will produce a needs assessment as soon as I can and work on cross referencing the items of evidence of which this email will be one

D

Sent from my iPhone

On 8 Sep 2023, at 19:19, Cathy Moore <cathyamoore@hotmail.com> wrote:

[Quoted text hidden]

Beech Hill House  
Beech Hill Road  
Headley  
BORDON

GU35 8DW<sup>th</sup>

19<sup>th</sup> May 2023

To whom it may concern:

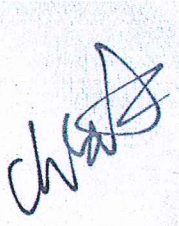
I am the youth leader for a small charity based in Haslemere, currently named A Place to Be but will be rebranded by asking the kids their preferred name as there is a national charity with the same title.

We currently offer a safe space for children aged 11 to 14 (years 7 to 9) between 7 and 9pm on Friday evenings in a local primary school. The activities are a blend of social, educational, sport, craft and mindfulness and food is also provided. Up to 45 kids attend although we do have to turn some children away. One week 60 would have attended if they could. We charge £2.50 as most cannot afford the £7 to £10 per session required to attend sports, clubs or other activities.

We would like a regular booking in a space like the new designs for the Link. This is such an exciting proposal. Our slot in the school is cancelled more than we would like and our kids need the consistency of knowing the activities are available every Friday. Losing the chimney in the centre of the room will open up the space and it is close to the High Lane Estate where I know there is both need and opportunity. Having a clear entrance is more than just a bonus.

We would like to do more with more space, money and volunteers. The Link building will give us a chance to do all this. There is 100% a demand for this space and for more spaces for young people. At the moment there is nothing for young people in years 10 and 11 in Haslemere and we could see a way to providing such activities.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Chloe Adam', is written over a light blue rectangular background.

Chloe Adam

Youth Leader A Place to be Haslemere



To Whom it May Concern

### **Letter of Support for the Link Community Hub**

I am writing in support of Haslemere Parish's application for the funding that is needed to make this community project a reality.

Haslemere Parish own and operate the Link, a former primary school building in the town which is in need of renovation. The planned project is to expand the building by adding an upper floor, which would provide high quality spaces for community services, including confidential spaces for counselling and meetings.

I am a coordinator for the Hear Here project which is a joint venture between the NHS and the Diocese of Guildford. The Audiology department at the Royal Surrey County Hospital use us as the first point of contact hearing aid maintenance clinics at 1 of 52 venues in and around Guildford, including one in Haslemere based in the Link. These clinics have hearing champion volunteers who test NHS hearing aids, can replace batteries and retube or replace domes as needed. They issue advice as needed and if a device is broken or damaged can refer to the audiology department at the hospital. 188 people a month are helped by this service. It is a vital support to our increasingly aging population to maintain their hearing.

The new facility proposed will give more privacy to the clients as they could enter through a separate entrance and be seen in a confidential space and in a quiet room on the second floor. I also recognise that only one type of activity can take place in the current building at any one and the new facilities will enable more community activities to take place at the same time.

I strongly support the project and enclose some descriptions of our work.

Yours faithfully



Sophie Bessant (Mrs)  
Hear Here Project

28/09/2023.



# Hear Here - Hearing Clinic

A FREE service for people with NHS hearing aids includes:

Basic Maintenance, Battery Supply, Cleaning & Re-Tubing, Trouble-Shooting and Advice

Sessions will be held at

The Link (St Bartholomew's Church) on:

10:00am – 11.30am, every 2<sup>nd</sup> and 4<sup>th</sup> Thursday

Our NHS volunteers are trained by the audiology department of the Royal Surrey County Hospital. Visiting the Hear Here clinic may save travelling long distances or the difficulties of access to the hospital.

The Hear Here scheme was launched in March 2013 as a partnership between Guildford Diocese and the NHS. There are now over 200 people trained in hearing aid maintenance. Hear Here was successful in winning the Faith Action & Health Award in 2018 for continuing to provide support for those with hearing loss across Surrey and North-East Hampshire.

Enquiries to:

[Hearingchampion@halsemereparish.org](mailto:Hearingchampion@halsemereparish.org)



ANSWERS TO Quiz on P.18:

1. Bevis Marks Synagogue.
2. Ahmadiyya Muslim Community.
3. Abraham.
4. Wells Cathedral, Somerset.
5. Exoteric: Knowledge or information suitable to be imparted to the public.
6. 1991.
7. England.
8. Sir Arthur Conan Doyle.
9. Dirk Gently.
10. Dragons.
11. Colorado, USA.
12. Bomarzo, Italy.
13. Half a million.
14. Bohemian Rhapsody by Queen.
15. Folsom Prison.
16. Iggy Pop.

## Here Hear – Volunteer Role Description

### Introduction

1 in 6 people have a hearing loss in our Diocese. An increasing older population and longer life expectancy, and recent Covid restrictions, have increased isolation within our communities especially among the elderly and those with hearing impediments. Our church buildings provide an excellent opportunity to welcome and accommodate those with sensory loss to aid communication. The Hear Here Project seeks to address these issues by providing a safe and welcoming environment whilst also providing an essential service. The aim of the role is to help improve communication/participation and reduce any social isolation that adults with hearing loss may experience.

### Hearing Champion

### Role Purpose

To be a Champion for the Hear Here project, to welcome, care for and assist clients with their hearing aid problems. You will play an integral role in providing information, support, and reassurance. This involves tasks such as performing basic NHS hearing aid servicing and maintenance and signposting to other service providers in the area.

### Responsibilities and Duties

- To attend clinics at a specific time and place as agreed with the Lead Champion.
- Perform basic NHS hearing aid maintenance checks and servicing
- Supply and fit new batteries.
- To attend new Hearing Champion and refresh training as directed by the Lead Champion.
- Have an up to date DBS certificate and have completed Safeguarding training.
- Reporting to the Lead Champion,
- Outline hospital audiology pathways in your area
- Understand the importance of always maintaining patient confidentiality

### Accountable to

- The Lead Champion

Chloe Adam

[chloe.adam989@gmail.com](mailto:chloe.adam989@gmail.com)

19<sup>th</sup> May 2023

To whom it may concern:

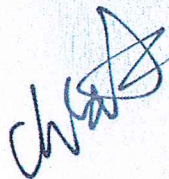
I am the youth leader for a small youth charity based in Haslemere.

The charity currently offers a safe space for children aged 11 to 14 (years 7 to 9) between 7 and 9pm on Friday evenings in a local primary school. The activities are a blend of social, educational, sport, craft and mindfulness and food is also provided.

However I am aware that there is very little on offer for neurodiverse children in the town. I would very much like to use my skills and training to set up a support group for this highly underrepresented group. The proposals for the Link building offer such a wonderful space that would be perfect for such a group.

I am aware of the limitations of the current building having run childrens' activities in the building a few years ago. The designs take all the limitations of the current building away as far as I can see and open up so many flexible spaces that could be used for childrens and youth activities. The new entrance is very much needed so kids know where to come and I even noticed that the dangerous exit from the car park will be improved. No more horrible carpet is simply a bonus.

Yours faithfully



Chloe Adam

Youth Leader A Place to be Haslemere





Debbie Peet <peet.debbie@gmail.com>

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## Haslewey

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Magda@haslewey.org <Magda@haslewey.org>  
To: Debbie Peet <peet.debbie@gmail.com>

Thu, Aug 10, 2023 at 2:02 PM

Dear Debbie,

I hope this is ok.

The potential impact of Links is immense. It's not just about a physical location; it's about revitalizing connections, revitalizing lives. By bringing people together, offering transportation solutions, and providing a space for personal growth and engagement, Links is set to change lives for the better.

Links isn't just a physical space; it's a place for fostering social interactions. From groups and workshops to hobby clubs and coffee mornings, there will be a wide range of activities to cater to diverse interests. Loneliness will be replaced by laughter, learning, and shared experiences.

Beyond socializing, Links envisions a complete support system. They are exploring partnerships with healthcare providers, wellness experts, and more, ensuring that individuals' needs are met under one roof.

[Quoted text hidden]

52 of 14,648

- 99+
- Compose

Mail

Inbox 3,007

Starred

Snoozed

Important

Sent

Drafts 8

Categories

More

## Labels

- [Gmail]All Mail
- Deleted Items
- Link project 2
- Personal
- Sent Items
- More


**Andrew Culshaw**

to Maggie, cathyamoore, me

Sun, Sep 17, 2:10 PM (8 days ago)

Dear Maggie

Thank you so very much for your letter of support - this is most helpful as it pinpoints the real issues with the building and the potential which it has.

We look forward to offering you an attractive and affordable venue for your meetings.

With kind regards

Andrew Culshaw  
07889 855239

On 17 Sep 2023, at 14:01, Maggie Monteath <[maggiemonteath@hotmail.com](mailto:maggiemonteath@hotmail.com)> wrote:

For the past 12 years the Haslemere Amnesty International Group have been holding their annual Write for Rights meeting at the end of November/beginning of December at the Link. While we have always found this a welcoming and convenient meeting place we are excited to see the redevelopment plans.

As far as our meeting goes it can be somewhat of a 'game of 2 halves' so it is wonderful to see there would be no central pillar. In more general terms, there is a shortage of meeting spaces at this end of town. Haslemere Hall can offer 2 different sized spaces but are generally over subscribed, the Museum can offer their Lecture Hall but this is very large and quite expensive to hire or a rather draughty communal area. It would be a huge asset for Haslemere if the Link was able to provide several different sized spaces,



Debbie Peet <peet.debbie@gmail.com>

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## The Link Community Hub

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**Bryan Carroll** <bryan.carroll@haslemeretc.org>  
To: Debbie Peet <peet.debbie@gmail.com>

Mon, Sep 11, 2023 at 9:16 AM

Hi Debbie -

Thank you so much for reaching out! It is great to hear about this fantastic initiative. I agree this is a highly needed initiative and will be a valuable addition to the community. I really appreciate you bringing this to my attention and for the clear request. I'd be more than happy to comment on the consultation following the link below, and will take care of that this week. I'm also very happy to write in with support, can you please clarify to whom I should be sending that email?

I am myself relatively new to the area so I don't have the largest network as of yet, but I will absolutely forward this along to the people I know, as well as to my fellow counsellors asking them to do the same.

If there's anything else I can do to support please don't hesitate to let me know.

Thank you,  
Bryan Carroll  
[Quoted text hidden]



99+

126 of 14,648

Mail

Compose

Inbox3,006

Chat

Starred

Snoozed

Spaces

Important

Meet

Sent

Drafts8

Categories

Less

Scheduled

All Mail

Spam59

Trash

Manage labels

Create new label

Labels

[Gmail]All Mail

Deleted Items

Link project2

## The Link Community ProjectInbox x



Debbie Peet

Farzana I dont think we've ever met but I believe you are our councillor covering the Link building in Derby Rd and ind



Farzana Aslam

to me

Hi Debbie,

Many thanks for your email. I would be delighted to support the project, and have already posted my response with a your request to write a letter, could you let me know who I need to address the letter or email to? I would love to have project in due course.

Best regards,  
Farzana

On Sun, 10 Sept 2023 at 16:02, Debbie Peet <[peet.debbie@gmail.com](mailto:peet.debbie@gmail.com)> wrote:

Farzana

I dont think we've ever met but I believe you are our councillor covering the Link building in Derby Rd and indeed m I have held off emailing as the new council looks very different and I didnt want to cut in too soon.

If I can introduce our project briefly - we are hoping to transform the Link building next to St Bartholomew's Church i whole community whilst providing a home for Crossways Counselling, Citizens Advice and other services.

We have applied to Your Fund Surrey for 1 million pounds and are at the stage of full submission. We are hopeful t just started a 28 day community consultation.

We believe that the facility is very much needed in this part of Haslemere and we seem to have a lot of community :

## **28th September The Link Derby Rd**

I organise a uniform event for families at St Bartholomews school where donated uniform is given to families who need help.

At the event the Link project team came and spoke to around 30 attendees. Many live on the High Lane Estate and are keen that the building is made more accessible with more cost effective events taking place. The cost of living crisis is hitting many families on the estate hard.

Victoria Martin  
Childrens and families worker



# Income and Expenditure – Q1 2024

Income	2024 Budget	2024 YTD	%
Planned Giving	130,000	37,281	29%
Loose plate collections	5,000	799	16%
Other donations	5,000	1,084	22%
Tax recovered - Gift Aid	34,500	6,577	19%
<b>Total</b>	<b>174,500</b>	<b>45,741</b>	<b>26%</b>
Fees for weddings and funerals	4,000	3,312	83%
Link Lettings	1,500	751	50%
St Christopher's Lettings	2,000	799	40%
St Bartholomew's Lettings	250	0	0%
Sundry Income	1,500	201	13%
<b>Total</b>	<b>9,250</b>	<b>5,063</b>	<b>55%</b>
Fund raising events	5,000	0	0%
Magazine - advertising	1,060	600	57%
Magazine - donations	350	97	28%
<b>Total</b>	<b>6,410</b>	<b>697</b>	<b>11%</b>
<b>Income Grand total</b>	<b>190,160</b>	<b>51,501</b>	<b>27%</b>

Expenditure	2024 Budget	2024 YTD	%
Fundraising costs	0	0	
Outward Giving - Mission	500	0	0%
Outward Giving - Relief and Development	1,000	96	10%
Outward Giving - Secular	5,000	298	6%
Diocesan Parish Share	98,500	24,384	25%
Staff Salaries and Payments - Other	27,500	7,087	26%
Town Chaplaincy	1,500	0	0%
Clergy Expenses	2,500	494	20%
Rectory Expenses	1,750	399	23%
St Bartholomew's Repairs and Maintenance	4,500	3,254	72%
Choir and Music	130	618	475%
St Christopher's Repairs and Maintenance	4,500	813	18%
Worship	1,300	601	46%
Insurance	6,500	1,471	23%
Link Repairs and Maintenance	3,500	1,035	30%
Parish Office Expenses	9,000	1,387	15%
St Bartholomew's Utilities	9,000	2,392	27%
St Christopher's Utilities	6,500	3,444	53%
Link - Utilities	2,000	383	19%
Magazine expenses	450	0	0%
Accountancy Fees	1,500	45	3%
Sundry Expenses	2,000	782	39%
<b>Other expenditure</b>	<b>189,130</b>	<b>48,983</b>	<b>26%</b>
<b>Surplus/Deficit</b>	<b>1,030</b>	<b>2,518</b>	

# Building Fund – Q1 2024

## Major repairs and Improvements (from reserves)

Link preliminaries (architects fees) will be determined following YFS decision.

Major Repairs + Improvements Budget	2024 Budget	2024 YTD	
Rent from Church Cottage	25,820	6,300	24%
Legacies	0	10,000	
Memorial wall fees	0	0	
Dividends and Interest	5,000	2,000	
<b>Total Income</b>	<b>30,820</b>	<b>18,300</b>	
Church Cottage	2,000	0	
STB Major Repairs and Renewals	5,000		
STC Major Repairs and Renewals	5,000	1,544	
Link Major Repairs and Renewals	0	0	
Link preliminaries	TBC	0	
STC back stairs and LC redecoration	2,000	1,760	
<b>Total Expenditure</b>	<b>14,000</b>	<b>3,304</b>	

REGISTERED CHARITY NUMBER: 1127927

# **Haslemere Parochial Church Council**

**Report of the Trustees and  
Financial Statements for the Year Ended 31 December 2023**

**Haslemere Parochial Church Council**

**Contents of the Financial Statements  
for the Year Ended 31 December 2023**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 12
Detailed Statement of Financial Activities	13 to 14
Statement of Financial Activities 2022	15

## **Haslemere Parochial Church Council**

### **Report of the Trustees for the Year Ended 31 December 2023**

The members of the Haslemere Parochial Church Council ("PCC") present their report together with the Financial Statements for the year ending 31 December 2023. The PCC has adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the Charity.

#### **AIM AND PURPOSES**

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

Haslemere PCC has maintenance responsibilities for the churches of St Bartholomew and St Christopher, the parish building known as The Link, Derby Road and Church Cottage, Chatsworth Avenue, all in Haslemere.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives**

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable parishioners to live out their faith as part of our Parish community through:

- Worship and prayer, living the gospel and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the Parish
- Youth, missionary and outreach work
- Support for St Bartholomew's school

To facilitate this work it is important that we maintain the fabric of the Churches of St Bartholomew and St Christopher, The Link and Church Cottage.

##### **Strategies and Activities in Pursuing these Objectives**

The following committees or teams have met as and when required during this year:

- Standing committee
- Pastoral
- St Christopher's
- Youth and children
- Link Community Hub working group

Reports from these committees and other activities are presented to the Annual Parochial Church Meeting (APCM), together with the Churchwardens' reports on buildings and fabric and reports from the Safeguarding Officer and the PCC Secretary.

#### **ACHIEVEMENTS AND PERFORMANCE**

The PCC met six times during the year. Sub Committees, including the Standing Committee, met between PCC meetings and reports of their deliberations were received by the PCC. The PCC has relied on email to keep communication open and to seek input between meetings.

##### **Incumbent**

The Rev'd Christopher Bessant has been Rector since August 2019.

##### **Assistant Clergy**

Rev Justin Manley-Cooper completed his training in the parish. He was licensed as an Associate Minister in June 2023 and takes a leading role in engaging with the businesses of Haslemere



## **Haslemere Parochial Church Council**

### **Report of the Trustees - continued for the Year Ended 31 December 2023**

#### **Electoral Roll**

At the end of December 2023 there were 207 parishioners (2022: 201) on the electoral roll of whom 34 were resident outside the parish.

#### **Deanery Synod**

Three members of the PCC sit on the Godalming Deanery Synod. This provides the PCC with a link between the Parish and the wider structure of the Church.

#### **Mission and Evangelism**

The Parish is committed to outward giving to both religious and local secular charities at a rate equivalent to 4% of its voluntary income, and organises specific fund raising events to assist in meeting this target.

#### **Youth Ministry**

The Parish has employed Victoria Martin, a Families and Youth Worker, since January 2020. Following the success of this role the Parish extended its Youth Ministry to employ Verity Sutherland, an Older Families and Youth Worker, in 2021. The cost of this ministry is covered in full by the Haslemere Religious Education Fund.

During the year a new group (known as Summit) for over 12s was established. Activities for young children now take place during the First Sunday Eucharist and have replaced one of the "Families@4" services.

#### **PCC Staff and the Contribution of Volunteers**

The PCC employs a Parish Administrator, a Childrens and Families Worker and a Children and Families Worker for older children. Two other individuals are self-employed.

Much of the administrative work of the PCC is carried out by volunteers particularly where they have specific skills. The work of generating funds falls on the entire membership of the Parish.

## **FINANCIAL REVIEW**

### **Financial Position**

2023 saw a continued positive financial outcome which was a result of:

- careful management of expenditure against the headwinds of inflation and in particular continued high energy costs
- an increase in regular giving, in part resulting from recruitment of new givers, but also a direct result of 50% of regular giving now being index linked
- two bequests received totalling £18,692. In accordance with PCC policy these were placed in the Building Fund for major repairs or improvements

The Building Fund now stands at £153,829 (2022 - £162,410) after £47,512 (2022 - £51,213) incurred on major items of expenditure during the year.

Our aim is for regular giving to cover our day to day running costs (the Parish Share, administration, utilities, minor repairs etc) with a small surplus in hand; and this we achieved.

Once again our Youth Work, including the new choir, was covered in full by a grant of £44,629 (2022 - £53,901) from the Haslemere Religious Education Fund. We are most fortunate that this charity which owns the old school building in Chestnut Avenue exists to fund our youth work.

Major expenditure was incurred on the Link Community Hub project (£34,191), St Barts (9,061) and £4,260 on a new dishwasher and printer in the Link.

## **Haslemere Parochial Church Council**

### **Report of the Trustees - continued for the Year Ended 31 December 2023**

#### **Reserves Policy**

It is PCC policy to hold a balance in unrestricted (including designated) funds of approximately six months' unrestricted expenditure (excluding Parish Share) to cover contingencies. The balance at the end of 2023 was £251,260 (2022 - £239,209), which comfortably exceeds six months such expenditure.

#### **Charity Constitution**

The Parochial Church Council forms part of the United Benefice of Haslemere with Grayswood and is part of the Diocese of Guildford within the Church of England. It was registered with the Charity Commission as Charity Number 1127927 from 5th February 2009 under the formal title "The Parochial Church Council of The Ecclesiastical Parish of Haslemere."

The Church of St Bartholomew is located in Church Hill, Haslemere, GU27 1BW and St Christopher's Church is on St Christopher's Green, Haslemere, GU27 1DD.

#### **Recruitment, Induction and Training**

By joining the Electoral Roll members of the Church have declared themselves to be in sympathy with the Church of England. They are then eligible to vote at the Annual Parochial Meetings to elect both the Churchwardens and the Council. All members are encouraged to consider standing for the Council. Members are appointed to use their skills and experience and thus no specific induction training is required except for those who are appointed for the first time. New members are therefore directed to the Charity Commission website and in "Search" ask "How to be an Effective Charity Trustee" which then points to "Signpost to Our Published Guidance That Will Help You" and CC3, "The Essential Trustee: What You Need To Know."

#### **Management of the Major Risks to which the PCC is Exposed**

The PCC maintains a constant and ad hoc review of the major risks to which it is exposed in both operational and financial areas.

The Churchwardens and Deputy Wardens keep a watch on the fabric and operational (particularly Health and Safety) aspects of the buildings and their services and the Finance Committee monitors all finance matters with regular reports to the PCC. The PCC complies with the duty under section 5 of the Safeguarding and Clergy Discipline Measures 2016 (duty to have regard to the House of Bishop's guidance on safeguarding children and vulnerable adults). The PCC is satisfied that systems are in place to mitigate exposure to risks identified and that the necessary certificates in respect of insurance, electrical, gas and fire safety are in place.

**Haslemere Parochial Church Council**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1127927

**Principal address**

The Parish Office  
The Link  
Derby Road  
Haslemere  
Surrey GU27 1BS

**Trustees**

PCC members who have served from 1 January 2023 to the date of this report are:

Incumbent	The Rev'd Christopher Bessant
Associate Minister	The Rev'd Justin Manley-Cooper
Wardens	Geoffrey Martin Gareth David
Deputy Wardens	Howard Body (until April 2023) David Simmons
Ex officio (Deanery Synod)	Andrew Culshaw (PCC Treasurer) Canon Hamish Donaldson MBE DL Alistair Morgan (from April 2023)
Elected members	Linda Donaldson (until April 2023) Catherine Moore Bridget Leary John Harvey (until December 2023) Stephen Vaughan Katherine Morgan PCC Secretary Simon Ingham (elected April 2023*) David Sewell Deborah Peet Andrew Silk Geraldine Lambrechts (elected April 2023*) * formerly co-opted member
Co-opted members	Richard Parker (from April 2023)
Observers	Peter Sellars (LLM Reader)

Approved by the Parochial Church Council on 18th March 2024 and signed on its behalf by:

.....  
Rev'd Christopher Bessant, Rector



## **Independent Examiner's Report to the Trustees of**

### **Haslemere Parochial Church Council**

#### **Independent examiner's report to the trustees of Haslemere Parochial Church Council**

I report to the charity trustees on my examination of the accounts of Haslemere Parochial Church Council (the Trust) for the year ended 31 December 2023.

#### **Responsibilities and basis of report**

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

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

#### **Independent examiner's statement**

The Trust's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

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

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

Karen Anderson-Wallbridge ACA  
Oakdene  
Knowle Drive  
Sidmouth  
East Devon EX10 8HN

Date: 18th March 2024

Haslemere Parochial Church Council

STATEMENT of FINANCIAL ACTIVITIES for the YEAR ENDED 31 DECEMBER 2023

	Unrestricted £	Restricted £	Total £	31-Dec-22 £
<b>Income</b>				
Donations and Legacies	196,094	45,811	241,905	357,084
Income from Charitable Activities	12,587	0	12,587	10,317
Other Trading Activities	7,862	0	7,862	4,339
Investments	33,377	0	33,377	17,789
<b>Total Income</b>	<b>249,920</b>	<b>45,811</b>	<b>295,731</b>	<b>389,529</b>
<b>Expenditure</b>				
Raising Funds	0	0	0	278
Expenditure on Charitable Activities	239,112	45,353	284,465	305,843
Other Expenditure	1,457	1,138	2,595	1,841
<b>Total Expenditure</b>	<b>240,569</b>	<b>46,491</b>	<b>287,060</b>	<b>307,962</b>
Net Gain on Revaluation Fixed Asset	0	0	0	0
<b>Net Incoming/Outgoing Resources</b>	<b>9,351</b>	<b>-680</b>	<b>8,671</b>	<b>81,567</b>
Transfers between Funds	2,700	-2,700	0	0
<b>Net Movement in Funds</b>	<b>12,051</b>	<b>-3,380</b>	<b>8,671</b>	<b>81,567</b>
Total Funds Brought Forward	714,209	17,596	731,805	650,238
<b>Total Funds Carried Forward</b>	<b>726,260</b>	<b>14,216</b>	<b>740,476</b>	<b>731,805</b>

The notes form part of these financial statements

# Haslemere Parochial Church Council

## BALANCE SHEET at 31 DECEMBER 2023

	Notes	Unrestricted £	Restricted £	Total £	31-Dec-22 £
<b>Fixed Assets</b>					
Tangible Assets	4	475,000	0	475,000	477,595
<b>Current Assets</b>					
Debtors	5	5,705	11,034	16,739	15,682
Cash at Bank and in Hand		246,428	4,382	250,810	241,136
<b>Creditors</b>					
Amounts Falling due in One Year	6	873	1,200	2,073	2,608
<b>Net Current Assets</b>		251,260	14,216	265,476	254,210
Total Assets less Current Liabilities		726,260	14,216	740,476	731,805
<b>NET ASSETS</b>		<b>726,260</b>	<b>14,216</b>	<b>740,476</b>	<b>731,805</b>
<b>Represented by</b>					
Funds b/d	7	714,209	17,596	731,805	650,238
In Year		12,051	-3,380	8,671	81,567
<b>TOTAL FUNDS</b>		<b>726,260</b>	<b>14,216</b>	<b>740,476</b>	<b>731,805</b>

These financial statements were approved by the Board of Trustees on 18th March 2024 and were signed on its behalf by:

.....

Rev'd Christopher Bessant, Rector

The notes form part of these financial statements



**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102, effective 1 January 2015), Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

**Statement of cash flows**

As a small charity advantage has been taken of the exemptions and a statement of cash flows has not been prepared.

**Income**

Planned giving, collections and donations are recognised when received. Gift aid refunds are recognised when the donations to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All incoming resources are accounted for gross.

**Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that grant creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for Youth Work and Mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**Tangible fixed assets**

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and s.10(2) of the Charities Act 2011.

Movable church furnishings held by the Incumbent and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the parish's inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item of inalienable property has cost more than £1,000 so all expenditure has been written off when incurred.

No cost information is available for Church Cottage. The house is included at a valuation provided by the trustees.

The memorial walls at St Bartholomew's and St Christopher's are depreciated on a straight line basis over 10 years.

Equipment used with the church and other PCC premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired, except for laptops which are written off to expenditure in the year of acquisition.

With effect from 2019 fixed assets which are acquired as gifts or as a result of fund raising are charged in full in the year of acquisition.

## Haslemere Parochial Church Council

### Notes to the Financial Statements for the Year Ended 31 December 2023

#### 1. ACCOUNTING POLICIES - continued

##### Taxation

Haslemere Parochial Church Council is a registered charity and has no tax liability on its income for the year. Tax recovered from voluntary income received under gift aid is recognised when the related income is received and is allocated to the income category to which the income relates.

##### Debtors and creditors receivable/payable within one year

Debtors and creditors receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### Cash at bank

Cash is held at transaction price and represents funds available to the PCC with no notice period.

##### Fund accounting

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Designated funds represent funds that the PCC has "designated" should be used for specific purposes but the PCC retains the rights to "undesignate" them if it seems appropriate to do so.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

#### 2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023. Trustees were reimbursed small amounts relating to expenditure made on behalf of the PCC.

#### 3. STAFF COSTS

	<u>31-Dec-23</u>	<u>31-Dec-22</u>
	£	£
Staff Costs - Wages, Salaries and Expenses	59,090	61,213
	<u>59,090</u>	<u>61,213</u>

During the year the PCC employed 3 people (2022: 3 employees) and no employee had earnings in excess of £60,000.

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

4. TANGIBLE FIXED ASSETS

	Church Cottage £	Memorial Walls £	Storage shed £	St Barts Piano £	Office Kit £
<b>Cost</b>					
At 1 January 2023	475,000	24,880	10,003	3,806	0
Revaluation	0	0	0	0	0
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
At 31 December 2023	<b>475,000</b>	<b>24,880</b>	<b>10,003</b>	<b>3,806</b>	<b>0</b>
<b>Depreciation</b>					
At 1 January 2023	0	24,880	10,003	2,668	0
Charge for the year	0	0	0	1,138	0
Disposals	0	0	0	0	0
At 31 December 2023	<b>0</b>	<b>24,880</b>	<b>10,003</b>	<b>3,806</b>	<b>0</b>
<b>Net Book Value</b>					
At 31 December 2023	<b>475,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
At 1 January 2023	<b>475,000</b>	<b>0</b>	<b>0</b>	<b>1,138</b>	<b>0</b>

	Kitchen Kit £	Link Loop £	Cameras £	Flagpole £	Floodlights £
<b>Cost</b>					
At 1 January 2023	1,920	2,538	5,838	9,001	6,126
Revaluation	0	0	0	0	0
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
At 31 December 2023	<b>1,920</b>	<b>2,538</b>	<b>5,838</b>	<b>9,001</b>	<b>6,126</b>
<b>Depreciation</b>					
At 1 January 2023	1,920	2,538	4,381	9,001	6,126
Charge for the year		0	1,457	0	0
Disposals	0	0	0	0	0
At 31 December 2023	<b>1,920</b>	<b>2,538</b>	<b>5,838</b>	<b>9,001</b>	<b>6,126</b>
<b>Net Book Value</b>					
At 31 December 2023	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
At 1 January 2023	<b>0</b>	<b>0</b>	<b>1,457</b>	<b>0</b>	<b>0</b>

	Notice- boards £	Pest System £	Total £
<b>Cost</b>			
At 1 January 2023	7,686	4,160	550,958
Revaluation	0	0	0
Additions	0	0	0
Disposals	0	0	0
At 31 December 2023	<b>7,686</b>	<b>4,160</b>	<b>550,958</b>
<b>Depreciation</b>			
At 1 January 2023	7,686	4,160	73,363
Charge for the year	0	0	2,595
Disposals	0	0	0
At 31 December 2023	<b>7,686</b>	<b>4,160</b>	<b>75,958</b>
<b>Net Book Value</b>			
At 31 December 2023	<b>0</b>	<b>0</b>	<b>475,000</b>
At 1 January 2023	<b>0</b>	<b>0</b>	<b>477,595</b>



Haslemere Parochial Church Council

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31-Dec-23</u>	<u>31-Dec-22</u>
	£	£
Other debtors and prepayments	16,739	15,682
	<u>16,739</u>	<u>15,682</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31-Dec-23</u>	<u>31-Dec-22</u>
	£	£
Sundry creditors and accrued expenses	2,073	2,608
	<u>2,073</u>	<u>2,608</u>

7. MOVEMENT IN FUNDS

Fund and Type	<u>01-Jan-23</u>	<u>Incoming</u>	<u>Revaluation</u>	<u>Outgoing</u>	<u>Transfer</u>	<u>31-Dec-23</u>
	£	£	£	£	£	£
<b>Unrestricted</b>						
General Fund	69,085	205,626		188,294	2,700	89,117
<b>Designated</b>						
Building Fund	162,410	43,694		52,275		153,829
Church Cottage	475,000					475,000
Thursday Coffee	300	300				600
St Bart's Memorial Wall Fund	3,600	300				3,900
St Christopher's Memorial Wall Fund	3,814					3,814
<b>Restricted</b>						
St Christopher's Flagpole	2,121					2,121
St Bart's Grand Piano	1,138			1,138		0
St Christopher's Organ	1			1		0
St Christopher's Choir Robes	1,087					1,087
Youth	13,249	45,811		45,352	-2,700	11,008
<b>TOTAL</b>	<u>731,805</u>	<u>295,731</u>	<u>0</u>	<u>287,060</u>	<u>0</u>	<u>740,476</u>

## **Haslemere Parochial Church Council**

### **Notes to the Financial Statements - continued for the Year Ended 31 December 2023**

#### **8. RELATED PARTY DISCLOSURES**

##### **a. St Bartholomew's Church of England Religious Education Fund**

The Fund is an independent charity established in 1996. Its aim is the provision of religious education within the Parish by means of a Sunday School or similar. It provides significant financial support for the Parish's Sunday Schools and Youth Work. The Rector and Churchwardens are ex-officio trustees of the Fund.

The PCC was grateful for a contribution of £44,629 (2022 - £53,901) from the Fund in 2023 in support of its relevant activities.

##### **b. The Haslemere Fund**

The Fund is an independent charity established in 2005. Its aim is the furtherance of the religious and charitable work of the Parish particularly by the initiation, maintenance and support of any major capital projects concerned with the spiritual or charitable work of the Parish. The Rector and various members of the PCC are trustees of the Fund.

There were no contributions to the PCC in 2023 (2022: £Nil).

##### **c. Friends of the Parish of Haslemere**

The Friends is an independent charity established in 2003. Its aim is to raise funds for the conservation and maintenance of the fabric of the Parish's two churches. The Rector and various members of the PCC are trustees of the Friends of the Parish of Haslemere.

There were no contributions to the PCC in 2023 (2022: £1,428).

#### **9. INDEPENDENT EXAMINERS REMUNERATION**

The independent examination for 2023 has been undertaken on a voluntary basis by a member of Sidmouth Parish Church.

# Haslemere Parochial Church Council

## Detailed Statement of Financial Activities for the Year Ended 31 December 2023

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£	£	£
<b>INCOME</b>						
<b>Voluntary Giving</b>						
Planned Giving Gift Aided	127,764	0	0	0	127,764	114,126
Planned Giving Not Gift Aided	1,929	0	0	0	1,929	2,735
Loose Plate Collections	6,150	0	0	0	6,150	5,745
Other Giving including Gift Day	7,715	302	0	0	8,017	18,074
Tax recovered Gift Aid	33,542	0	120	0	33,662	31,907
Legacies	0	18,692	0	0	18,692	120,997
Grants and Donations Youth Work	0	0	45,691	0	45,691	63,500
	<b>177,100</b>	<b>18,994</b>	<b>45,811</b>	<b>0</b>	<b>241,905</b>	<b>357,084</b>
<b>Income from charitable activities</b>						
Fees for Weddings and Funerals	3,784	0	0	0	3,784	2,820
Link Lettings	2,804	0	0	0	2,804	2,026
St Christopher's Lettings	3,473	0	0	0	3,473	1,898
St Bartholomew's Lettings	342	0	0	0	342	158
Memorial Wall Plaque Fees	0	300	0	0	300	600
Sundry Income	1,684	200	0	0	1,884	2,815
	<b>12,087</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>12,587</b>	<b>10,317</b>
<b>Other trading activities</b>						
Fund Raising Events	6,800	0	0	0	6,800	3,055
Magazine Advertising	600	0	0	0	600	1,060
Magazine Sales	462	0	0	0	462	224
	<b>7,862</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,862</b>	<b>4,339</b>
<b>Investments</b>						
Dividends and Interest	8,577	0	0	0	8,577	94
Rent from Church Cottage	0	24,800	0	0	24,800	17,695
	<b>8,577</b>	<b>24,800</b>	<b>0</b>	<b>0</b>	<b>33,377</b>	<b>17,789</b>
<b>INCOME TOTAL</b>	<b>205,626</b>	<b>44,294</b>	<b>45,811</b>	<b>0</b>	<b>295,731</b>	<b>389,529</b>

This page does not form part of the statutory financial statements



# Haslemere Parochial Church Council

## Detailed Statement of Financial Activities for the Year Ended 31 December 2023

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£	£	£
<b>EXPENDITURE</b>						
<b>Raising funds</b>						
Fundraising Costs	0	0	0	0	0	278
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>278</b>
<b>Expenditure on charitable activities</b>						
Outward Giving - Mission	500	0	0	0	500	500
Outward Giving - Relief	3,046	0	0	0	3,046	861
Outward Giving - Secular Charities	4,222	0	0	0	4,222	5,943
Diocesan Parish Share	95,278	0	0	0	95,278	93,811
Staff Salaries and Payments - Other	27,176	0	0	0	27,176	22,047
Staff Salaries and Payments - Youth	0	0	31,914	0	31,914	39,166
Clergy Expenses	2,472	0	0	0	2,472	6,662
Rectory Expenses	1,742	0	0	0	1,742	1,351
Rectory Maintenance	0	0	0	0	0	996
St Bartholomew's Maintenance	4,364	0	0	0	4,364	3,616
Choir and Music	367	0	0	0	367	110
St Christopher's Maintenance	4,698	0	0	0	4,698	3,592
Church Cottage Maintenance	0	900	0	0	900	14,967
Worship	1,581	0	0	0	1,581	1,150
Town Chaplaincy	964	0	0	0	964	1,717
Insurance	5,757	0	0	0	5,757	5,669
Link Repairs and Maintenance	3,899	0	0	0	3,899	3,353
Parish Office Expenses	10,662	0	0	0	10,662	10,233
Youth Work Expenses	0	0	13,439	0	13,439	18,163
St Bartholomew's Utilities	8,732	0	0	0	8,732	5,176
St Christopher's Utilities	7,095	0	0	0	7,095	4,959
Link Utilities	1,499	0	0	0	1,499	919
Magazine Expenses	346	0	0	0	346	500
Accountancy Fees	1,362	0	0	0	1,362	1,320
St Bartholomew's Major Repairs	0	9,061	0	0	9,061	12,542
St Christopher's Major Repairs	0	0	0	0	0	24,180
Link Major Repairs	0	4,260	0	0	4,260	0
St Bartholomew's Improvements	0	540	0	0	540	5,140
St Christopher's Improvements	0	1,866	0	0	1,866	3,130
Link Improvements	0	34,191	0	0	34,191	10,730
Sundry Expenses	2,532	0	0	0	2,532	3,340
	<b>188,294</b>	<b>50,818</b>	<b>45,353</b>	<b>0</b>	<b>284,465</b>	<b>305,843</b>
<b>Other expenditure</b>						
Depreciation	0	1,457	1,138	0	2,595	1,841
	<b>0</b>	<b>1,457</b>	<b>1,138</b>	<b>0</b>	<b>2,595</b>	<b>1,841</b>
<b>EXPENDITURE TOTAL</b>	<b>188,294</b>	<b>52,275</b>	<b>46,491</b>	<b>0</b>	<b>287,060</b>	<b>307,962</b>

This page does not form part of the statutory financial statements

Haslemere Parochial Church Council

STATEMENT of FINANCIAL ACTIVITIES for the YEAR ENDED 31 DECEMBER 2022

	Unrestricted £	Restricted £	Total £	31-Dec-21 £
<b>Income</b>				
Donations and Legacies	293,089	63,995	357,084	252,518
Income from Charitable Activities	10,317	0	10,317	19,580
Other Trading Activities	4,269	70	4,339	1,635
Investments	17,789	0	17,789	13,214
<b>Total Income</b>	<b>325,464</b>	<b>64,065</b>	<b>389,529</b>	<b>286,947</b>
<b>Expenditure</b>				
Raising Funds	278	0	278	116
Expenditure on Charitable Activities	228,306	77,537	305,843	253,617
Other Expenditure	1,460	381	1,841	6,058
<b>Total Expenditure</b>	<b>230,044</b>	<b>77,918</b>	<b>307,962</b>	<b>259,791</b>
Net Gain on Revaluation Fixed Asset	0	0	0	0
<b>Net Incoming/Outgoing Resources</b>	<b>95,420</b>	<b>-13,853</b>	<b>81,567</b>	<b>27,156</b>
Transfers between Funds	-3,605	3,605	0	0
<b>Net Movement in Funds</b>	<b>91,815</b>	<b>-10,248</b>	<b>81,567</b>	<b>27,156</b>
Total Funds Brought Forward	622,394	27,844	650,238	623,082
<b>Total Funds Carried Forward</b>	<b>714,209</b>	<b>17,596</b>	<b>731,805</b>	<b>650,238</b>