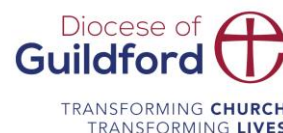




St Mary's Church, Thorpe



The duties of the PCC

The members of the PCC are the charity trustees and are the *'persons having the general control and management of the administration of the charity'* (Charities Act 2011, s177). The trustees are entrusted with the PCC's funds. They must:

- Always act responsibly;
- Ensure that all decisions are taken for the benefit of the PCC;
- Always act in accordance with the governing documents, principally the PCC (Powers) Measure 1956 as amended by the Ecclesiastical Property Measure 2015;
- Not seek personal benefit (commitment to the cause must be the main reason for serving as a trustee).

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. While it may delegate some of its duties, for example, to District Church Councils (DCCs), this does not remove its legal responsibilities. These include:

- Keeping 'proper accounting records', which include the annual financial statements, and which must be preserved for at least six years from the end of the financial year to which they relate. The records must be sufficient to:
 - show and explain all the PCC's transactions;
 - disclose the PCC's financial position at any time with reasonable accuracy;
 - enable the required statutory accounts to be prepared;
 - show on a day-to-day basis all Receipts and Payments and what they were for;
 - record all assets and liabilities.
- Ensuring that the finances of the PCC are under its control and decision making is only delegated if the PCC can ensure that its wishes will be followed.
- Arranging for a suitable independent examination or audit of the financial statements.
- Preparing the Annual Report and accounts (financial statements), which must be presented to the Annual Parochial Church Meeting in accordance with the requirements of the Church Representation Rules.

PCC Members as Trustees of Thorpe Parochial Church Council

As PCC members, we are the charity trustees of the Parish of Thorpe. We therefore need to understand what money is coming into the church, how we are spending it and why. To give a clear account of how the money has been received and spent, each year our PCC produce the reports required by law.

These accounts and reports (presented to the APCM each year) help us to explain to our community how their money supports the mission of the church in Thorpe and the wider diocese of Guildford and Church of England. They also help us to show that the money given to us for running the parish or for specific aims such as children's activities or building work was used for those purposes. As PCC members we are responsible for the money, how it is looked after and for providing clear information about all the money that belongs to the church.

Our accounts are prepared on a Receipts and Payments basis. We have a current account which all income is paid into and costs paid from. We endeavour to operate each year with a balance of around 20k in this account. This is our small financial safety net. In addition, we have some limited assets set aside in shares.

We also have two different but very important 'restricted' funds – this money can only be used for the set purposes thereof:

1. Educational Fund – for the Christian Education of Children and support of children/youth work – for example Noah's Ark or Sunday Club expenses and supporting Thorpe Primary School work.
2. The Works Account – for building repairs, maintenance and major projects to do with the fabric of our facilities including the Church, Rutherwyke Room, Link and churchyard.

Statement of Safeguarding principles

We are committed to the safeguarding, care and nurture of everyone within our community of Thorpe. In all these principles we will follow legislation, guidance and recognized good practice:

- We will carefully select, support and train all those with any responsibility within The Church of England, in line with Safer Recruitment principles, including the use of criminal records disclosures (DBS) and membership of the relevant vetting and barring schemes via the Diocese of Guildford.
- We will respond without delay to every complaint made, that any adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognizes the importance of understanding the needs of those who have been abused, including their feelings of alienation and/or isolation.
- We will seek to protect survivors of sexual abuse from the possibility of further harm and abuse.
- We will seek to challenge any abuse of power, especially by anyone in a position of trust.
- We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of The Church of England community known to have offended against a child, young person or vulnerable adult.

In all these principles we will follow legislation, guidance and recognized good practice.

St Mary's Church historic tradition & mission

Torp (Old English for Thorpe – meaning small Village) was recorded in the Domesday Book and it is thought a Church has stood on this site for well over 1000 years. St Mary's was originally served by Chertsey Abbey until the reformation. In the nineteenth Century, the Patrons of St. Mary's adhered to the Oxford movement. Today, Keble College Oxford are our parish Patrons and along with their other parishes of a catholic Anglican tradition, we hold to the great creedal doctrines, believing that Jesus Christ is the Word of God. We revere the Bible as the source of our knowledge but believe it is to be interpreted in the light of tradition and reason. This witness to Scripture, Tradition and Reason is central to our mission and teaching. We take seriously our duty and pastoral support for the residents, employers, staff and visitors to our parish and community of Thorpe. We are committed to offering an inclusive welcome for all.