THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

England & Wales · Charity number 1130458

Details

Other names	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER, HENFIELD, ST PETER'S PCC, HENFIELD
Status	Registered
Legal form	Previously excepted
Registered	2009-07-07
Register	View on the Charity Commission register

Contact

Address	Henfield Vicarage Church Lane Henfield BN5 9NY
Phone	01273495532
Email	admin@henfield.org
Website	www.henfield.org

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: THE CHURCH OF ENGLAND PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE CONSISTS OF THREE PARISH CHURCHES SEEKING TO ENABLE PEOPLE TO LIVE OUT THEIR CHRISTIAN FAITH AS PART OF OUR PARISH COMMUNITY THROUGH: WORSHIP, PRAYER AND DISCIPLESHIP, PROVISION OF PASTORAL CARE FOR PEOPLE IN THE PARISH, AND MISSIONARY AND OUTREACH WORK.

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Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£155,671	£260,560	-	-
2023-12-31	£251,288	£225,569	-	-
2022-12-31	£190,971	£334,346	-	-
2021-12-31	£196,252	£177,362	-	-
2020-12-31	£145,666	£177,480	-	-

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Trustees

Name	Role	Appointed
Angela Lesley Underwood		2019-01-01
Barry Chaston		2019-01-01
Heather L McFarlane		2017-03-27
Helen I Boosey		2017-03-27
JOHN RICHARD GEORGE PUTNAM		2019-01-01
Karen Williamson		2022-05-11
Katrina Phipps		2017-05-31
Michael Frederick Pool		2023-05-10
Nicholas Cryer		2020-10-06
PATRICIA BURDOCK BA		
Pamela Chaston		2021-05-19
RICHARD KENDALL		2012-08-10
Rev Joseph Michael Padfield		2024-11-25
Sidonie Stevens		2020-10-06
Sue Gunn		2019-01-01

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMA

England & Wales - Charity number 1130458

Accounts

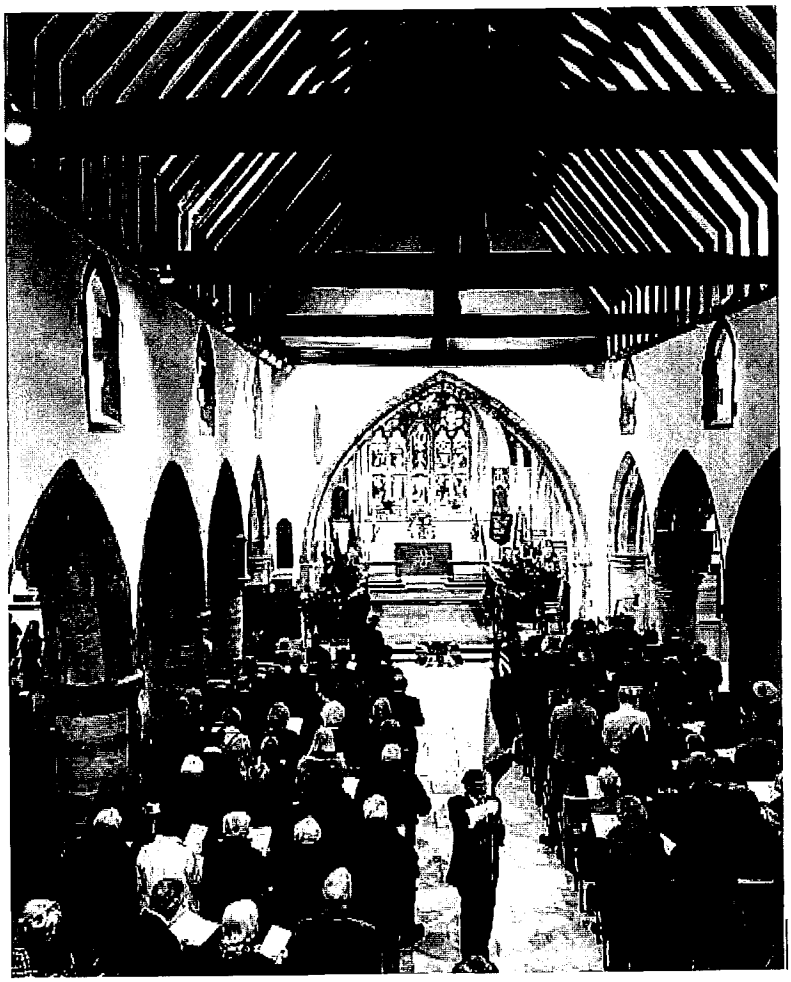
Charity registration number 1130458

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

"Learning, Living and Sharing God's Love"



Remembrance Sunday. Photo © Helen Boosey

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

LEGAL AND ADMINISTRATIVE INFORMATION

The Parish of Henfield with Shermanbury and Woodmancote (HSW) has three parish churches: the church of Saint Peter's, Henfield, the church of Saint Giles', Shermanbury, and the church of Saint Peter's, Woodmancote. The Parish is in the Deanery of Hurst, the Archdeaconry of Horsham and the Church of England Diocese of Chichester. Correspondence address: The Parish Office, St Peter's Church, Church Lane, Henfield, West Sussex, BN5 9NY. Email: admin@henfield.org. Church Website: henfield.org

The Parochial Church Council (PCC) is registered with the Charity Commission (registration number 1130458). PCC members (see below) are the trustees of the charity.

Trustees and their responsibilities	**Name**	**Position**	**Until**
Incumbent	The Rev'd Canon Paul Doick		23 April 2024
	The Rev'd Joseph Padfield	*Rector from 25 November 2024*	
Churchwardens (elected for 1 year term at APCM)	Jan Poole	*Churchwarden Shermanbury*	22 April 2024
	Pat Burdock	*Churchwarden Henfield & Parish Safeguarding Office*	2025
	Nick Cryer	*Churchwarden Henfield*	2025
	Richard Putnam	*Churchwarden Shermanbury*	2025
	Mike Pool	*Churchwarden Shermanbury*	2025
	Barry Chaston	*Churchwarden Woodmancote*	2025
	Vacancy		
Deanery Synod (elected for 3 year term at APCM)	Jan Doick		23 April 2024
	Richard Putnam		2026
	Steve McGrath		2026
	Heather McFarlane-Cryer		2026
	Nick Cryer		2026
	Sidonie Stevens (aka Sidonie Winter)		2026
PCC members (elected for 3 year term at APCM)	Karen Williamson		2025
	Angela Underwood		2025
	Helen Boosey		2025
	Sue Gunn		2026
	Vacancy		
	Vacancy		
	Richard Kendall	*PCC Treasurer*	2027
	Katrina Phipps	*PCC Secretary*	2027
	Pamela Chaston		2027
Charity number	1130458		
Independent examiner	Carpenter Box Amelia House Crescent Road Worthing West Sussex BN11 1RL		

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

Barclays Bank PLC
1 Chapel Road
Worthing
West Sussex
BN11 1EX

The CBF Church of England Deposit Fund
80 Cheapside
London
EC2V 6DZ

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

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THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2024

Structure, Governance and Management

The Parochial Church Council

The Parochial Church Council (PCC) is the executive committee of a Church of England parish. It consists of clergy and churchwardens of the parish, together with representatives of the laity. The PCC has its origins in the Vestry Committee which looked after church business (both religious and secular) up until 1921.

The PCC is legally responsible for the financial affairs of the church parish and the maintenance of its assets, such as churches and church halls. It also assists the clergy in the management of church affairs in the parish, and promoting the mission of the church. It operates according to the Church Representation Rules (2020). It is a charitable body and as such must comply with the Charity Commission's regulations.

The Henfield, Shermanbury and Woodmancote PCC is led by the rector of the parish (also referred to as the incumbent), and comprises the churchwardens of our three parish churches, our elected representatives on the Deanery Synod and up to nine representatives of the laity

Members are elected to our PCC at our Annual Parochial Church Meeting (APCM) normally held in May. Every year six churchwardens (2 per church) are elected or re-elected (as is often the case) together with a number of PCC lay representatives - to replace those whose three year term has finished. Lay representative to the Deanery Synod are normally elected every three years. We currently have 5 deanery representatives as determined by the number on our electoral roll.

During a Period of Vacancy

The period between incumbents is known as a period of vacancy or an interregnum. We were in vacancy between April 24th - November 25th. During this time much of the legal responsibility which would normally lie with the incumbent was passed to the churchwardens and the rural dean. Our rural dean is Rev'd Rachel Cornish (Priest in Charge at Albourne, Sayers Common and Twineham Parish).

The PCC continued to operate during the vacancy period and was ably led by Pat Burdock in her role as a churchwarden of St Peters Henfield, and acting chair. The focus was on day to day business and the work necessary to find and select a new incumbent.

The PCC would like to thank all those who picked up new or additional responsibilities during the vacancy period whose help enabled the Church to run smoothly. The PCC is particularly grateful to Pat Burdock for the significant extra work and responsibility that she took on, and also to Nicki Jones our Parish Administrator. The PCC thanks Rev'd Christina Bennett (PtO) who, as well as taking more services during the vacancy, also attended the PCC meetings in an advisory role (non voting) for clergy matters.

The PCC remembers:

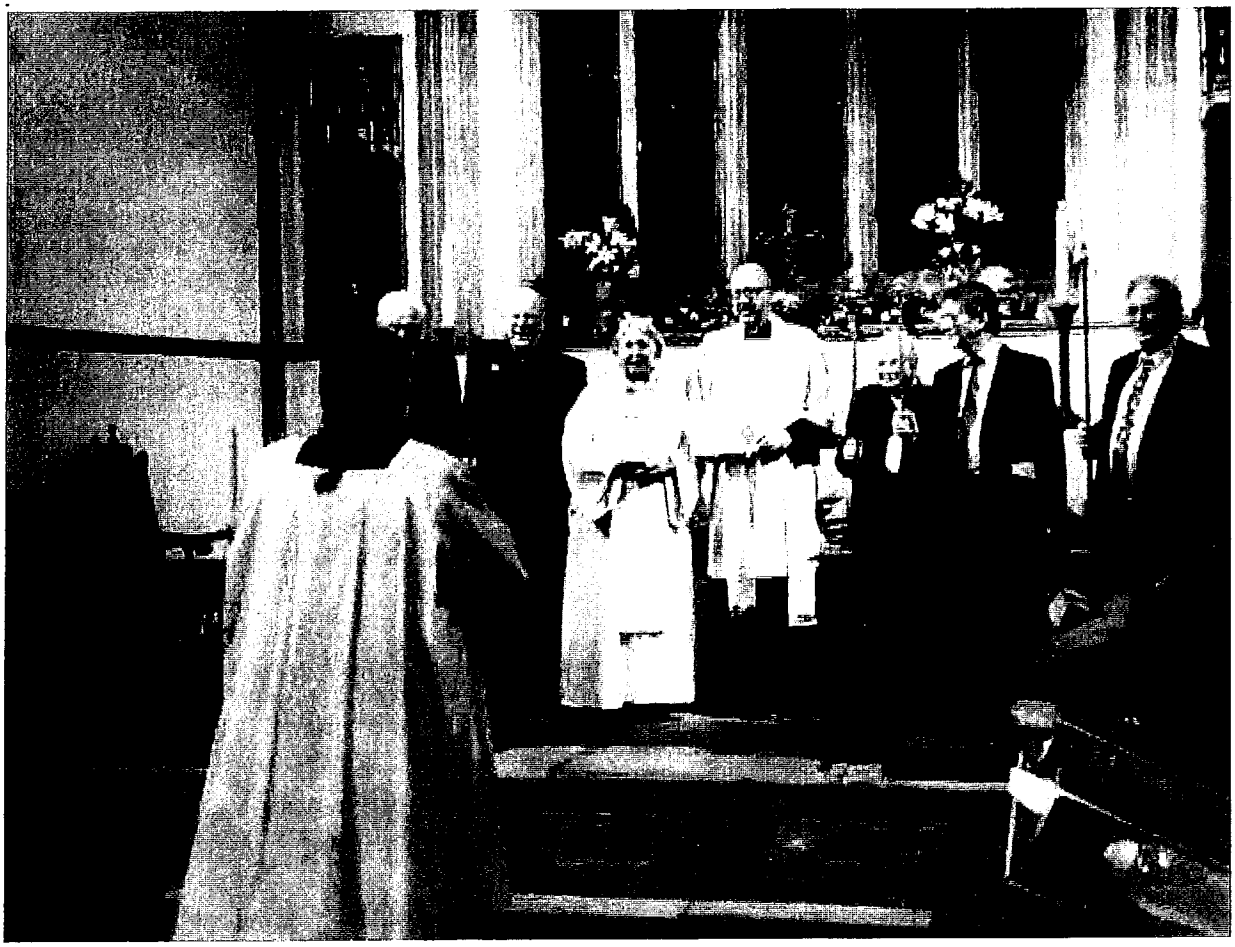
Jan Pool who died in April 2024. For the past few years Jan had been one of our two serving churchwardens for St Giles' Shermanbury. She was a wise and conscientious churchwarden who worked hard in her role. She participated in many parish activities most notably our Little Fishes group. The PCC is sincerely grateful for her contribution. She is greatly missed by all and we send our heartfelt thanks, love and support to her family.

The PCC congratulates:

Rev'd Canon Paul Doick who in April 2024 was installed as Rector of St Paul's Chichester and St Peter's Westhampnett. Paul and his wife Jan left with our sincere thanks, love and lasting friendship. We wish them every happiness in their new Parish.

Richard Putnam (churchwarden, Shermanbury) who in October 2024 was invested into the Order of St Richard by the Bishop of Lewes, at a service in Chichester cathedral. This was in recognition of his long and dedicated service, and in particular his successful fund raising initiatives for the repair of the roof and the building of an outside church toilet at St Giles' Church, Shermanbury.

Rev'd Joe Padfield, who on November 25th was installed as Rector of our parish. We warmly welcome Father Joe, his wife Imogen and their family; and we look forward to worshipping and working together as we serve this parish and the community.



Installation of Rev'd Joe. Photo © Kenneth McIntosh

The Deanery Synod

Our parish belongs to the rural deanery of Hurst which encompasses over 20 churches in neighbouring parishes.

The deanery synod provides an important link with our neighbours, and with our diocese as a whole. It provides a forum for sharing knowledge, best practices and resources. Members of the deanery synod also play a role in electing lay and clergy members to both the diocesan and general synods.

The deanery synod met three times in 2024. The meetings move around the deanery, so one of the advantages of attending is being able to visit various churches. On arrival at the church or hall refreshments are offered before the meeting begins with a short time of worship, often Evening Prayer. There is usually a certain amount of business to get through, either before or after the speaker, who might come from any walk of life.

At the February meeting, held at Sayers Common, there was a very interesting talk about *Open the Book* (OtB). This is a storytelling project where Bible stories are shared with primary school children in a way that is fun, interactive and memorable. OtB provides training to equip and enable volunteers from churches to deliver school assemblies. The programme is open to anyone.

The May meeting took place here at St. Peter's Henfield; the speaker was Colin McFarlin, a Volunteer Senior Waste Prevention Advisory for WSCC. He gave a very comprehensive and humorous view of what can and is being recycled in the county, using both power point and physical props (i.e. rubbish!).

In November the meeting was at St Francis' Church, Hassocks; there was a presentation on Carbon Literacy by the Diocesan Environment Officer, the Rev'd Buff Stone. This was partly a power point and partly discussion and was both interesting and challenging.

In future there will be only two Deanery Synod meetings each year; in 2025 these will be in June and November.

Other Committees
There are several committees in place to deal with specific aspects of parish life, these report to the PCC. The following committees met in 2024:

- ***Standing Committee.*** This is the only committee which the PCC is legally obliged to establish. The core membership comprises the Incumbent (Chairman), the churchwardens, treasurer and PCC secretary. This committee has the authority to transact urgent business between PCC meetings, to progress matters which do not call for full PCC discussion, and to plan the business of the PCC.

- ***Parish Magazine.*** This committee meets to discuss the content, price and advertisements contained in the parish magazine as well as issues surrounding printing and distribution. The monthly organisation of the magazine is the responsibility of Helen Boosey, the editor.

- ***The Friends of St Giles' Church, Shermanbury.*** The role of this committee, chaired by Richard Putnam, is to raise funds through events and other activities, for the fabric of St Giles' Church, Shermanbury. The income raised is held in a restricted fund.

The Committees for 'Worship and Mission' and 'Pastoral Care,' that were led by and relied on the incumbent, were disbanded at the start of the year prior to the Vacancy.

Trusts and other organisations conected with the parish
There are two to note:

- ***St Peter's Church of England Primary School Trust.*** This charity is custodian of both the land and buildings of St Peter's Church of England Primary School (Fabians Way, Henfield, West Sussex, BN5 9PU), and the proceeds from the sale of the former school buildings and land on Henfield Common. These are held in cash and investments, the income from which was largely used in 2024 to cover the schools 10% contribution to building projects. The rector and churchwardens are ex officio trustees.

- ***The Friends of St Peter's Church, Henfield.*** This is an independent organisation. its purpose is to raise funds for the fabric of St Peter's Church, Henfield. The income raised from various events is held in a restricted fund.

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding
We have a duty of care to all we minister to within the parish and wider community; and we take the protection of children, young people, and vulnerable adults very seriously.

Our Safeguarding Officer is Pat Burdock. With the support of the PCC she manages our agreed policy and ensures that safeguarding is an integral part of all our work and plans. She also ensures that our policy and practices remain in line with the directives and guidelines of the Diocese of Chichester and the Church of England nationally.

The PCC reviews the safeguarding policy annually. This was done in July 2024.

During the year we have:

- ***Ensured compliance to our Level 1 of SQP (Simple Qualiy Protects) safeguarding practices and maintained the 'evidence' folders of documents.***
  These practices ensure that our basic day-to-day activities in church are safe and that we operate as safely as possible in our interaction with both children and adults. They cover policies put in place by the PCC, how this supports good safeguarding and how compliance is monitored. Most policies have a review date of 1 or 2 years and are reviewed by the PCC.

- ***Ensure all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date.***
  All those required to undertake, or renew, their training have either completed this or have been reminded to do so. All PCC members continue to be requested to complete the Basic Awareness online training module. The importance of carrying out the required training has been made clear at both the Standing Committee and PCC meetings and to individuals.

- ***Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date.***
  DBS checks have been carried out for individuals who take on new roles that require this e.g. leading children's church, providing pastoral care etc. Individuals now complete the CofE Confidential Declaration Form as part of the DBS process. This form is more comprehensive and probing than that previously used.

- ***Identified risks to which all might be exposed.***
  These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out and/or updated for church events and other activities as necessary.

- ***Ensured Safeguarding is integral to our work.***
  Safeguarding has continued to be an agenda item for meetings of both the PCC and Standing Committee.

  In July the PCC discussed a new directive issued by the diocesan bishop regarding events (plays, concerts etc) in our churches. The directive aims to ensure that churches do not give a platform to certain categories of convicted offenders, namely sexual and violent offenders, as this has potential to cause offence and hurt, and could put people at risk. The directive, which encourages reasonable diligence, was accepted by the PCC: and it is now attached to the hire agreement for our churches, so that it is read and signed as part of this.

Health and Safety
Health and Safety is at the forefront of all our work. The PCC accepts its overall responsibility for ensuring the safety of those who use our three churches.

We have a written Health and Safety Policy which identifies the general and specific arrangements that are in place to ensure, as far as is reasonably practicable, that our activities are carried out safely and do not pose a risk to the health of our employees, volunteers, congregation, visitors and others who may use the church, church yard or buildings we are responsible for. These arrangements are in accordance with good practice and relevant statutory provisions where they apply.

In addition to the Health and Safety Policy, we also have a specific policy for the evacuation of a church in an emergency. This covers all three of our parish churches.

Both policies are reviewed annually. They were reviewed in March 2024.

The churchwardens have day to day responsibility for implementing these policies, overall responsibility lies with Pat Burdock who is our Health and Safety Officer. However, all employees and volunteers have a responsibility to take reasonable care of themselves and others while on church business or premises, and to comply with all safety rules and procedures.

Our buildings and grounds are regularly checked to ensure they are safe. All concerns raised during the year are assessed and addressed accordingly.



St Peter's Woodmancote at dusk. Photo © Barry Chaston

Data Protection (GDPR)

As a parish we continue to refine how we collect, hold, process and use personal data. The PCC has in place a Data Privacy Notice which explains, among other things, the purposes for which personal data is held, how it is used and how long it is kept. The notice also covers what constitutes a data breach and what needs to be done if a breach occurs. It is reviewed every two years by the PCC. The PCC reviewed the notice in November 2023, It will be reviewed again in November 2025.

The notice includes a section covering the capture of personal images when filming and live streaming services. The Sunday Order of Service booklet advises visitors that their image may be captured; the side aisles are classified as film free areas in the church.

Many members of our congregations have signed a Data Consent form giving us permission to contact them in the course of our business. This greatly facilitates communication and means that the weekly e-newsletter can be sent out to a wide number of individuals. If you would like to complete a Data Consent form so that we can stay in touch, please contact the church office.

How we handle data privacy is covered on our church website.

Aims and Purpose

The PCC shares with the rector the responsibility for delivering the mission of the church - pastoral, evangelistic, social and ecumenical - in the parish. The PCC also shares the responsibility for the maintenance of the church buildings (which are all Grade 2* listed) and the surrounding churchyards, together with Henfield Church House. There is also a small commercial corrugated iron building in Blackstone owned by the PCC which is rented out. In particular, we work to enable people to live out their faith as part of our parish community. We are guided by our Mission Action Plan. This outlines our specific aims and action for:

- ***Worship, prayer and discipleship***
- ***Provision of pastoral care for people in the parish***
- ***Missionary and outreach work ****

It is our duty to ensure that our work benefits the public. We follow the Charity Commission's guidance on public benefit and the specific guidance to churches on the advancement of religion.

Through all our work we continue to be guided by the Diocesan vision that invites us to become more converted to Jesus Christ and to be more open, more generous and more engaged.

** These three aspects are covered in more detail as part of the Review of the Year.*

Objectives and Activities

The news that we received at the beginning of January 2024, that Rev'd Paul had been appointed as the new rector of St Paul's, Chichester with St Peter's West Hampnett, largely determined our focus for the year.

Our main objective during the period January - April was to prepare for the interregnum and undertake the necessary handover of tasks and responsibilities. During the months of April to November the PCC concentrated on the work required to find a new rector. In December the focus switched to welcoming our new rector, and supporting him in his new role.

Throughout the year the PCC met as normal and carried out the 'business as usual' work. In accordance with the church rules for interregnum the PCC kept things as they are, with no significant changes being made or major projects being undertaken.

Managing the Interregnum and finding a new Rector

- ***Preparing for the interregnum.***
  Much preparatory work was done to ensure the effective and smooth running of the parish during interregnum. Task and process related information was explained and passed on together with the handover of certain responsibilities. Most importantly clergy cover for our Sunday services (for the first 6 months) was arranged. The PCC familiarised itself with the legalities and church rules for the interregnum period, as well as the process that would need to be followed to find and select a new incumbent. It spent time considering and discussing the guidance for writing a successful Parish Profile. *

  ** The Parish Profile is a document written by members of the PCC that provides an honest picture of our parish and who we are. The main point of it is to attract a new priest.*

- ***Undertaking the process to find a new rector.***
  The official timescale for the appointment process required the PCC to produce the parish profile ideally within three months, six months at the latest. Work commenced in April, immediately after the licensing of Rev'd Paul in his new parish. The final document was agreed at the end of July following a statutory review meeting with the Archdeacon, at which point two PCC members were elected to conduct the candidate interviews with the Bishop of Horsham.

  The PCC consulted as widely as possible within the parish when compiling the profile. Church members were asked to submit their views both on what we might be looking for in our new priest, and what we in turn could offer. We also asked pupils at St Peter's Church School what they would value in a new rector, and some of their insightful comments were included. Once agreed a copy of the profile was made available in the Henfield church for all to see.

A significant amount of work drafting and compiling the profile was carried out by Pat Burdock, with the help of Katrina Phipps and the expertise of Helen Boosey, who professional produced (design, layout, electronic links etc) the document. Our thanks go to all three.

Appointing a new priest can take a long time. We were blessed. Following a very good interview the appointment of Rev'd Joe Padfield was confirmed by Bishop Martin and announced on the 29th September.

Undertaking Business as usual

- ***Worship - Providing the best worship possible to God with the resources we have.***
  A range of services continued to be held each week across the parish providing a real choice for parishioners.

  The pattern of services was largely unaffected by the vacancy due to good planning and the clergy support we received. Rev'd Christina together with a number of visiting clergy provided cover for the communion services, baptisms and weddings, and visiting lay readers helped cover the other services of matins, evensong and Songs of Praise. Most funerals were taken by Rev'd Christina.

  During the 9.45am Sunday service at Henfield, activities for children between 3 and 11 years are held in the North transept where there is a specially designed area for our young ones. Our church sidesmen continue to provide a warm welcome to everyone. This has been particularly important during the time of vacancy and is something that can make a big difference to both guests and regular members of the congregation.

  The PCC is grateful for the continuity provided by Rev'd Dr Janneke Blokland, (Chaplain at Hurstpierpoint College) who took both services at Henfield on two Sundays a month during the Vacancy. We have been so blessed by her ministry and friendship. We thank her and all of the clergy and lay ministers who served us so well.

- ***Mission - Growing our Church***
  Whilst no new initiatives have been implemented this year we have worked to maintain and strengthen our existing activities that support our aim to grow the church and encourage families.

- ***Finance - Managing finances***
  As a parish we remain financially viable however we are running at a deficit each month and we are increasingly having to draw on our savings to supplement our monthly running costs.

  The PCC is looking at ways and opportunities to reduce our expenditure and/or increase our income. It continues to ensure funds are appropriately allocated. All major expenditure is discussed by the PCC and needs approval. This year cash flow has been a concern.

  We have continued to pay our Parish Share (approx £6,700 a month) in full, although the money we receive through regular planned giving does not cover this. In November the PCC voted not to increase our Parish Share for 2025 by the suggested 4%*.

  Ideally we need to find a consistent means of increasing our regular income. Some helpful suggestions for generating income were raised at a PCC brainstorming session in September. We also looked at how we might effectively communicate our financial position to our congregation and the community. It was agreed that our new rector should be party to any decisions and we would wait until he was settled and had familiarised himself with the Parish.

  The PCC remains very grateful to the many members of the congregation who regularly give to the church, and for the legacies and other donations that are received throughout the year. The PCC is keen to provide easy and convenient means for donating, and there is relevant information and links on our service sheets, in the weekly newsletter and on the website. There is also a donation machine in the Henfield church.

  ** The Parish Share is the amount of money that we contribute to the diocese to support mission and ministry, and specifically to cover clergy stipends and their housing.*

- ***Buildings - Completing the Quinquennial, regular maintenance, and work on the Vicarage***
  The PCC has reviewed and approved some remaining pieces of work required following the statutory Quinquennial Inspection (QI) of all three churches in 2021. Most of the required work, except for a small package at Shermanbury, is now complete. Some routine maintenance work has also been approved and carried out this year.

  In preparation for our new rector some repair and decoration work was required to the vicarage. Certain aspects of the building are the responsibility of the diocese (structural repairs, new boiler etc) and some like the decorating fall to the PCC. Having agreed the list of tasks, the PCC authorised (in September) a spend of £10,000 so that the work could commence without delay. Normally the PCC is expected to pay for the decoration of one room a year but no such costs had been incurred during the previous incumbency. The PCC recognise the large amount of decorating undertaken by Imogen Padfield before she and Joe arrived.

  Following on from the significant improvements made to Church House in 2023, a few further improvements were made.

- ***Ministry of Lay People and volunteers - finding and encouraging people***
  The Ministry of Lay People, together with the work of volunteers, is vital to delivering our mission and ministry in the Parish. A challenge is finding people to fill the many roles. We are extremely grateful to all those who volunteer, particularly those who take on key roles.

  We have two ALMS: Steve McGrath and Pamela Chaston. Steve completed the ALM (Authorised Lay Ministry) Part 2 course for Worship and Liturgy this year. Steve is now able to take services of the word (non-Eucharistic services). Pamela is our ALM for Pastoral Care (Woodmancote) and has been qualified for almost 3 years. We are grateful for their contribution and work. The PCC is keen to promote and encourage more church members to consider ALM. Information about the programme can be found on the Diocese of Chichester website (www.chichester.anglican.org).

  In addition to our ALMs we have a number of Lay Ministers of Communion and a team for the intercessions and another for the readings. During the year we have welcomed several new members to both these teams. This is good news.

  If you would like to be more involved please talk to one of the Churchwardens or to Nicki our Parish Administrator.

Performance

Electoral roll numbers

The number on the roll as at 8th May 2024 (APCM) was 217.

The total for the previous year was 223 (May 2023); since then there have been 5 additions to the roll. We have sadly lost 7 parishioners, and 4 have moved away.

Church Attendance

The average figures given below for Sunday attendance are based on the month of October 2024. The parish was in interregnum at that time.

Sunday Attendance

The average Sunday attendance at St Peters Henfield was 62 adults and 3 children (70 and 3 respectively in 2023). At St Giles Shermanbury it was 15 adults (15 in 2023) and at S Peters Woodmancote it was 17 adults (18 in 2023).

In total the average for Sunday across all three church was 94 adults and 3 children (103 and 3 respectively in 2023). The average, including weekday worship, was 110 adults (120 in 2023).

These figures above do not include those that participate online.

At the major Christian festivals of Easter and Christmas, the number attending our churches increases.



Attendance at Easter
This year the main Easter service was a combined service for all three churches in the parish as it was also the leaving service for Rev'd Paul and Jan Doick. The total attending on Easter Day was 218 (201 adults and 17 children). The comparable parish total for Easter day 2023 was 175.

Attendance at Remembrance Sunday Service
This year 228 adults and 136 children attended this special service at St Peter's, Henfield (204 adults and 128 children in 2023).

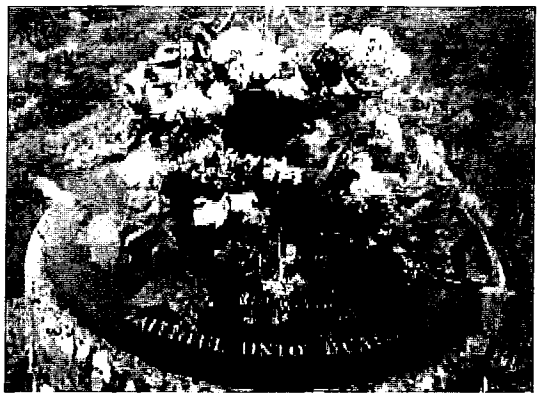
Attendance at Special Services during Advent
The village Advent Service held at St Peter's Henfield on the 1st of December, was attended by 63 adults. This is an ecumenical service attended by members from the other churches in the village.

All three of our churches held a Carol Service. The service at St Peters Church, Henfield (Sunday 22nd December), was attended by 140 people (221 in 2023), at St Giles Shermanbury (Sunday 15th December) 60 people (33 in 2023) attended the service, and at St Peters Woodmancote (Sunday 22nd December) 58 people (52 in 2023) attended.

There were two services for the children at St Peter's School, Henfield. The Christingle service for Reception and Key Stage 1 children was attended by 181 children and 115 adults. The Carol Service for Key Stage 2 children was attended by 220 children and 91 adults. The Henfield Scouts also had a Carol Service at St Peter's, Henfield, which attracted 76 adults and 72 children.

Attendance on Christmas Day and Christmas Eve
The number of people attending services on Christmas Eve and Christmas Day at St Peters, Henfield was 372, this figure includes the 75 children and 124 adults who attended the crib service on Christmas Eve. The Christmas Day service at St Giles' Shermanbury was attended by 19 adults and 3 children. The Carols and Readings for Christmas Eve at St Peter's Woodmancote attracted 63 adults. Comparison figures are omitted, because these can be misleading at Christmas when the numbers vary for many reasons, including what day of the week Christmas eve and Christmas day fall on.

Baptisms, Funerals and Weddings
As well as our regular services we hold a number of services across our three churches relating to life events.



During 2024, we had 12 baptisms (15 in 2023) and 12 marriages (2 in 2023)

There were 25 funeral services (16 in 2023) in our churches, with a further 10 held at crematoriums or cemeteries (18 in 2023) and 3 interment of ashes at either Henfield Cemetery or Henfield and Woodmancote Churchyards (12 in 2023).

Martyrs Cairn, Woodmancote Churchyard
Photo © Barry Chaston

Review of the year

Worship, Prayer and Discipleship

Prayer and worship remain at the very heart of our church life. St Peter's Church, Henfield is open every day from 8am to 6pm (or dusk if earlier). It is a place of peace and sanctuary, and many visit to reflect, pray, and light a candle.

Services and Service Pattern

The regular service pattern can be found in full on the church website. Each week during the vacancy there has been a combination of retired or active clergy and lay readers helping with our services and with their help we have largely managed to maintain a normal schedule.

In addition to our regular services, a number of special services were held to mark the festivals of the Christian Calendar, in particular: throughout Holy Week and on Good Friday, on Remembrance Sunday, on All Souls Day and during advent.

Each day of the Holy Week was marked with a service, including Compline and Reflection, a service of Tenebrae (with readings and music) and sung Holy Communion of the Last Supper and Vigil on Maundy Thursday.

On Good Friday there was a worship service for all ages in the morning, and a 'Walk of Witness' with members from the three Henfield churches. The Liturgy of Good Friday service took place at St Peter's Henfield in the afternoon.

On Easter Sunday, as well as the 8.30 service, there was a Parish wide service so that all three churches could worship together and celebrate the risen Christ, and give a fitting goodbye to Rev'd Paul and Jan.

The Remembrance Sunday service at St Peter's Henfield was ably led by Rev'd Dr Janneke Blokland and was followed by the parade and shot service at the Cagefoot Lane memorial. This service was very well attended.

The All Souls Day service that was taken by Rev'd Christina was also special. As in previous years it included the reading of the names of loved ones who have departed.



Farewell to Rev'd Paul & Jan. Photo © Helen Boosey

Children's Church

Each Sunday activities are laid out for children in the children's area. We have one regular family with three children that attends, and other families that come more occasionally. It works well that the children remain in the church during the service, the parents like this as do the congregation. It provides us all with an opportunity to get to know and involve these young families.

Although Sunday numbers are low, we continue to reach a significant number of children and young families through our work at St Peter's primary school, our 'Little Fishes' group for preschool children and with special services like that held for the cubs and scouts at Christmas.

The PCC remains very grateful to Karen Williamson for her work and commitment running Children's Church. Since Jan's departure in April she has run this on her own.

Music

On the second Sunday of each month the main service at Henfield is choir led and 'Music for the Eucharist: Mass of St Thomas' is used. The congregation is slowly becoming familiar with this.

The choir sings at Choral Evensong and, four times a year, the service of Matins (Morning Prayer) at Woodmancote is sung. The choir sings at the carol services in all three of our parish churches and on other special occasions. Much work goes into learning the music for all the services and we thank both Sidonie Winter (Choir Director) and all the choir members. *

The post of Organist for Henfield remains vacant but our services have been well covered by Stephen Wyman (church organist primarily for Shermanbury and Woodmancote) and Anthony Abbott (retired organist Henfield), as well as Sidonie Winter and John Holmstrom (volunteer). Scheduling has not always been straightforward due to illness, injury and other absences but we have managed.

The church bells at Henfield are rung most Sundays, calling people to worship, and are often requested at weddings and occasionally for funerals. This year the team had the pleasure of ringing the bells for the Induction Service of our new rector.

** Further details about the Choir and Bell Ringers are given in the section on Mission and Outreach.*

Spiritual Growth

The clergy and the PCC aim to encourage all those who worship at the three parish churches in their discipleship and spiritual growth. 2024 was designated by Bishop Martin as the Year of the New Testament and focus throughout the year has been given to this.

Rev'd Christina has led a 'home group'. The group meets fortnightly on a Monday afternoon for bible study and prayer followed by tea. New members are very welcome. The group studied Luke's gospel during the year and has now moved on to Acts.

There was no Lent course this year instead we were encouraged to use the Church of England's daily reflection booklet 'Watch and Pray', which invited us to seek out God in both familiar and unfamiliar places during Lent. A simple soup lunch was available each Wednesday throughout Lent enabling us to gather and eat together.

The weekly e-newsletter, as well as being a valuable means of communicating and sharing information, contains a number of resources to help us nurture our faith.

- ***Provision of pastoral care for people in the parish***

  Providing pastoral support is key to a caring church. We are committed to the provision of sensitive and compassionate care to ensure the well being of all people within the parish.

Home Communion, Care Homes and Self-Help Group
Holy Communion services continue to be held on the third Thursday of each month at both Red Oaks and Upper Mead Care Homes. Some residents prefer to receive communion in their rooms and those taking communion to them are delighted to do so. It is helpful when a family tells us their relative has moved to a care home so that good pastoral care can be provided. Through this work good relationships are being built with both staff and residents.

Terry's Cross House is a care home in Woodmancote originally for clergy, missionaries and their dependents. Whilst these applicants remain a priority, the home now also cares for any member of the Church of England and will offer a place to anyone who needs it if a vacancy arises. The trustees include Rev'd Christina (who is also chairman) and the clergy take a fortnightly service in the chapel there.

Parishioners are encouraged to ask for Holy Communion at home if they can no longer get to church.

Pastoral visiting and care
There are many reasons why people need care, particularly sickness and loss, not only of loved ones, but also other losses, such as jobs, income, housing and even purpose. The clergy and Pamela Chaston, our Authorised Lay Minister carry out much of the pastoral visiting as their role facilitates this. However the PCC recognises that many members of the church congregations are giving daily support and care to their friends, neighbours and in their work as volunteers within the community.

Bereavement Support Group
The care of the bereaved is another aspect of our pastoral ministry. The Bereavement Support Group is held monthly at the Haven, Henfield. The group is free and is open to adults within the community and surrounding area. The group is facilitated by a team of three church members. The aim is to provide a warm safe space where people who are grieving can connect with others and benefit from both emotional and practical support.

There has been a steady flow of people attending each month but overall numbers have fallen. The group is keen to reach all those who need support. If anyone can help with promoting the group please contact Nicki, our parish administrator.

Baptism Families and Wedding Couples
Pastoral Care also involves caring for each of our Baptism Families and many Baptism requests are made via Little Fishes. We try and maintain contact with these families.

Likewise we try and maintain contact with our wedding couples, and wedding anniversary cards are sent to couples married in our parish on their first anniversary and they are remembered in our prayers.

Ministry of Welcome
The ministry of welcome is particularly important. A friendly welcome may determine whether someone stays and returns to the church. The PCC has the responsibility for approving the welcomers / sidesmen every year.

There are 16 official welcomers at Henfield. At Woodmancote and Shermanbury the churchwardens perform this duty. The PCC is grateful for all those who provide such a good welcome on Sundays at our three churches.

- ***Mission and Outreach***
Community outreach is an essential part of our mission which we carry out both collectively but also individually through our everyday encounters and actions.

Members of our three congregations are involved in many different organisations, groups, networks and events throughout the parish; these include the Parish Council, Self Help Group, clubs and teams, and the WI, to name just a few. As such the church is deeply embedded into community life, not as an institution with official representation but through individuals living out their faith and inviting others to join in.

Key aspects of our outreach include:

St Peters Voluntary Aided Church of England Primary School
The school is a key part of our mission and a focus for our work in the community. Members of the PCC have a responsibility to support the school and ensure it maintains its Christian values. It is responsible for the nomination and approval of a number of the Foundation Governors who represent the church and who work to ensure the school develops with this Christian ethos in mind. Father Joe, in his position as Rector, is a Foundation Governor.

This year the school joined the Hurstpierpoint Education Trust (HET). This is a multi academy trust of currently eight primary schools in Mid-Sussex. It is linked to Hurstpierpoint College and is approved by the Diocese of Chichester.

Prior to Rev'd Paul's departure, the school had a SIAMS inspection - Statutory Inspection of Anglican and Methodist schools - which all church schools go through. This went very well. The report remarked on the excellent relationship the school has with the local church (i.e. us) and how the Christian vision for the school is understood and lived out by both the children and adults.

The school continue to attend services in the church at various times throughout the year. Two such occasions ere when the younger children came in to learn about Baptism with an enactment at the font, and when in November the Year 6 children took part in the Poppy Cross event. This was obviously a more serious occasion which involved a brief service during some pupils from each class read short eulogies for each of the fallen soldiers: after which the poppy crosses were taken and laid at the war graves.

Come the new year, Father Joe will start going into the school once a week.

Little Fishes
The 'Little Fishes' group for babies, pre-school children and their parents/carers has continued to thrive. The numbers attending are very good, with between 25 and 30 children a week and the same number of adults or more.

The group meets on a Friday between 9.30 and 11.00. The sessions, which are free of charge, include stories, singing, activities and refreshments, which the accompanying adults enjoy as much as the children. The PCC thanks all those involved in this important aspect of our work.

Parish Magazine
The monthly Parish Magazine continues to be distributed widely throughout the parish and is an essential part of our ministry and outreach. It is an expression of the life of our three churches and a reflection of our beliefs.

In June, the magazine editor received the unexpected news concerning the closure of the magazine printers, Gemini Print in Shoreham. Thanks to immediate research and hard work by the editor, Helen Boosey, with help from Richard Kendall and Pat Burdock, new printers were found and the July magazine appeared in good time.

The new printers are Bishops of Portsmouth who are providing the magazine at a lower cost and with no change to the print quality. Delivery has been on time every month.

The magazine is available each month of the year, price 80p; but 2 free copies are offered to subscribers who pay an annual subscription. We maintain our numbers of distributors to subscribers in Henfield and Shermanbury - approximately 750 copies are delivered by 41 distributors. Peter Bates continues to deliver magazines to Henfield High Street and Woodmancote each month and Peggy Barrow covers the postal deliveries. Magazines are sold at Stokes, the Shell Garage and the Small Dole Village Stores. Extra copies of the December magazines were again circulated free of charge.

The Annual "Thank You" Tea took place in Church House in November. Thanks to all those who attended and helped. The Magazine Committee continues to be grateful to everyone who helps with the important circulation of our Parish Magazine.

The PCC remains incredibly grateful to Helen Boosey (editor), Amanda Thibaut (assistant editor), Diana Halsey (distribution).

Although the magazine is not online, we have a Facebook page and we continue to engage with the community via this and our church web site.

Community Initiatives
We continue to support and get involved with local initiatives, including:

The Henfield Food bank - Our three churches support the Henfield Food bank which is run in partnership with Horsham Matters. We have a donation bin in the church porch at St Peter's, Henfield.

The Henfield Haven - This is a community centre providing activities and specialist services as well as a community cafe. A number of our church congregation support and regularly volunteer their services. Two church members help with the monthly Community Lunch which is open to everyone. The Bereavement Support Group meets at The Haven and in doing so, is able to introduce The Haven to those who may not know of it and the services offered.

Henfield Youth Club - Rev'd Christina, our retired priest, is a trustee of the club.

Groups and events
We have three groups that meet weekly in St Peter's Church, Henfield: the choir, the hand bell ringers and the bell ringers. These groups are not just for church goers, they are open to everybody and we are keen to welcome others in.

The choir rehearses on Friday evenings from 6 - 7.30pm and is currently recruiting. It leads the main Sunday service once a month, and also leads at choral evensong and choral matins (3 or 4 times a year): as well as participating in other choral events. The choir sings at all three parish churches.

There is a new grand piano at St Peter's Henfield which is used for rehearsals, church organs (at all three churches) and a substantial music library. If you would like to join please contact the choir director (see church website for details). You do not have to be able to read music, just be willing to do a bit of homework occasionally!



The hand bell ringers meet regularly on Saturday mornings 10.30 - 12.00 noon, including time for coffee, biscuits and chat! The group welcome anyone who would like to try the bells - musical knowledge not necessary although helpful - or just come in to sit and listen.

The group took the bells into the community twice in December 2024, first playing in the foyer of the village hall before the concert in aid of St Barnabas; then entertaining some of the residents of Red Oaks with Christmas carols and songs.

The hand bell ringers. Photo © Helen Boosey

The bell ringers practise on a Wednesday evening between 7.45 - 9.00 pm in the bell tower - obviously. St Peter's Church, Henfield has a ring of 8 bells and our bell ringers regularly ring for services, wedding and for other occasions. We have been told that a peal from our bells is one of the best in Sussex, come and listen for yourself. If you would like to join our team of ringers please contact the tower captain (see church web site for details) or come and meet us in the tower on a Wednesday evening.

Events
These are important as they bring us together with the wider community, and the other churches in the village; as well as raising funds.

The following events, not a definitive list, are representative of our activities:

The traditional Easter Monday 'Open Church and Coffee Morning' took place at St. Peter's Woodmancote. This and a number of other very congenial coffee morning (arranged by Pamela and Barry Chaston) took place to raise funds specifically for Woodmancote church.

The chairman and other members of the Prayer Book Society came along to the June choral evensong at Woodmancote; this included a splendid tea before the service and prayers at the Woodmancote Martyrs Cairn afterwards, where Sue Gunn laid flowers.

Henfield church was open for the Gardens and Arts festival in June. This was a busy weekend with 'crowds' of people visiting the church to enjoy the cafe, music events, and photographic display. The refreshments, as in previous years, were by donation, hopefully allowing everyone to participate and feel welcome. Thankfully there was lots of help from members of our three congregations.

The Henfield Ukulele Group and The Pyecombe Village Choir, two of the Saturday events in church, attracted a good audience and were much appreciated. The Church was also full for the 'The Big Hymn Sing' on Sunday afternoon, which was ably led by Sidonie Winter.

At the end of July, the Friends of St Giles, Shermanbury, held a summer evening concert of 'Jazz in the Boneyard' with the Mark Travers Project. Thankfully the weather was kinder this year and people enjoyed an evening of music and picnics in the open air.



The Big Hymn Sing. Photo © Katrina Phipps



Harvest supper. Photo © Barry Chaston

Once again we had a lovely Harvest supper, particularly so this year because it was held in our Henfield church, with seating on two long tables that ran the whole length of the nave.

Members from all three churches attended as well as some visitors. It was good that Rev'd Janneke was able to join us.

The Grant Harvest Draw took place at the end of the evening. Our sincere thanks go to Maureen Dexter who, with the help of her team, has organised this event for many years; and to Jackie and Peter Bates who ran another very successful draw, They too have been organising our annual drawfor many years. We are so very grateful.

In November, two of our churches had stalls at the Charities Fair held in Henfield Village Hall. The Woodmancote stall followed the theme of 'Christmas', and the Friends of St Peter's, Henfield stall that of 'Chocolate'. Members of St Peter's Church, Henfield also did the catering providing bacon butties and other refreshments. We are looking for someone to organise the refreshments in future years

In early December Brass Fusion put on 'Carols by Candlelight' at St Peter's, Woodmancote. It was good to have the new lighting augmenting the candles lining the footpath. Also in December Hilary Green organised a group of carol singers to sing at the Village Christmas Evening to raise money for the Children's Society. Throughout the year there was a number of events run by The Friends of St Peter's to raise funds for the Henfield church building, including their regular board game afternoons for games, laughter and companionship along with a cup of tea and cake. In May they hosted 'Saints and Sinners' an evening of music and faith with John Holmstrom and Dominic Tring.

A number of 'Churches Together' lunches have been held this year. These have proved very popular and beneficial in bringing us together as Christians. Following the Walk of Witness on Good Friday the Free Church hosted coffee and hot cross buns which is always much appreciated.

The PCC would like to thank all those who get involved and give of themselves to represent the church through these and other activities.

Charity Giving
As part of our mission and outreach work, a proportion of the money collected at services, and raised at events is given to both local and national charities. In 2024 the total amount given was £1,419.

The Royal British Legion Poppy Appeal received the Remembrance Day collection of £425.

The Children's Society received £338 collected at the school Christingle service and through charity collection pots.

Family Support Work ('FSW'), a charity that supports children and families across Sussex, received £552. This was half of the money we received in donations over the Garden & Arts weekend.

Turning Tides, a charity that provides homeless services for adults in West Sussex received £52, as did the Church Mission Society, a charity that equips and encourages individuals and groups of people 'at the edges' of society.

All the Harvest thanksgiving goods donated in our churches and at St Peter's school were given to our local charities FSW and Horsham Matters.

Our congregations continue to support Christian Aid through the purchase of cards, chocolates (Easter eggs and Advent calendars included) and other Fair Trade goods sold in our Henfield church throughout the year; and over a two week period in September, our churches facilitated donations to the Christian Aid appeal for Gaza.

Financial review

Financially speaking, 2024 was a mixed year with our total expenditure exceeding total income, including gains on investments, by £93,631. The gradual reduction in the level of our General Fund, which began in previous years, continued. Furthermore, it was necessary to transfer a large chunk of the money held on the Valerie Binstead Restricted Fund to St Peter's Primary School for the benefit of children who attend that establishment. This has meant that, despite careful monitoring of cashflow, it was necessary to withdraw money twice during the year from our main CCLA Deposit Account. We faced a dilemma with the figure on our General Fund at end December being over £400,000 but cash balances standing at less than £88,000. We are anxious to avoid the need to sell investments (in whole or in part) because this would lead to reduced income. Plans of ways to increase unrestricted receipts have already been mooted.

But all was not doom and gloom! Although it was, sadly, not possible to hold an annual fete, a very successful Harvest Draw, with donated prizes worth over £800, was run raising some £1,800 to help boost our General Fund. As in previous years, we paid our full parish share to the Diocese of Chichester. At Henfield Church, maintenance work included the installation of surge protection and a new PIR sensor as well as other minor tasks.

Refurbishment of rainwater goods at Woodmancote Church was also carried out. But nothing significant was required in 2024 for Shermanbury Church other than standard day to day activities. Prior to the arrival of our new Rector and his wife in November, the Parish helped fund new carpets and decorations for the Vicarage. New fixed--term contracts for gas at Henfield Church and electricity for Shermanbury Church were obtained benefitting from bulk buying offered by Parish Buying. Despite this and our other energy contracts negotiated previously in a similar way, church utility bills for 2024 were more than twice the equivalent figure in 2023, reflecting mainly the general rise in such costs.

The Friends of St Giles ran a very successful "Jazz in the Boneyard" event in July to boost funds as well as obtaining regular donations, both for the upkeep of Shermanbury church. Donations were again received from the Friends of St Peter's, Henfield and held for the benefit of the fabric of that church. Money raised at several events/ activities at St Peter's Church, Woodmancote contributed to its restricted Fabric Fund

As at the end of 2024, the value of our fixed asset investments stood at £428,521 compared with £417,263 a year before.

Income

During 2024, total receipts from donations and legacies and other trading activities on unrestricted funds were £130,430 (2023: £155,652) and are detailed in the Financial Statements. Our main income is regular planned giving from members of the church congregations, which amounted to £48,806 (2023: £49,240). This was a small reduction compared with 2023 and part of a gradual but continuing trend. The PCC was again extremely grateful to all who contributed financially to the parish through planned giving and collections. The Parish Giving Scheme, whereby church members can give to the church regularly by direct debit, continues to work well. We urge new contributors to consider using this scheme which enables us to receive donations and gift aid generally within ten days of the donation being collected from the members' accounts. This is a very efficient way for both the giver and the church. The PCC will continue to promote its use as part of a wider strategy to maximise our income.

The total amount of Restricted fund income received during 2024 was £7,101 (2023: £78,503) arising from donations and investment income. Within unrestricted income receipts of £148,570 (2023: £172,785), the parish benefits substantially from other income (known as 'other trading activities') of £40,162 (2023: £36,982). This comprises fees for weddings and funerals (£8,605; 2023: £5,559), sales of the parish magazine and advertisement fees (£19,869; 2023: £19,777) and rent received from property and from letting Church House in Henfield (£11,688; 2023: £10,146).

Expenditure

Total payments from unrestricted funds were £201,438 (2023: £220,645) and are also detailed in the Financial Statements. Allowing for gains on investments, the net movement on unrestricted funds resulted in a deficit of £43,158 (2023: deficit of £28,824).The largest expenditure for the PCC was the Parish Contribution to the Diocese to cover ministry costs. This amounted to £81,445 (100% of the figure allocated by the Diocese) (2023: £78,795). This sum covers the cost to the parish of the housing, stipend, national insurance and pension costs of the clergy and includes a contribution towards Diocesan and national church costs. It remains PCC policy to aim to pay 100% of Diocesan costs, whenever possible, although, for 2025, this has not been considered affordable. Staff, church running expenses, upkeep of the churchyards in Henfield and Woodmancote and church utility bills are the next largest items of expenditure totalling £77,430 (2023: £68,650). These costs include caring for the fabric of our three grade 2* listed buildings.

The closing balances on the unrestricted, restricted and endowment funds as of 31 December 2024 were £524,865 (2023: £568,023), £53,693 (2023: £105,714) and £69,311 (2023:£67,763) respectively. Total funds stood at £647,869 (2023: £741,500).

Reserves policy and Investment policy

The PCC reviewed its reserves policy in 2020 and agreed to maintain an unrestricted cash balance on the General Fund that is equivalent to 3 months of unrestricted expenditure, currently £50,000. During 2024 this was maintained. The PCC has the care of three grade 2* listed churches and understands that the upkeep or improvement of these buildings takes considerable financial investment that cannot always be achieved by regular fundraising.

With that in mind, in 2021 it invested £300,000 of the proceeds of the sale of oodmancote Hall and agreed that this initial investment will be for between 5 and 10 years. In January 2024, the PCC reviewed and maintained its investment policy which had been prepared with reference to the Charity Commission's recommended guidance, "Charities, and Investment Matters: A guide for trustees.".

The PCC believes that the best types of investments for its purposes are held by investment companies whose funds cover a wide range of asset classes. Such multi-asset funds generally include Equities, Bonds, Property and Cash. The PCC believes that to realise its objectives using in a multi-asset pooled fund, for example that offered by the CCLA Investment Fund or M&G Multi Asset Fund for charities, in which many Church of England Parishes invest, would best meet its investment requirements. Such funds are usually also low cost and simple to administer as they delegate the day-to-day investment decisions to the fund manager and already operate within an established ethical ramework. They generally provide long-term capital growth as well as income. The PCC operates an ethical investment policy that follows the guidance of the Church of England's Ethical Investment Advisory Group (EIAG). The ethical investment policies recommended by the EIAG are the basis for a distinctly Christian approach to investment and the PCC's investments are in line with that guidance.

The Chichester Diocesan Fund and Board of Finance (Incorporated) is Diocesan Authority (akin to custodian trustee) in respect of certain fixed assets and investment funds held on permanent trust, by virtue of the Parochial Church Councils (Powers) Measure 1956 and the Incumbents and Churchwardens (Trusts) Measure 1964.

Plans for future periods

Father Joe writes:

One of the (many) pieces of advice given to any new incumbent of a parish is not to make significant changes in the first year. Of course, if something is disastrous or heretical it would be irresponsible to ignore it, but otherwise it is advisable to learn the context – the people, the parish, the villages etc – before leaping in with both feet. With that in mind (and because I haven't encountered anything disastrous or heretical – yet) there'll be no significant changes during the coming year – other than the return of the Summer Fete, of course!

Having said that, in the words of JF Kennedy, 'time and the world do not stand still. Change is the law of life. And those who look only to the past or the present are certain to miss the future'. There is always work to do, for 'no one who puts a hand to the plough and looks back is fit for the kingdom of God' (Mark 9:62). So what should our priorities be for the year ahead? What should our focus be as we play our small part in the building of God's kingdom?

As I see it there are three main areas which we should work to develop: worship and mission; pastoral care; and events and fundraising. It is my intention to set up three sub-committees of the PCC to oversee and develop each of these areas, with the standing committee remaining in place. The new sub-committees' remits would be something like this (subject to change – these are just my initial thoughts):

Worship and Mission sub-committee:

- *Overseeing liturgy and music*
- *Planning new services to reach the unchurched (especially the young people in the villages)*
- *Seeking opportunities to spread the Gospel within the community*

Pastoral Care sub-committee:

- *Overseeing pastoral care provision*
- *Liaising with our care homes re services and other events*

Events and Fundraising sub-committee

- *Seeking opportunities for fundraising for the parish*
- *Planning events for fundraising or outreach purposes*

These then cover the main areas of worship, mission, pastoral care and fundraising, with other matters such as buildings and finance being overseen by the Standing Committee. While each of these three new committees would need to be chaired by a PCC member, not all of those on the committee need to be PCC members: this makes it an effective way to draw others into the life and running of the churches.

Yours in Christ,

Fr Joe

The trustees' report was approved by the Board of Trustees.

J.M.Padfield

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The Rev'd Joseph Padfield

Chairman

Date: 9 APRIL 2025

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

I report to the trustees on my examination of the financial statements of The Parish of Henfield with Shermanbury and Woodmancote (the PCC) for the year ended 31 December 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no 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 PCC as required by section 130 of the 2011 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Kristina Perry

Kristina Perry FCCA

Carpenter Box
Amelia House
Crescent Road
Worthing
West Sussex
BN11 1RL

Dated: 24/04/25.

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

Current financial year	Notes	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Total 2023 £
Income from:							
Donations and legacies	3	88,501	1,767	5,999	-	96,267	196,089
Other trading activities	4	10,105	30,057	-	-	40,162	36,982
Investments	5	18,140	-	1,102	-	19,242	18,217
Total income		116,746	31,824	7,101	-	155,671	251,288
Expenditure on:							
Raising funds	6	143	25,923	651	-	26,717	43,896
Charitable activities	7	175,238	134	58,471	-	233,843	181,673
Total expenditure		175,381	26,057	59,122	-	260,560	225,569
Net gains on investments	12	9,710	-	-	1,548	11,258	24,867
Net income/(expenditure)		(48,925)	5,767	(52,021)	1,548	(93,631)	50,586
Transfers between funds		5,000	(5,000)	-	-	-	-
Net movement in funds		(43,925)	767	(52,021)	1,548	(93,631)	50,586
Reconciliation of funds:							
Fund balances at 1 January 2024		457,562	110,461	105,714	67,763	741,500	690,914
Fund balances at 31 December 2024		413,637	111,228	53,693	69,311	647,869	741,500

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 24 to 41 form part of these financial statements.

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Prior financial year	Notes	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Income from:						
Donations and legacies	3	101,646	17,024	77,419	-	196,089
Other trading activities	4	7,059	29,923	-	-	36,982
Investments	5	17,133	-	1,084	-	18,217
Total income		125,838	46,947	78,503	-	251,288
Expenditure on:						
Raising funds	6	6,096	37,474	326	-	43,896
Charitable activities	7	176,762	313	4,598	-	181,673
Total expenditure		182,858	37,787	4,924	-	225,569
Net gains on investments	12	19,036	-	-	5,831	24,867
Net income/(expenditure)		(37,984)	9,160	73,579	5,831	50,586
Transfers between funds		4,000	(4,000)	-	-	-
Net movement in funds		(33,984)	5,160	73,579	5,831	50,586
Reconciliation of funds:						
Fund balances at 1 January 2023		491,546	105,301	32,135	61,932	690,914
Fund balances at 31 December 2023		457,562	110,461	105,714	67,763	741,500

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	14		83,894		83,894
Investment property	15		60,000		60,000
Investments	16		428,521		417,263
			572,415		561,157
Current assets					
Debtors	17	3,616		5,245	
Cash at bank and in hand		87,574		195,331	
		91,190		200,576	
Creditors: amounts falling due within one year	18	15,736		20,233	
Net current assets			75,454		180,343
Total assets less current liabilities			647,869		741,500
The funds of the PCC					
Endowment funds	20		69,311		67,763
Restricted income funds	21		53,693		105,714
Unrestricted funds - general			413,637		457,562
Unrestricted funds - designated	22		111,228		110,461
			647,869		741,500

The financial statements were approved by the trustees on 9 APRIL 2025

J.M.Padfield

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The Rev'd Joseph Padfield

Trustee

THE PARISH OF HENFIELD WITH SHERMANBURY AND WOODMANCOTE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

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1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote is a charity registered in England and Wales. The charity's registered number and principal address can be found in the charity's information page.

1.1 Accounting convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body,nor those which are informal gatherings of church members.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the PCC. Monetary amounts in these financial statements are rounded to the nearest £1.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Funds held by the charity are either:

Unrestricted general funds - these are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds - these are unrestricted funds set aside by trustees for a specific purpose.

Restricted funds - these are funds which are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds - these are funds are subject to specific conditions by donors that the capital must be maintained by the PCC.

1.4 Income

Income is recognised when the PCC is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1 Accounting policies (Continued)

Donations and legacies
Collections are recognised when received.
Planned giving receivable is recognised when their is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.
Gift aid recovered is recognised when the income to which it is attached is recognised.
Grants and legacies are recognised when a formal offer in writing of the funding, is received by the PCC.

Other trading activities
Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a -when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Income from sales of magazines and study notes is recognised when received.
Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investments
Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.

All other income
All other income is recognised in accordance with the above overall policy.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Grants
Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities
The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1 Accounting policies (Continued)

1.6 Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed for the church's inventory which can be inspected by are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are expensed in the year they were incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Investment property

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost, which includes the purchase cost and any directly attributable expenditure. Subsequently it is measured at fair value at the reporting end date. The surplus or deficit on revaluation is recognised in profit or loss.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.9 Impairment of fixed assets

At each reporting end date, the PCC reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The PCC has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the PCC's balance sheet when the PCC becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1 Accounting policies (Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors,are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the PCC's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the PCC is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the PCC's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

3 Income from donations and legacies

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	87,001	1,767	5,999	94,767	99,034	8,355	7,419	114,808
Legacies receivable	-	-	-	-	-	-	70,000	70,000
Grants receivable	1,500	-	-	1,500	2,612	8,669	-	11,281
	88,501	1,767	5,999	96,267	101,646	17,024	77,419	196,089
Donations and gifts								
Planned giving (excl. tax refunds)	48,806	-	-	48,806	49,240	-	-	49,240
Loose cash collections	13,201	-	-	13,201	15,667	-	-	15,667
Fundraising	3,074	-	1,938	5,012	4,954	236	2,724	7,914
Sundry donations and special appeals	8,725	1,767	4,061	14,553	15,271	8,119	4,695	28,085
Gift Aid recoverable	13,195	-	-	13,195	13,902	-	-	13,902
	87,001	1,767	5,999	94,767	99,034	8,355	7,419	114,808

4 Income from other trading activities

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Total 2024 £	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Total 2023 £
Fees for weddings & funerals	8,605	-	8,605	5,559	-	5,559
Rent	1,500	-	1,500	1,500	-	1,500
Church hall lettings	-	10,188	10,188	-	10,146	10,146
Magazine advertisement fees	-	14,714	14,714	-	15,104	15,104
Sales of the parish magazine	-	5,155	5,155	-	4,673	4,673
Other trading activities	10,105	30,057	40,162	7,059	29,923	36,982

5 Income from investments

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from listed investments	14,024	1,102	15,126	12,638	1,084	13,722
Interest receivable	4,116	-	4,116	4,495	-	4,495
	18,140	1,102	19,242	17,133	1,084	18,217

6 Expenditure on raising funds

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Fundraising and publicity								
Other fundraising costs	143	-	651	794	639	-	326	965
Trading costs								
Church hall running costs	-	12,379	-	12,379	5,457	22,307	-	27,764
Parish magazine costs	-	13,544	-	13,544	-	15,167	-	15,167
	-	25,923	-	25,923	5,457	37,474	-	42,931
Total costs	143	25,923	651	26,717	6,096	37,474	326	43,896

7 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
Direct costs		
Staff costs	21,424	21,524
Mission giving	654	1,518
Ministry: diocesan parish contribution	81,445	78,795
Ministry: benefice office costs	5,059	5,915
Upkeep of services	3,814	2,289
Church running expenses	25,280	25,222
Upkeep of churchyard	8,719	10,911
Parsonage houses	4,822	6,812
Church utility bills	22,007	10,993
Renovations	-	13,602
Funding to St Peter's school	57,113	-
	230,337	177,581
Share of support and governance costs (see note 9)		
Support	926	1,452
Governance	2,580	2,640
	233,843	181,673
Analysis by fund		
Unrestricted funds - general	175,238	176,762
Unrestricted funds - designated	134	313
Restricted funds	58,471	4,598
	233,843	181,673

8 Mission and charitable giving

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total funds 2024 £	Total funds 2023 £
The Children's Society	-	338	-	338	265
Royal British Legion Poppy Appeal	-	425	-	425	300
Turning Tides	52	-	-	52	450
Family Support Work	552	-	-	552	335
Christian Aid	-	-	-	-	168
Church Mission Society	52	-	-	52	-
	656	763	-	1,419	1,518

9 Support costs allocated to activities

		2024	2023
		£	£
	Basis of allocation		
Administrative costs	*Direct*	926	1,452
Governance costs		2,580	2,640
		3,506	4,092
Analysed between:			
Charitable activities		3,506	4,092

Governance costs of £2,580 (2023: £2,640) relate solely to fees associated with the preparation and independent examination of the church accounts.

10 Trustees

No PCC members, nor persons closely connected with them, received any form of remuneration in respect of their work as a member of the PCC. Expenses relating to church running and upkeep, fundraising events and clergy working expenses, amounting to £1,038 were reimbursed to 5 members of the PCC (2023: £1,756 reimbursed to one member of the PCC, in relation to clergy working expenses). In addition, one member of the PCC also received a salary of £4,593 (2023: £3,612) for acting as the Choir Director, and another received fees of £4,708 (2023: £3,403) for acting as Parish Magazine Editor, and a further £249 (2023: £nil) for designing and printing an information leaflet.

Aggregate donations amounting to £8,332 (2023: £8,661) were received by the charity from members of the PCC.

11 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
	3	4

Employment costs	2024	2023
	£	£
Wages and salaries	21,424	21,524

No members of the senior management team were paid through the charity's payroll (2023: none).

There were no employees whose annual remuneration was more than £60,000.

12 Gains and losses on investments

	Unrestricted funds 2024	Endowment funds 2024	Total 2024	Unrestricted funds 2023	Endowment funds 2023	Total 2023
Gains/(losses) arising on:	£	£	£	£	£	£
Revaluation of investments	9,710	1,548	11,258	19,036	5,831	24,867

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

14 Tangible fixed assets

	£
Cost	
At 1 January 2024	83,894
At 31 December 2024	83,894
Carrying amount	
At 31 December 2024	83,894
At 31 December 2023	83,894

The freehold land and buildings comprise Church House. For accounting purposes, the historical cost of this property was £83,894.

15 Investment property

	2024 £
Fair value	
At 1 January 2024 and 31 December 2024	60,000

The investment property has a value of £60,000, valued by Marcus Grimes FNES MARLA of Marcus Grimes Estate Agents on 6 October 2020.

16 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2024	417,263
Valuation changes	11,258
At 31 December 2024	428,521
Carrying amount	
At 31 December 2024	428,521
At 31 December 2023	417,263

17 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	294	3,219
Prepayments and accrued income	3,322	2,026
	3,616	5,245

18 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Deferred income	19	8,247	12,819
Trade creditors		4,498	4,774
Other creditors		411	-
Accruals		2,580	2,640
		15,736	20,233

19 Deferred income

	2024	2023
	£	£
Other deferred income	8,247	12,819

Deferred income is included in the financial statements as follows:

	2024	2023
	£	£
Deferred income is included within:		
Current liabilities	8,247	12,819
Movements in the year:		
Deferred income at 1 January 2024	12,819	9,514
Released from previous periods	(12,819)	(9,514)
Resources deferred in the year	8,247	12,819
Deferred income at 31 December 2024	8,247	12,819

20 Endowment funds

Endowment funds represent assets which must be held permanently by the PCC. Income arising on the endowment funds is included as restricted income where required in accordance with the terms of the original bequest, or otherwise as unrestricted income to be used in accordance with the objects of the PCC. Any capital gains or losses arising on the assets form part of the fund.

	At 1 January 2024	Gains and losses	At 31 December 2024
	£	£	£
Permanent endowments			
Dunlop	9,367	211	9,578
Nellen	1,130	26	1,156
Hibberd/King	29,191	668	29,859
Graves Trust (Woodmancote)	9,403	216	9,619
Warner (Woodmancote)	14,603	334	14,937
West (Woodmancote)	4,069	93	4,162
	67,763	1,548	69,311

20 Endowment funds (Continued)

Previous year:	At 1 January 2023	Gains and losses	At 31 December 2023
	£	£	£
Permanent endowments			
Dunlop	8,566	801	9,367
Nellen	1,032	98	1,130
Hibberd/King	26,680	2,511	29,191
Graves Trust (Woodmancote)	8,600	803	9,403
Warner (Woodmancote)	13,337	1,266	14,603
West (Woodmancote)	3,717	352	4,069
	61,932	5,831	67,763

Endowment Funds comprise:

- The Dunlop bequest, to be spent at the Vicar's discretion;
- The Nellen bequest, to be spent on Altar-frontals;
- The Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- The Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- The Warner fund, which is endowed with income to be used for upkeep of the churchyard at Woodmancote church; and
- The West fund, which is endowed with income to be used for upkeep of the churchyard at Woodmancote church.

21 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2024	Incoming resources	Resources expended	At 31 December 2024
	£	£	£	£
Churchyard	1,992	811	(811)	1,992
The Friends of St Peter's Church	12,609	2,020	(547)	14,082
Dunlop	1,340	260	-	1,600
Nellen	213	31	-	244
Youth and Children	3,049	-	-	3,049
Woodmancote Fabric	7,585	1,784	-	9,369
Friends of St Giles	6,986	2,195	(651)	8,530
Powell	1,014	-	-	1,014
Woodmancote Organ	926	-	-	926
Valerie Binstead	70,000	-	(57,113)	12,887
	105,714	7,101	(59,122)	53,693

Previous year:	At 1 January 2023	Incoming resources	Resources expended	At 31 December 2023
	£	£	£	£
Churchyard	1,195	797	-	1,992
The Friends of St Peter's Church	8,609	4,000	-	12,609
Dunlop	1,208	257	(125)	1,340
Nellen	183	30	-	213
Youth and Children	3,049	-	-	3,049
Woodmancote Fabric	9,942	1,155	(3,512)	7,585
Friends of St Giles	6,009	2,264	(1,287)	6,986
Powell	1,014	-	-	1,014
Woodmancote Organ	926	-	-	926
Valerie Binstead	-	70,000	-	70,000
	32,135	78,503	(4,924)	105,714

21 Restricted funds (Continued)

Restricted funds comprise:

- Churchyard: Funded by the Hibberd/King endowment to help finance the upkeep of St Peter's Church, Henfield churchyard;
- The Friends of St Peter's Church: Holds funds provided by The Friends of St Peter's Church, an independent organisation. Its purpose is to raise money for the fabric of St Peter's Church, Henfield;
- Dunlop: Receiving income from the endowment of the same name, expenditure is at the discretion of the Vicar of St Peter's Church, Henfield;
- Nellen: This is funded from the Nellen endowment and provides finance in connection with altar frontals;
- Youth and Children's Fund: Set up to provide funding for youth and children's activities;
- Woodmancote Fabric: Holds funds donated/raised specifically for the upkeep of the fabric of St Peter's Church, Woodmancote;
- Friends of St Giles: Overseen by a committee of the PCC, which raises funds for the fabric of St Giles Church, Shermanbury;
- Powell: A legacy specifically for the upkeep of the church and churchyard of St Peter's Church, Henfield;
- Woodmancote Organ: Established to provide money for the organ at St Peter's Church, Woodmancote; and
- Valerie Binstead: A legacy from the estate of the late Valerie Binstead, to be used for the benefit of children at St Peter's Primary School in Henfield.

22 Unrestricted funds - designated

These are unrestricted funds which are material to the PCC's activities.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
Church House Building	83,894	-	-	-	83,894
Church House	12,819	11,848	(12,378)	-	12,289
Flower fund	602	50	(134)	-	518
Frontal Chest & Porch Doors	4,715	-	-	-	4,715
The Keys	285	-	-	-	285
Parish Magazine	2,922	19,869	(13,545)	(5,000)	4,246
Piano Tuning	154	-	-	-	154
Screen & Projector	2	-	-	-	2
Woodmancote Coffee	1,167	57	-	-	1,224
Woodmancote fabric	3,901	-	-	-	3,901
	110,461	31,824	(26,057)	(5,000)	111,228

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
Church House Building	83,894	-	-	-	83,894
Church House	8,291	26,836	(22,308)	-	12,819
Flower fund	785	50	(233)	-	602
Frontal Chest & Porch Doors	4,715	-	-	-	4,715
The Keys	285	-	-	-	285
Parish Magazine	2,261	19,827	(15,166)	(4,000)	2,922
Piano Tuning	-	234	(80)	-	154
Screen & Projector	2	-	-	-	2
Woodmancote Coffee	1,167	-	-	-	1,167
Woodmancote Fabric	3,901	-	-	-	3,901
	105,301	46,947	(37,787)	(4,000)	110,461

22 Unrestricted funds - designated (Continued)

Designated Funds comprise:

- Church House Building: This is the historical value of Church House, the church hall at St Peter's Church, Henfield;
- Church House: Receives income from lettings and meets expenditure in connection with the maintenance and upkeep of the building;
- Flower Fund: Used to fund flower arrangements for St Peter's Church, Henfield;
- Frontal Chest & Porch Doors: A generous donation which the PCC has set aside for the purchase of an altar frontals chest and installation of new porch doors, both at St Peter's Church, Henfield;
- The Keys: Funds arise from events, such as concerts, the proceeds of which are often donated to other charities;
- Parish Magazine: Holds income from the magazine and meets its costs;
- Piano Tuning: A fund designated by the PCC to help finance tuning of the grand piano at St Peter's Church, Henfield;
- Screen and Projector: Holds funds designated for the installation of a screen and projector at St Peter's Church, Henfield;
- Woodmancote coffee: Donations arising from refreshments provided at St Peter's Church, Woodmancote, and designated to meet various costs at that church; and
- Woodmancote fabric: Funds raised, and set aside by the PCC, to cover costs associated with the fabric of St Peter's Church, Woodmancote.

23 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2024
	£	£	£	£	£	£
General funds	457,562	116,746	(175,381)	5,000	9,710	413,637

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2023
	£	£	£	£	£	£
General funds	491,546	125,838	(182,858)	4,000	19,036	457,562

24 Analysis of net assets between funds

	Unrestricted funds general 2024	Unrestricted funds designated 2024	Restricted funds 2024	Endowment funds 2024	Total 2024
	£	£	£	£	£
Fund balances at 31 December 2024 are represented by:					
Tangible assets	-	83,894	-	-	83,894
Investment properties	60,000	-	-	-	60,000
Investments	359,210	-	-	69,311	428,521
Current assets/(liabilities)	(5,573)	27,334	53,693	-	75,454
	413,637	111,228	53,693	69,311	647,869

	Unrestricted funds general 2023	Unrestricted funds designated 2023	Restricted funds 2023	Endowment funds 2023	Total 2023
	£	£	£	£	£
Fund balances at 31 December 2023 are represented by:					
Tangible assets	-	83,894	-	-	83,894
Investment properties	60,000	-	-	-	60,000
Investments	349,500	-	-	67,763	417,263
Current assets/(liabilities)	48,062	26,567	105,714	-	180,343
	457,562	110,461	105,714	67,763	741,500

25 Related party transactions

There were no disclosable related party transactions during the year (2023 - none), other than those disclosed at note 10.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMA

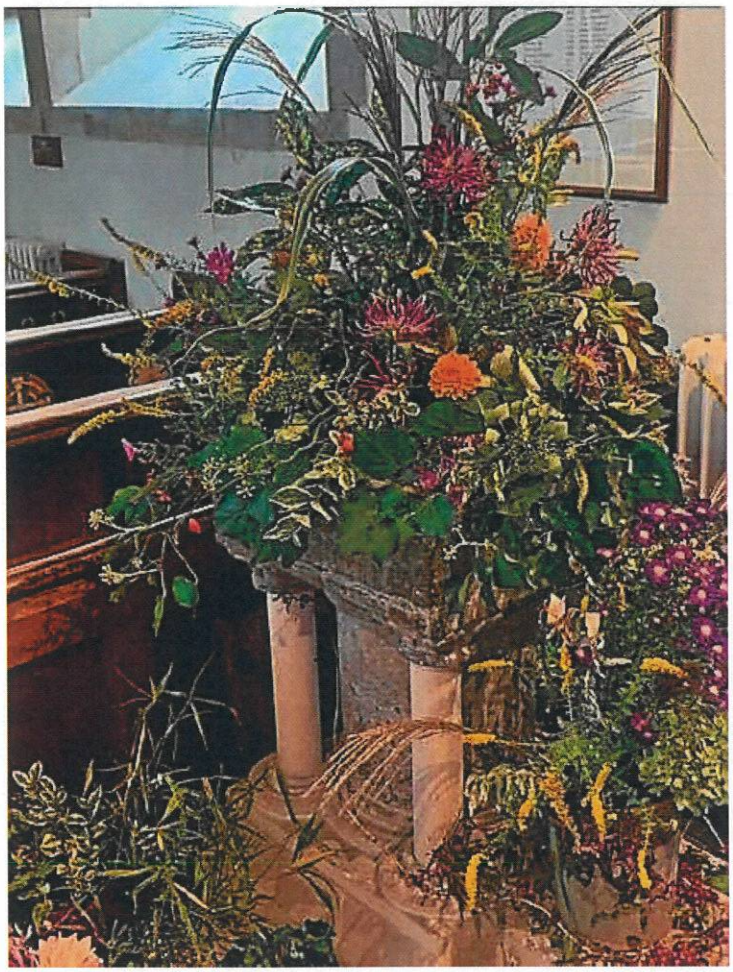
England & Wales - Charity number 1130458

Accounts

Charity registration No. 1130458

The Parish of Henfield with Shermanbury and Woodmancote

"Learning, Living and Sharing God's Love"



ANNUAL REPORT and FINANCIAL STATEMENTS for the year ended 31 December 2023

Incumbent: The Rev'd Paul Doick (resigned April 2024); The Vicarage, Church Lane, Henfield, West Sussex, BN5 9NY

Independent Examiner: TC Group, The Courtyard, Shoreham Road, Upper Beeding, Steyning, West Sussex, BN44 3TN

Bankers: Barclays Bank PLC, 1 Chapel Road, Worthing West Sussex, BN11 1EX
The CBF Church of England Deposit Fund, 80 Cheapside, London, EC2V 6DZ

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The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Trustees Report
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Administrative information

The Parish of Henfield with Shermanbury and Woodmancote (HSW) has three parish churches: the church of Saint Peter's, Henfield, the church of Saint Giles', Shermanbury, and the church of Saint Peter's, Woodmancote. The Parish is in the Deanery of Hurst, the Archdeaconry of Horsham and the Church of England Diocese of Chichester. *Correspondence address: The Parish Office, St Peter's Church, Church Lane, Henfield, West Sussex, BN5 9NY.*
Email: admin@henfield.org. Church Website: henfield.org

The Parochial Church Council (PCC) is registered with the Charity Commission (registration number 1130458). PCC members (see below) are all trustees of the charity.

	Name	Position	Until
Incumbent	The Rev'd Paul Doick		
Assistant curate	The Rev'd Heather Wilkin		30.07.23
Churchwardens	Pat Burdock (H)	*Parish Safeguarding Officer*	2024
	Nick Cryer (H)		2024
	Richard Putnam (S)		2024
	Jan Pool (S)		2024
	Barry Chaston (W)		2024
	Vacancy (W)		
Deanery Synod	Jan Doick (H)		2026
	Steve McGrath		2026
	Heather McFarlane-Cryer (H)		2026
	Sidonie Stevens (H & W) (aka Sidonie Winter)		2026
Elected PCC members	Richard Kendall (H)	*PCC Treasurer*	2024
	Katrina Phipps (H)	*PCC Secretary*	2024
	Pamela Chaston (W)		2024
	Karen Williamson (H)		2025
	Angela Underwood (W)		2025
	Helen Boosey(H)		2025
	Sue Gunn (W)		2026
	Michael Pool (S)		2026

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
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Structure, Governance and Management

The Parochial Church Council
The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. Membership of the PCC is determined under the Church Representation Rules (2017).

The PCC, together with the rector, steers the life of the church in its mission, witness and service in the parish. The PCC is responsible for the financial affairs of the church, and the care and maintenance of the church fabric.

The Henfield, Shermanbury and Woodmancote PCC comprises: the rector of the parish, the assistant curate, the churchwardens of the three parish churches, the elected members to the deanery synod, and up to nine representatives of the laity, who are elected at the Annual Parochial Church Meeting (APCM) and serve for a period of up to three years.

Two churchwardens are elected for each of our churches. There remains a vacancy for a second churchwarden at Woodmancote. From August 2023 the parish no longer has an assistant Curate, and this is likely to be the situation for the foreseeable future.

The PCC met 6 times during the year.

The PCC congratulates:
Rev'd Heather who, following the completion of her post as curate with us, has become Vicar of the Parish of West Hoathly and Highbrook, in the District of Mid Sussex. The PCC is extremely grateful for her work and all that she achieved during her time here. We wish her and her family the very best in their new parish. (photo page11)

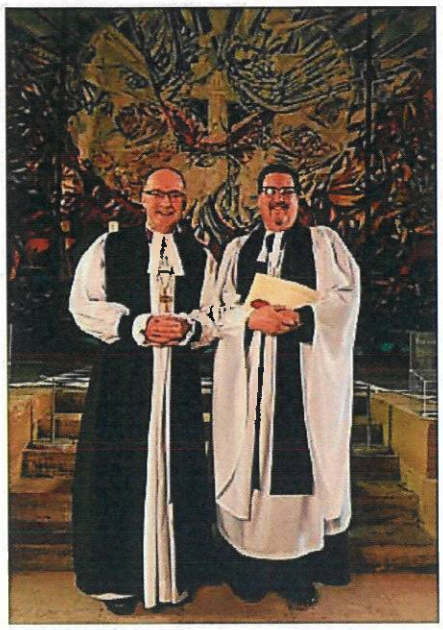
Rev'd Harriet (former curate of HSW parish) who in September 2023 started a new chapter of her life as the Canon Chancellor and Vice Dean of Portsmouth Cathedral. We send our love and best wishes to her and her family.

Pat Burdock (Churchwarden, Henfield) who in September 2023 was invested into the Order of St Richard by the Bishop of Horsham, at a service in Chichester cathedral, in recognition of her remarkable and dedicated service to our parish in various roles over many years. (photo over page)

Rev'd Paul who in October 2023 was installed as an Honorary Canon by the Bishop of Lewes and Interim Dean of Chichester, at a service in Chichester cathedral, in recognition of his contribution to the wider life of the Diocese. (photo over page)

The PCC remembers past members:
The PCC recognises, and is grateful for, the contribution of Claire Denham who died in March 2023 and was a long-term worshipper and PCC member at St Giles Shermanbury.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
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Deanery Synod
Parishes elect lay representatives to the Deanery Synods every three years. The number of parish representatives is determined by the number on the electoral roll. HSW parish is entitled to 5 serving representatives. 2023 was an election year; 4 representatives stood and were all duly elected.

The deanery synod members provide an important link with neighbouring parishes and the wider structures of the church, enabling the sharing of best practices and knowledge, and leading to growth. Members of the deanery synod play an important role in electing lay and clergy members to both Diocesan and General Synods. Deanery Synod members automatically sit on the PCC.

Our representatives together with the Incumbent participated in 3 deanery meetings during 2023 and reported the following:

In February Dr Emma Arbuthnot, the Senior Church buildings officer, attended the Synod meeting to explain the faculty application process, the workings of the Diocesan Advisory Committee and the process for getting more basic permission for maintenance work on church buildings.

In May Steve Argent, the assistant warden for lay ministry in our archdeaconry gave a talk to Synod focused on the Diocesan Living Faith Course and encouraged people to consider Authorised Lay Ministry as well as Reader Ministry.
Finally, at the November Synod meeting the Rural Dean, Rev'd Rachel Cornish, spoke on becoming an Eco Church and the Parish Environment Support Network. There was a good discussion around how churches might work towards becoming more environmentally aware and work towards the Church of England's target of being Carbon Neutral by 2030.

Management and Committees
Day-to-day management and operation of the parish is carried out by the Incumbent with the Churchwardens, the Parish Administrator (Nicki Jones) and, in matters for the PCC, the PCC Secretary. Additionally, there are several committees in place to deal with specific aspects of parish life, these report to the PCC.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
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The following committees met in 2023. These have not changed since the last year's report:

Standing Committee. This is the only committee which the PCC is legally obliged to establish. The core membership comprises the Incumbent (Chairman), the assistant curate, the Churchwardens, Treasurer and PCC Secretary. This committee has the authority to transact urgent business between PCC meetings, to progress matters which do not call for a full PCC discussion, and to plan the business of the PCC. The Standing Committee met 6 times during 2023.

Worship and Mission Committee. This group is led by the incumbent. Its remit is to explore the priority areas, stated in our Mission Action Plan, of: Worship, Prayer and Discipleship & Outreach, and to identify and propose specific actions to move us forward. The group met twice during 2023.

Pastoral Care Group. The focus of this group is to oversee the provision of pastoral care both within and beyond the church family. Specifically, the group looks after home communion, bereavement care and is active in maintaining a link with baptism and wedding families. The group met three times during 2023.

Parish Magazine. This committee meets annually to discuss the content, price and advertisements contained in the parish magazine as well as issues surrounding printing and distribution. The monthly organization of the magazine is the responsibility of Helen Boosey the Editor.

The Friends of St Giles' Church, Shermanbury. The role of this committee, chaired by Richard Putnam is to raise funds through events and other activities, for the fabric of St Giles' Church, Shermanbury. The income raised is placed in a restricted fund.

Trusts and other organisations connected with the parish
There are two to note:

St Peter's Church of England Primary School Trust. This charity is custodian of both the land and buildings of St Peter's Church of England Primary School (Fabians Way, Henfield, West Sussex, BN5 9PU), and the proceeds from the sale of the former School buildings and land on Henfield Common. These are held in cash and investments, the income of which is largely used to make payments to the school governors in the discharge of their duties. The Vicar and Churchwardens are ex officio trustees with two others.

The Friends of St Peter's Church, Henfield. This is an independent organisation. Its purpose is to raise funds for the fabric of St Peter's Church, Henfield. The income raised from various events is held in a restricted fund.

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding
Members of the PCC recognise the duty of care that they have to all we minister to within the Parish and wider community; the protection of children, young people, and vulnerable adults is taken very seriously.

Our Safeguarding Officer is Pat Burdock. She manages the parish policy and ensures that safeguarding is an integral part of all our work and plans. She also ensures that our policy and practices remain in line with the directives and guidelines of the Diocese of Chichester and the Church of England nationally.

Our Safeguarding policy is available on the church website. The PCC reviews the policy annually. This was done in July 2023.
During the year we have:

- ***Ensured compliance to our Level 1of SQP (Simple Quality Protects) safeguarding practices and maintained the 'evidence' folders of documents.***
  These practices ensure that our basic day-to-day activities in church are safe and that we operate as safely as possible in our interaction with both children and adults.
  They cover policies put in place by the PCC, how this supports good safeguarding and how compliance is monitored.

- ***Ensured all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date.***
  All those required to undertake, or renew, their training have either completed this or have been reminded to do so. All PCC members continue to be requested to complete the Basic Awareness online training module. The importance of carrying out the required training has been made clear at both the Standing Committee and PCC meetings and to individuals.

- ***Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date.***
  DBS checks have been carried out for individuals who take on new roles that require this e.g. Children's Church, Pastoral Care etc. Individuals are now required to complete the CofE Confidential Declaration Form as part of the process. This form is more comprehensive and probing than that previously used.

- ***Identified risks to which all might be exposed.***
  These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out and/or updated as necessary.

- ***Ensured Safeguarding is integral to our work.***
  Safeguarding has continued to be an agenda item for all PCC meetings, and for other meetings as appropriate i.e. Standing Committee and Pastoral Care Group.

Health and Safety
Health and Safety is at the forefront of all our work. The PCC accepts its overall responsibility for ensuring the safety of those who use our three churches.

We have a written Health and Safety Policy which identifies the general and specific arrangements that are in place to ensure, so far as is reasonably practicable, that our activities are carried out safely and do not pose a risk to the health of our employees, volunteers, congregation, visitors and others who may use the church, church yard or buildings we are responsible for. These arrangements are in accordance with good practice and relevant statutory provisions where they apply.

In addition to the Health and Safety Policy, we also have a specific policy for the evacuation of a church in an emergency. This covers all three of our parish churches. Both policies are reviewed annually, the last such review took place in February 2023.

The churchwardens have day to day responsibility for implementing these policies, overall responsibility lies with Pat Burdock who is our Health and Safety Officer. However, all employees and volunteers have a responsibility to take reasonable care of themselves and others while on church business or premises, and to comply with all safety rules and procedures.

Our buildings and grounds are regularly checked to ensure they are safe. All concerns raised during the year are assessed and addressed accordingly.

Data Protection (GDPR)
As a parish we continue to refine how we collect, hold, process and use personal data. The PCC has in place a Data Privacy notice which explains, among other things, the purposes for which personal data is held, how it is used and how long it is kept. The policy also covers what constitutes a data breach and what needs to be done if a breach occurs. This policy is reviewed every two years by the PCC.

The PCC reviewed the policy in November 2023. The policy now has a section covering the capture of personal images when filming and live streaming of services. The Sunday Order of Service advises visitors that their image may be captured; the side aisles are classified as film free areas in the church.

Many members of our congregations have signed a Data Consent form giving us permission to contact them in the course of our business. This greatly facilitates communication and means that the weekly e-newsletter can be sent out to a wide number of individuals. If you would like to complete a Data Consent form so that we can say in touch, please contact the church office.

Our Data Privacy policy is available on the church website.

Aim and Purposes
The PCC shares with the Rev'd Paul Doick the responsibility for delivering the mission of the church - pastoral, evangelistic, social and ecumenical - in the parish.

The PCC also shares the responsibility for the maintenance of the church buildings (which are all Grade 2* listed) and the surrounding churchyards, together with Henfield Church House. There is also a small commercial corrugated iron building in Blackstone owned by the PCC which is rented out.

As trustees, we (the PCC members) must follow the Charity Commission's guidance on public benefit and the more specific guidance to churches on the advancement of religion.

It is our duty to ensure that the work being carried out is for the benefit of the public. In particular, we try to enable people to live out their faith as part of our parish community through:

- ***Worship, prayer and discipleship***
- ***Provision of pastoral care for people in the parish***
- ***Missionary and outreach work***

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Trustees Report

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Objectives and Activities

2023 was a year to take stock having delivered on many aspects of our Mission Action Plan and completed a large number of major projects in 2022. The aim was to review our work and our priorities. Prayfully, and by listening to God, we have tried to discern His will for us in serving this community and moving forward.

Over the year the PCC has focused a number of priority areas and time has been spent discussing some of the challenges we face.

- **Worship - Providing the best worship possible to God with the resources we have.**

A range of services continue to be held each week across the parish providing a real choice for parishioners. The workload is significant without a curate. Rather than adjust the service pattern, Rev'd Paul, with the support of the PCC, has worked to secure the help of 'outside' clergy as required.

It is good to report that The Songs of Praise Service (first Sunday of each month) introduced in September 2022, is well established and continues to attract good attendance.

This year a Songs of Praise service was held on Easter Sunday at Shermanbury thus enabling both Shermanbury and Woodmancote churches to have an Easter service. Hopefully this pattern can be adopted going forward.

- **Worship - Encouraging families.**

The PCC continues to look at ways of encouraging young families to attend worship. At the moment we only get 1 or 2 families (3 - 5 children) at the 9.45 Sunday service.

Disappointingly, the informal 'teatime' family worship, launched in November 2022 for those who may not be able to come to church in the morning, did not attract any families and was held for a few months only. Doing something known, like Messy Church, possibly on a Saturday or after school may get a better response. Timing (in terms of when a service is held) and effective advertising are key factors. This is a real challenge, but it is important to try out new ways. The Mission and Worship Committee continue to pick up on this and explore ideas.



On a positive note, the new approach to children's Church at Henfield, whereby the children and team workers remain in the church with activities laid out in the Children's area, is working well. Parents find it welcoming and family friendly and like the fact that their children can stay with them and be part of the congregation and service.

Although Sunday numbers are low, we continue to reach a significant number of children and young families through our work at St Peter's primary school, our 'Little Fishes' group and with special services like that held for the cubs and scouts held at Christmas. 10

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
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- **Mission - Growing the church.**
The PCC continues to explore opportunities and ideas for growing the church in the community as well as reflecting on our current ways of working to ensure that these promote rather than restrict growth. Rather than be limited by our own ideas and experience, the PCC is keen to explore and listen to what other churches are doing and to learn.

The Worship and Mission Group has been looking at the C of E publication 'How Village Churches Thrive'. The publication has been produced after much research and contains practical guidance and ideas. Among other things, the group has been considering how to welcome visitors and communicate the story about our church buildings and how to engage younger people. One idea is to set up an Instagram account linked to our web site and Facebook accounts.

- **Finance - Managing our finances and looking at ways to increase income and reduce expenditure.**
As a Parish we remain financially viable however we are increasingly having to draw on our savings to supplement the General Fund and day today running costs.

All major expenditure relating to projects, contracts etc is discussed by and needs the approval of the PCC. Its role is to ensure that funds are available and appropriately allocated. A significant proportion of money spend on building is raised by ' The Friends' and specific fund-raising events. Where possible grants are applied for. Much of the work undertaken to improve Henfield Church House (see item below) has been financed by successful grant applications. VAT is claimed back on work that is exempt.

The Standing Committee spent some time reviewing the financial controls that we have in place and ensuring that these are in line with the guidance given by the CofE. This review included the handling of cash and the setting of budgets and resulted in some improvements.

The Warren Playgroup continue to hire Church House during the term time. In order to protect this income stream and also to reduce the energy usage and cost to us, a number of improvements have been implemented. See section below on Buildings.

The PCC continues to look at ways to encourage people to donate and to provide easy and convenient means of doing so. The Sunday service booklets have been re-introduced and now include information about how to donate. The church website and weekly newsletter continue to provide this. The donation unit in St Peters Church, Henfield is proving worthwhile. It has generated an additional income stream, which although not huge, exceeds the outlay. The PCC remains very grateful to the many members of the congregation who regular give to the church, and for the legacies and other donations that are received throughout the year.

The Parish Magazine is a valuable income stream for our three churches. This year attention has been given to growing the income received from advertising and ensuring prompt payment of advertising fees. The hard work of the team involved has resulted in a £4,000 increase in advertising income.

New ideas for fund raising continue to be explored. Resources are often a limiting factor in terms of what can be achieved. Regrettably, without a lead organiser the Church Fete could not go ahead. Instead it was decided to have a Grand Draw at Harvest time This was very successful and raised more money than that raised in recent years when combined with the fete. The PCC thanks Peter Bates for his work and time arranging this and all those who sold and bought tickets.

- **Buildings - Planning the Quinquennial work, completing projects and looking at ways of becoming more eco friendly.**

Throughout the year the PCC has reviewed and approved various pieces and packages of work required following the statutory Quinquennial Inspection (QI) of all three churches in 2022. It is pleasing to report that all three of our churches, although requiring some attention, are in good condition.

In addition to the work required by the QI a number of projects have been completed. The new outside signage and lighting at St Peter's Woodmancote has finally been installed, as has a new sound amplification system. It is now possible for recorded music to be played at weddings and funeral services. A car park height restriction has also been installed at the entrance to the Woodmancote church car park, after an increasing long-term use by vans not on church business.

A number of significant improvements have been made to Church House over the year in order to extend the life of the building. These include lowering the ceiling, replacing the old storage heaters with new efficient models, and double and secondary glazing. The aim has been to reduce our energy consumption and carbon footprint. Most of the work has been paid for by grants. The PCC records its sincere gratitude to Nigel Higson who has managed all aspects of this work.

- **Ministry of Lay People and volunteers - finding and encouraging people.**

The Ministry of Lay People, together with the work of volunteers is vital to both our mission and ministry in the Parish. A challenge is finding people to fill the many roles. We are extremely grateful to all those who volunteer, particularly those who take on key roles.

In order to move forward with some of the ideas that the Mission and Worship Group have considered e.g. setting up an informal prayer group; and running an ' Exploring Faith' course, we need people with the appropriate ALM training.

The ALM programme is run by the diocese and is for lay people who wish to share in the public ministry of their church. Finding suitable candidates is important. In September the PCC unanimously approved Steve McGrath's application to attend the ALM Part 2 course for Worship and Liturgy. On successful completion of the course Steve will be able to take services of the word (non-Eucharistic services). The PCC is keen to promote and encourage more church members to consider ALM. Information about the programme can be found on the Diocese of Chichester website (www.chichester.anglican.org).

The PCC endeavors to ensure there is good awareness about the opportunities to get involved through effective communication, talking to individuals and general networking. The church took part in the 'Get Involved' event organised by the Henfield Community Partnership to highlight volunteering opportunities. It is recognised that some volunteer posts could be filled by non church goers. Flower arranging, bell ringing and being part of the choir are all good examples of this.

The PCC continues to ensure we have good working practices and policies to guide and protect both employees and volunteers e.g. the Lone worker policy. In May the PCC approved a policy for Equal Opportunities (this is a standard recommended by the Diocese). It ensures employees and volunteers will not be discriminated on any of the grounds outlined in the policy.

Through all our work we continue to be guided by the Diocesan vision and associated actions that invite us to become more converted to Jesus Christ, and to be more open, more generous and more engaged. We are committed to supporting this vision which informs much of our work in this parish.

The PCC remains committed to paying the full Parish Share. This is the amount of money that we contribute to the Diocese to support mission and ministry, and specifically to cover clergy stipends and their housing. See our website henfield.org for a fuller explanation of The Parish Share.

We continue to work closely and collaboratively with other churches within our deanery, to provide cover for clergy and to share experiences and resources.

Achievements and performance

Electoral roll numbers
The number on the roll as at 10th May 2023 (APCM) was 223.

The total for the previous year was 226 (APCM 11.05.22). Since then there has been 3 additions to the roll. We have sadly lost 3 parishioners, additionally 2 have moved away and 1 member has left.

Church Attendance
The average attendance figure are based on the month of October 2023.

The average Sunday attendance at St Peters Henfield was adults 70 and 3 children (61 and 3 respectively in 2022).

This number increases at major festivals. Easter Day attendance was 138 (117 in 2022). At Christmas 221 people (124 in 2022) attended the Service of Nine lessons and Carols on Sunday December 17th, an additional 110 attended a Carol service for the scouts of which half were young people. A total of 460 people (457 in 2021) attended services on Christmas eve and Christmas day.

The average attendance at St Giles Shermanbury was 15 (18 in 2022). Easter Day attendance was 19 (18 in 2022). At Christmas a total of 33 people (33 in 2022) attended the Carol Service on Sunday 10th December and 26 parishioners attended the service on Christmas Day (no comparable figure for 2022).

The average attendance at St Peters Woodmancote was 18 (12 in 2022). Easter Day attendance was 14 (no comparable figure for 2022). At Christmas a total of 52 people (77 in 2022) attended the Carol Service on Sunday 17th December and 50 (45 in 2022) attended the service on Christmas Eve.

In total the average for Sunday across all three churches was 103 adults and 3 children (91 and 3 respectively in 2022). The average, including weekday worship, was 120 adults (117 in 2022).

These figures above do not include those that participate online. On average 100 people a week participated in the Sunday services at Henfield which are both live streamed.

As well as our regular services we hold a number of services relating to life events. During 2023, the following took place across the three churches: 15 Baptisms (26 in 2022); 2 Marriages (12 in 2022); 16 church funeral services (24 in 2022), with a further 18 held at crematoriums or cemeteries (19 in 2022) and 12 Interment of Ashes at either Henfield Cemetery or Henfield and Woodmancote Churchyards

The clergy continue to receive many messages of thanks for the support that has been provided following these 'life event' services.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
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Review of the year

Worship, Prayer and Discipleship

Prayer and worship are at the very heart of Church life. Throughout 2023 St Peter's Church, Henfield remained open during the day for refuge, quiet prayer and for the well being of all in the village and visitors.

Services and Service Pattern

The services and service pattern has remained the same even though for the last six months of the year we had no curate. Rev'd Paul has engaged the help of 'outside' clergy to ensure that no changes were necessary. The PCC is grateful to Rev'd Dr Janneke Blokland, Chaplain at Hurstpierpoint College, who has helped on a number of occasions and also to Rev'd Kate Bailey who assisted with services at the beginning of the year before taking up her appointment as Rector of Northiam in East Sussex.

The regular service pattern can be found in full on the church website. In addition to these several special services were held to mark the festivals of the Christian Calendar in particular: throughout Holy week and on Good Friday, on Remembrance Sunday and on All Souls Day.

Throughout Holy week 2023 there was at least one daily service. The Good Friday Family 'Stations of the Cross' service was followed by 'The Walk of Witness' by members of all three Henfield churches.
On Sunday 7th May a service of Holy Communion was held in celebration of the Coronation of King Charles III.



Children's Church
Each Sunday during the 9.45 am services at St. Peter's, Henfield, children aged 3 years to 11 are welcome to join our children's team in the children's area of church for fun activities and crafts that relate to that Sunday's bible readings.

The PCC is grateful to Jan Doick and Karen Williamson for their work and commitment.

Music
The choir now regularly sings at Evensong and on the second Sunday of each month as well as other 'special' services.

Choir Rehearsals take place in St. Peter's Church Henfield on Fridays from 6pm until 7.30pm. If you are interested in joining the choir or helping occasionally, please contact the Choir Director Sidonie Winter via the Church Office.

It is good to report that an after-school choir club has been set up at St Peter's School. This is being run by Sidonie with the help of two teachers. The choir sang at the School end of term service in December and a few of the children joined the adult choir at the Henfield Service of Nine lessons and Carols.

The PCC acknowledges the work done by Sidonie establishing both choirs.

Tim Carpenter, our church organist, left in August. His resignation was a disappointment and he will be missed. The PCC has given approval to start the recruitment process for a replacement, meanwhile we have musicians who are willing to cover.

The PCC would like to thank John Holmstrom who voluntarily plays the piano and organ on the first Sunday of each month and Rosemary McIntosh who regularly sings on the first Sunday. It would also like to thank Molly Hord. a student of Tim's, who has played the church organ for us at a number of services. Molly gained an organ scholarship to Pembroke college, Cambridge University during 2023.

The Church bells at Henfield are rung most Sundays, calling people to worship, and are often requested at Weddings and occasionally for funerals. You might also hear the bells on a Wednesday evening when the ringers hold their practice session. The bells are also rung for significant national events. This year the team had the joy of ringing the bells in celebration of His Majesty's Coronation. The PCC thanks all those who rang throughout the year.

Spiritual Growth
The Rector and the PCC aim to encourage all those who worship at the three parish churches in their discipleship and spiritual growth.

2023 was designated by Bishop Martin as the Year of the Old Testament and focus throughout the year has been given to this.

Reverend Christina has led a 'home group'. The group meets fortnightly on a Monday afternoon for bible study and prayer followed by tea. New members are very welcome. Two books from the Old Testament: Ruth and Daniel have been studied.

During Lent two groups (daytime and evening) met to follow the Lent course prepared by the Diocese. The course focused on aspects of the Old Testament and their underlying connection with the New Testament.

It is PCC policy to prepare children to receive Holy Communion before Confirmation. In the Autumn, Rebekah McGrath received her first communion.

The weekly e-newsletter, as well as being a valuable means of communicating and sharing information, contains a number of resources to help us nurture our faith, including the Rector's 'thought for the week', a prayer for the week and who we are praying for. The Rector's thought for the week is also posted online.

Provision of pastoral care for people in the parish

Providing pastoral support is key to a caring church. The incumbent and the PCC are committed to the provision of sensitive and compassionate care to ensure the wellbeing of all people within the Parish.

Home Communion, Care Homes and Self-Help Group
Holy Communion services continue to be held on the third Thursday of each month at both Red Oaks and Upper Mead Care Homes. Some residents prefer to receive communion in their rooms and those taking communion to them are delighted to do so. It is helpful when a family tells us their relative has moved to a care home so that good pastoral care can be provided. Through this work good relationships are being built with both staff and residents.

Three times a year we welcome the Henfield Self-help group to the Wednesday morning Communion service at St Peters, Henfield. On these occasions the service, which is normally held in the Parham chapel, is held in the nave of the church where access is easier.

Terry's Cross House is a care home in Woodmancote originally for clergy, missionaries, and their dependents. Whilst these applicants remain a priority, the home now also cares for any member of the Church of England and will offer a place to anyone who needs it if a vacancy arises. The trustees include Rev'd Paul and Rev'd Christina (who is also chairman) and the clergy take a weekly service in the chapel there.

Pastoral visiting and care
There are also lots of reasons why people need care, particularly sickness and loss, not only of loved ones, but also other losses, such as jobs, income, housing and even purpose. Whilst the clergy and Pamela Chaston, our Authorised Lay Minister carry out much of the pastoral visiting - it is easier for the clergy to call on people unannounced - the PCC recognises that many members of the church congregations are giving 'day to day' support and care to their friends, neighbours and in their work as volunteers within the community.

Parishioners are encouraged to ask for Holy Communion at home if they can no longer get to church.

Bereavement Support Group
The care of the bereaved continues to be an important part of our pastoral ministry. The Bereavement Support Group is held twice monthly at the Haven, Henfield. The group is free and is open to adults within the community and surrounding area. The group is facilitated by a team of church members. The aim is to provide a warm safe space where people who are grieving can connect with others and benefit from both emotional and practical support. If anyone is interested in joining the team and or can help with publicising the group give your contact details to the parish administrator.

Baptism Families and Wedding Couples
Pastoral Care also involves caring for each of our Baptism Families. Many Baptism requests are made via Little Fishes and contact is maintained with families so that each family can be invited back to church on the first anniversary. In the same vein wedding anniversary cards are sent to couples married in our parish on their first anniversary.

Ministry of Welcome

The ministry of welcome is particularly important. A friendly welcome may determine whether someone stays and returns to the church. The PCC has the responsibility for approving the welcomers / sidesmen every year. There are 16 official welcomers at Henfield. At Woodmancote and Shermanbury the churchwardens perform this duty. The PCC is grateful for all those who provide such a good welcome on Sundays at our three churches.

Missionary and Outreach

Community outreach is an essential part of our mission which we carry out both collectively but also individually through our everyday encounters and actions.

Members of our three congregations are involved in many different organisations, groups, networks and events throughout the parish; these include the Parish Council, clubs and teams, and the WI, to name just a few. As such the church is deeply embedded into community life, but not as an institution with official representation but through individuals living out their faith and inviting others to join in.

Key aspects of our outreach Include:

St Peters Voluntary Aided Church of England Primary School

The school is a key part of our mission and a focus for our work in the community. Members of the PCC have a responsibility to support the school and ensure it maintains its Christian values. It is responsible for the nomination and approval of the 7 Foundation Governors who represent the church and who work to ensure the school develops with this Christian ethos in mind. Rev'd Paul is an ex-officio member of the Governing body and is currently Chair of the Board of Governors.

It has proved difficult in recent years to find Foundations Governors to fill all the posts. In June Nigel Stevens, who had been a school governor for a number of years, sadly died. The PCC gratefully acknowledges his contribution and wealth of experience. Later in the year the PCC approved the nomination of Jon Shannon as a Foundation Governor. Jon has worked as a school governor before and has valuable experience of HR, policy and strategy.

During the year the governing body of the school voted to join the Hurstpierpoint Education Trust (HET) which is linked to Hurstpierpoint College and is one of the Academy Trusts approved by the Diocese of Chichester. After consultation, with staff and the community, the Department of Education agreed for the transfer to take place. This is due to happen on the 1st May 2024.



The clergy are in school, on average, once a week and the school continue to attend services in the church at various times throughout the year. This year a number of Year 3 pupils attended the service on Good Friday to read the reflections and the prayers that they had written for the Stations of the Cross. This was well received, and the children seemed to enjoy the experience.

Bishop Ruth visited the school in January 2023 and blessed the outdoor Labyrinth and Godly play area that has been created in memory of Louise Clark. Later that morning she also consecrated the extension to the Henfield cemetery.

Little Fishes

The 'Little Fishes' group for babies, pre-school children and their parents/carers has continued to thrive. The numbers attending are good, with a weekly average of 27 children.

The group meets on a Friday between 9.30 and 11.00. The sessions, which are free of charge, include stories, singing, activities and refreshments, which parents and carers enjoy as much as the children. The PCC thanks all those involved in this important aspect of our work.

During the year a member of Horsham District Council, who was exploring the facilities available for families in the village and what they need, visited Little Fishes. This resulted in positive and complimentary feedback about the group and how it is run.

Parish Magazine

The monthly Parish Magazine continues to be distributed widely throughout the parish and is an essential part of our ministry and outreach. It is an expression of the life of our three churches and a reflection of our beliefs.

The cost of the magazine was increased to 80p per copy. The discounted annual subscription of £8 paid at the beginning of the year includes 2 free copies.

Approximately 750 copies are delivered by 41 distributors who cover local roads in Henfield and Shermanbury. We continue to be grateful to Peter Bates who covers distribution to retailers in Henfield High Street and Woodmancote. 12 copies are sent to subscribers by post each month. Copies of the magazine are displayed in the Church Porch at St Peters, Henfield and copies taken to the churches in Woodmancote and Shermanbury.

Budgens ceased trading in Henfield High Street in February 2023, thus ending our sales from that store. Sainsburys took over the premises and began trading in May. The store has been approached to sell the magazine but to date, no agreement has been reached. Stokes sold an average of 16 copies per month, the Small Dole Post Office sold an average of 8 copies per month. The Shell Garage in Henfield began to sell the magazine in May 2023. In November, the Garage closed for a refit. The average sales for those first 6 months was 18 copies per month. Sales commenced again as soon as the Garage re-opened.

500 extra copies of the magazine were printed in December and circulated free of charge in the Village to publicise the magazine.

The Annual "Thank You" Tea for Distributors was held in Church House and appreciated by those who attended. The Magazine Committee continues to be grateful for all the help with the distribution.

The PCC remains incredibly grateful to Helen Boosey (editor), Amanda Thibaut (assistant editor), Diana Halsey (distribution) Pamela Chaston (advertising) and to all those involved in the production and distribution of the magazine.

Although the magazine is not online, all three churches now have a Facebook page and we continue to engage with the community via these and our church web site.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Trustees Report
As at 31 December 2023

Community Initiatives
We continue to support and get involved with local initiatives, including:

The Henfield Food bank - Our three churches support the Henfield Food bank which is run in partnership with Horsham Matters. We have a donation bin in the church porch at St Peter's, Henfield.

The Henfield Haven - This is a community centre providing activities and specialist services as well as a community cafe. A number of our church congregation support and regularly volunteer their services. Two church members help with the monthly Community Lunch which is open to everyone. The Bereavement Support Group meets at The Haven and in doing so, is able to introduce The Haven to those who may not know of it and the services offered.

Henfield Youth Club - Revd Christina, our retired priest, is a trustee of the club.

Events and Activities
These are important as they bring us together with the wider community. Some of the events are also important as fund raisers.

The following events, not a definitive list, are representative of our activities:

The traditional Easter Monday 'Open Church and Coffee Morning' took place at St. Peter's Woodmancote.

Dominic Dring and John Holmstrom presented 'Saints and Sinners on the Road' with guests in April.
This was an evening of both secular and sacred music together with testimonies and storytelling.



In May the television coverage of the King's Coronation service was shown on the big screen in St Peter's church, Henfield so that people could watch it together, particularly those in the community who might otherwise have been on their own. Between 30 and 40 people came along and enjoyed both the screening and the refreshments.

Henfield church was open for the Gardens and Arts festival in June. It was a busy weekend with many people visiting the church to enjoy the cafe, musical events, and photographic display. The refreshments were by donation, hopefully allowing everyone to participate and feel welcome.

At the end of July, the Friends of St Giles, Shermanbury held a summer evening concert of 'Jazz in the Boneyard' with the Mark Travers Quintet. Due to the rain the event had to held in the church instead of outside as planned; nevertheless, it was a great success.

In September, the popular folk duo Ninebarrow returned to St Peter's, Henfield for a third time. The gig was well attended and attracted many visitors.

At the beginning of October, the Harvest Supper was held. Members from all three churches attended and were pleased to welcome several visitors. The Grand Draw took place during the evening.

In November, all three churches had stalls at the Charities Fair held in Henfield Village Hall. The Woodmancote stall followed the theme of ' Christmas', the Friends of S Peter's, Henfield stall that of 'Chocolate', and The Friends of St Giles, Shermanbury held a grand raffle. Members of St Peter's Church, Henfield also did the catering providing bacon butties and other refreshments.

Also, in November a 'Come and Sing Faure Requiem' was held. This comprised a rehearsal session for the assembled choir, followed by both tea and a performance for the attending audience.

In early December Brass Fusion put on 'Carol by Candlelight' at St Peter's, Woodmancote. Many people braved the torrential rain to come to this lovely musical evening.

The PCC would like to thank all those who get involved and give of themselves to represent the church through these activities.

Charity Giving
As part of our Mission and Outreach work, a proportion of money collected, donated and raised at events is given to both local and national charities. In 2023 the total amount given was £1,518.

Turning Tides, a charity that provides homeless services for adults in West Sussex received £450. This was half of the money we received in donations over the Garden & Arts weekend.

Christian Aid received £168.

The Royal British Legion Poppy Appeal received the Remembrance Day collection of £300.

The Children's Society received £265 collected at the school Christingle service and through charity collection pots. Family Support Work, a charity that supports children and families across Sussex, received £335. This was half of the Christmas collections at St Peter's Henfield.

All the Harvest thanksgiving goods donated in our churches and at St Peter's school were given to our local charities FSW and Horsham Matters.

Financial Review

In many ways, 2023 was a year of consolidation with work from the recent Quinquennial Inspections (QI) (or for other reasons) either being carried out, or planned, for all three churches. At St Peter's, Woodmancote handrails on the steps from the car park and related new signage were installed. Other work included the acquisition of a basic audio system and a car park height restriction barrier and treatment for death watch beetle and woodworm. Repointing of the east window wall of the Parham Chapel and decoration of a stained-glass window reveal were amongst the tasks completed at St Peter's, Henfield. At St Giles, Shermanbury quotations were sought for various QI items as well as for a second handrail for the steps to the organ loft. Our expectation is that all this work will be undertaken in 2024. Staging to be used for fundraising events, such as the highly successful "Jazz in the Boneyard" in the summer of 2023, was acquired. Major renovations were carried out at Church House with the main aim being to reduce energy consumption and thereby decrease costs. The roofing felt and most of the existing heaters were replaced. In addition, a suspended ceiling and double/secondary glazing were installed. Most of this work was covered by external grants and generous donations. Although, sadly, it was not possible to hold a summer fete, a remarkably successful Harvest lottery (with £750 worth of prizes donated by local businesses) was run which raised almost £1,900 to boost our General Fund income. We also benefitted from a generous £10,000 donation from an anonymous source. In 2023, we received a legacy of £70,000 to be used for the building of a new classroom at St Peter's School in Henfield as well as for support over several years for literacy and creative arts at the school.
This money is being held as a restricted fund in our books. All but one of our five energy contracts had to be renewed in 2023. Although we were able to take advantage of bulk buying for fixed-term contracts offered by Parish Buying, nevertheless expenditure on utility bills rose to £10,993 compared with £6,930 in 2022.The value of our Unrestricted Fund investments now stands at £409,500 with the equivalent figure for Endowment Funds being £67,763, a combined total of £477,263.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Trustees Report

As at 31 December 2023

Income

During 2023, total receipts from donations and legacies, and other income on general unrestricted funds were £172,785 and are detailed in the Financial Statements. Our main income is regular planned giving from members of the church congregations, which amounted to £49,240. This was a reduction of 5% compared with 2022 and part of a gradual but continuing trend. The PCC was again extremely grateful to all who contributed financially to the parish through planned giving and collections. The Parish Giving Scheme, whereby church members can give to the church regularly by direct debit, continues to work well. We urge new contributors to consider using this scheme which enables us to receive donations and gift aid generally within ten days of the donation being collected from the members' accounts. This is a very efficient way for both the giver and the church. The PCC will continue to promote its use as part of a wider strategy to maximise our income. The total amount of Restricted fund income received during 2023 was £78,503 with the largest element being a legacy of £70,000 to be used for the benefit of children at St Peter's Primary School, Henfield. The rest was fundraising, donations and dividends on investments. Within unrestricted income receipts of £172,785, the parish benefits substantially from other income (known as 'other trading activities') of £36,982. This comprises fees for weddings and funerals (£5,559), sales of the parish magazine and advertisement fees (£19,777) and rent received from property and from letting Church House in Henfield (£11,646).

Expenditure

Total payments from unrestricted funds were £220,645 and are also detailed in the Financial Statements. Allowing for gains on investments, the net movement on unrestricted funds resulted in a deficit of £28,824. The largest expenditure for the PCC was the Parish Contribution to the Diocese to cover ministry costs. This amounted to £78,795 (100% of the figure allocated by the Diocese). This sum covers the cost to the parish of the housing, stipend, national insurance and pension costs of the clergy and includes a contribution towards Diocesan and national church costs. It remains PCC policy to strive towards paying 100% of Diocesan costs for the foreseeable future. Staff, church running expenses, renovations, upkeep of the churchyards in Henfield and Woodmancote and church utility bills are the next largest items of expenditure totaling £82,252. These costs include caring for the fabric of our three grade 2* listed buildings. The closing balances on the unrestricted, restricted and endowment funds as of 31 December 2023 were £568,023, £105,714 and £67,763 respectively. Total funds stood at £741,500.

Reserves policy and Investment Policy

The PCC reviewed its reserves policy in 2020 and agreed to maintain an unrestricted cash balance on the General Fund that is equivalent to 3 months of unrestricted expenditure, currently £55,000. During 2023 this was maintained. The PCC has the care of three grade 2* listed churches and understands that the upkeep or improvement of these buildings takes considerable financial investment that cannot always be achieved by regular fundraising. With that in mind, in 2021 it invested £300,000 of the proceeds of the sale of Woodmancote Hall and agreed that this initial investment will be for between 5 and 10 years. In January 2023, the PCC reviewed and maintained its investment policy which had been prepared with reference to the Charity Commission's recommended guidance, "Charities, and Investment Matters: A guide for trustees.". The PCC believes that the best types of investments for its purposes are held by investment companies whose funds cover a wide range of asset classes. Such multi-asset funds generally include Equities, Bonds, Property and Cash. The PCC believes that to realise its objectives using in a multi-asset pooled fund, for example that offered by the CCLA Investment Fund or M&G Multi Asset Fund for charities, in which many Church of England Parishes invest, would best meet its investment requirements. Such funds are usually also low cost, simple to administer as they delegate the day-to-day investment decisions to the fund manager, and already operate within an established ethical framework.

They generally provide long-term capital growth as well as income. The PCC operates an ethical investment policy that follows the guidance of the Church of England's Ethical Investment Advisory Group (EIAG). The ethical investment policies recommended by the EIAG are the basis for a distinctly Christian approach to investment and the PCC's investments are in line with that guidance.

Future Plans for 2024

The news we received at the beginning of January 2024, that Canon Paul has been appointed as the new rector of St Paul's, Chichester with St Peter's West Hampnett, will largely determine our focus for the year. The first few months will be spent preparing for interregnum and when this commences the PCC will follow the process laid out for finding a new incumbent.

Saying Goodbye. Paul and Jan have been in Henfield for 9 and a half years and it will be very sad to see them go. Paul's last service will be on Easter Sunday (31st March) and we will plan an appropriate farewell. This will be an opportunity for us to show our sincere gratitude.

Prior to Interregnum. During this period the focus will be on the work that is necessary to ensure the effective and smooth running of the parish during the vacancy This will involve the communication of both task and process related information, the allocation of responsibilities and a handover. The churchwardens, the treasurer, the PCC, the Parish Administrator, those involved in pastoral care and children' s work etc will all be involved so that that our work can continue as smoothly as possible.

During the Interregnum. The churchwardens in the 3 churches, together with the Rural Dean, the Rev'd Rachel Cornish, Rector of Albourne, Sayers Common and Twineham, will share the overall responsibility for the church and its worship activities.

The PCC and Standing Committee will continue their work and will meet as normal. They will support the Churchwardens in carrying out the additional responsibilities and ensure that procedures are followed. The plan will be to keep things as they are, with no significant changes being made or major projects being undertaken.

Maintenance of the church buildings will continue to be carried out where necessary and the QI work will be progressed. This includes items such as the rust proofing and painting the guttering and other outside metal work at St Peter's Woodmancote, which will be done when the weather permits, together with other minor repairs identified in the QI inspection for St Giles', Shermanbury.

The Worship and Mission Committee will not meet during the vacancy. The work that was to be done exploring the C of E publication 'How Village Churches Thrive' will be put on hold.

In terms of appointing a new priest, various procedures and consultations must take place by law. A key task is to prepare a Parish Profile. This is the document that prospective applicant will look at when considering the vacant post. The fundamental point of it is to attract a new priest. The PCC has representatives from all three churches, and it will work to make sure that the profile is an accurate reflection of what the parish is, our vision and what we consider important attributes for our priest. The PCC will look at 'good' examples and follow the advice given by the diocese, to ensure that the profile we produce is honest and attractive, and results in the 'right' appointment.

The PCC will select and appoint two of its members to act as representatives and to interview selective candidates. Appointing a new priest can often take a long time. The PCC will get on with things as soon as possible.

Signed on behalf of the PCC by



The Rev'd Paul Doick. Chairman.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Independent examiners report
As at 31 December 2023

Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

I report on the accounts of the Charity for the year ended 31 December 2023.

Responsibilities and basis of report

The members of the PCC 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 accounts carried out under the Church Accounting Regulations and section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or

(2) the 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

TC Group

Mark Cummins FCCA FCIE
for and on behalf of
TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 1 May 2024

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Statement of Financial Activities

As at 31 December 2023

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*	*Notes*
	£	£		£	£	£	
Income and endowments from:							
Donations and legacies	101,646	77,419	17,024	-	**196,089**	*139,637*	
Other trading activities	7,059	-	29,923	-	**36,982**	*36,883*	
Investments	17,133	1,084	-	-	**18,217**	*14,451*	
Total income	**125,838**	**78,503**	**46,947**	**-**	**251,288**	*190,971*	*2*
Expenditure on:							
Raising funds	639	326	-	-	**965**	*1,223*	
Charitable activities	176,762	4,598	313	-	**181,673**	*306,053*	
Other trading activities	5,457	-	37,474	-	**42,931**	*27,070*	
Total expenditure	**182,858**	**4,924**	**37,787**	**-**	**225,569**	*334,346*	*3*
Net gains (or losses) on investments	19,036	-	-	5,831	**24,867**	*(46,575)*	*7*
Transfers between funds	4,000	-	(4,000)	-	**-**	-	*11*
Net income/(expenditure) and net movement in funds	**(33,984)**	**73,579**	**5,160**	**5,831**	**50,586**	*(189,950)*	
Reconciliation of funds:							
Total funds brought forward	491,546	32,135	105,301	61,932	**690,914**	*880,864*	
Total funds carried forward	**457,562**	**105,714**	**110,461**	**67,763**	**741,500**	*690,914*	*11*

All activities are continuing.

There are no recognised gains/losses other than those shown on the Statement of Financial Activities.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Balance Sheet
As at 31 December 2023

	Total Funds 2023	*Total Funds 2022*	*Notes*
	£	*£*	
Tangible assets	**83,894**	*83,894*	
Investments	**477,263**	*452,396*	
Total fixed assets	**561,157**	*536,290*	*7*
Debtors	**5,245**	*17,096*	*9*
Cash at bank and in hand	**195,331**	*152,668*	
Total current assets	**200,576**	*169,764*	
Creditors: Amounts falling due within one year	**(20,233)**	*(15,140)*	*10*
Net current assets	**180,343**	*154,624*	
Total assets less current liabilities/net assets	**741,500**	*690,914*	
The funds of the charity:			
Endowment funds	**67,763**	*61,932*	
Restricted funds	**105,714**	*32,135*	
Designated funds	**110,461**	*105,301*	
Unrestricted funds	**457,562**	*491,546*	
Total charity funds	**741,500**	*690,914*	*8/11*

This Annual Financial Report, for the year ended 31st December 2023, including the notes following, was approved by the PCC and signed on its behalf by The Revd Paul Doick, PCC Chairman

.....

Date 21st March 2024

Charity registration No: 1130458

The notes on pages 23 to 33 form part of the financial statements.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements
Year Ended 31 December 2023

1 Accounting policies

a Statutory Information

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote is a charity registered in England and Wales. The Charity's registered number and principal address can be found in the Charity's information page.

b Accounting Convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), effective 1st January 2015. The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the Charity's ability to continue as a going concern.

The functional currency of the charity is pounds sterling and items are rounded to the nearest pound.

c Income and endowments

All income and endowments are accounted for without deduction for any costs of recoverability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is possible, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognised when received.

Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investments

Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold.
Unrealised gains and losses are accounted for on revaluation at 31 December

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments (including investment properties) are stated at fair value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

g Current Liabilities

Creditors and provisions are recognised where the Charity has a present obligation resulting from a present event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h Estimates and judgements

In the application of the charity's accounting policies, the PCC are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. The PCC do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

i Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds – these are unrestricted funds set aside by trustees for a specific purpose.

Restricted funds – these are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowed funds - these are funds arising from investments for a specific purpose.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*
	£	£	£	£	£	£
2 Analysis of income and endowments:						
Planned giving (excl. tax refunds)	49,240	-	-	-	**49,240**	*51,840*
Loose cash collections	15,667	-	-	-	**15,667**	*13,734*
Fundraising	4,954	2,724	236	-	**7,914**	*10,976*
Sundry donations and special appeals	15,271	4,695	8,119	-	**28,085**	*12,405*
Gift Aid recoverable	13,902	-	-	-	**13,902**	*11,888*
Legacies	-	70,000	-	-	**70,000**	*19,774*
Grants	2,612	-	8,669	-	**11,281**	*19,020*
Donations and legacies	**101,646**	**77,419**	**17,024**	**-**	**196,089**	*139,637*
Sales of the parish magazine	-	-	4,673	-	**4,673**	*6,814*
Church Hall Lettings	-	-	10,146	-	**10,146**	*8,651*
Rent	1,500	-	-	-	**1,500**	*1,500*
Magazine advertisement fees	-	-	15,104	-	**15,104**	*11,120*
Fees for weddings & funerals	5,559	-	-	-	**5,559**	*8,798*
Other trading activities	**7,059**	**-**	**29,923**	**-**	**36,982**	*36,883*
Bank & CBF deposit interest	4,495	-	-	-	**4,495**	*1,209*
Dividends received	12,638	1,084	-	-	**13,722**	*13,242*
Investments	**17,133**	**1,084**	**-**	**-**	**18,217**	*14,451*
Total received on all funds	**125,838**	**78,503**	**46,947**	**-**	**251,288**	*190,971*

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*	Notes
	£	£	£	£	£	£	
3 Analysis of expenditure on:							
Other fundraising (non-trading) costs	639	326	-	-	**965**	*1,223*	
Raising funds	**639**	**326**	**-**	**-**	**965**	*1,223*	
Mission giving	1,518	-	-	-	**1,518**	*2,163*	*4*
Ministry:							
diocesan parish contribution	78,795	-	-	-	**78,795**	*76,967*	
benefice office costs	5,915	-	-	-	**5,915**	*6,265*	
Staff	21,524	-	-	-	**21,524**	*20,720*	*5*
Upkeep of services	2,056	-	233	-	**2,289**	*10,116*	
Church running expenses	24,952	190	80	-	**25,222**	*13,914*	
Upkeep of churchyard	10,911	-	-	-	**10,911**	*7,294*	
Parsonage houses	6,812	-	-	-	**6,812**	*6,389*	
Church utility bills	10,993	-	-	-	**10,993**	*6,930*	
Renovations	9,194	4,408	-	-	**13,602**	*151,096*	
Support costs	4,092	-	-	-	**4,092**	3,824	6
Rent Repayment	-	-	-	-	-	375	
Charitable activities	**176,762**	**4,598**	**313**	**-**	**181,673**	*306,053*	
Church hall running costs	5,457	-	22,307	-	**27,764**	*11,613*	
Parish magazine costs	-	-	15,167	-	**15,167**	*15,457*	
Other trading activities	**5,457**	**-**	**37,474**	**-**	**42,931**	*27,070*	
Total expended on all funds	**182,858**	**4,924**	**37,787**	**-**	**225,569**	*334,346*	

Support costs include governance costs of £2,640 which solely relate to fees associated with the independent examination of the church accounts (2022: £2,220).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*
	£	£	£	£	*£*
4 Mission and charitable giving:					
The Children's Society	-	265	-	**265**	*474*
Royal British Legion Poppy Appeal	-	300	-	**300**	*470*
Turning Tides	450	-	-	**450**	*-*
Family Support Work	335	-	-	**335**	*1,219*
Christian Aid	100	68	-	**168**	*-*
	885	**633**	**-**	**1,518**	*2,163*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*
	£	£	£	£	*£*
5 Staff costs, staff numbers and key management personnel					
a Remuneration					
Wages and salaries	21,524	-	-	**21,524**	*20,720*
	21,524	**-**	**-**	**21,524**	*20,720*

The average number of staff was 4 (2022: 4).

No person received remuneration in excess of £60,000 in 2023 or 2022.

b Payments to PCC members

No PCC members, nor persons closely connected with them, received any form of remuneration in respect of their work as a member of the PCC. No members of the senior management team were paid though the Charity's payroll (2022: none). Expenses of telephone, travelling etc. amounting to £1,756 were reimbursed to one member of the PCC (2022: £2,524 was reimbursed to four members of the PCC). In addition, one member of the PCC also received a salary of £3,612 (2022: £3,440) for acting as Choir Director and another received fees of £3,403 (2022: £3,674) for acting as Parish Magazine Editor. During the year, the PCC employed three organists, a Choir Director and an administrator.

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*
	£	£	£	£	*£*
6 Support/governance					
Accounts production/independent examination	2,640	-	-	**2,640**	*2,220*
Other admin	1,452	-	-	**1,452**	*1,604*
	4,092	**-**	**-**	**4,092**	*3,824*

	Unrestricted Funds	Endowed Funds	Total Funds 2023
	£	£	£
7 Fixed Assets			
a Investments			
Fair value 1 January 2023	390,464	61,932	**452,396**
Net gains and revaluation	19,036	5,831	**24,867**
Fair value 31 December 2023	**409,500**	**67,763**	**477,263**

	Freehold land and buildings	Total fixed assets
	£	£
b Tangible fixed assets		
Cost or valuation		
At 1 January 2023 and at 31 December 2023	**83,894**	**83,894**
Net book value		
At 31 December 2023 and at 31 December 2023	**83,894**	**83,894**

The freehold land and buildings comprise Church House. For accounting purposes the historical cost of this property was £83,894.

Investments include an investment property with a value of £60,000, valued by Marcus Grimes FNES MARLA of Marcus Grimes Estate Agents on 6 October 2020. Remaining investments represent cash invested to generate returns.

Total gains in the Statement of Financial Activities of £24,867 (2022: (losses) £46,575) comprised of the unrealised gains on investments of £24,867.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2023	*Total Funds 2022*
	£	£	£	£	£	£
8 Analysis of net assets by fund 2023						
Fixed assets for church use	83,894	-	-	-	**83,894**	*83,894*
Investment fixed assets	409,500	-	-	67,763	**477,263**	*452,396*
Current assets	(15,599)	105,714	110,461	-	**200,576**	*169,764*
Current liabilities	(20,233)	-	-	-	**(20,233)**	*(15,140)*
	457,562	**105,714**	**110,461**	**67,763**	**741,500**	*690,914*
Analysis of net assets by fund 2022						
Fixed assets for church use	83,894	-	-	-	**83,894**	*83,894*
Investment fixed assets	390,464	-	-	61,932	**452,396**	*498,971*
Current assets	32,328	32,135	105,301	-	**169,764**	*317,305*
	(15,140)	-	-	-	**(15,140)**	*(19,306)*
	491,546	**32,135**	**105,301**	**61,932**	**690,914**	*880,864*
9 Debtors						
Income tax recoverable	3,219	-	-	-	**3,219**	*730*
Prepayments and accrued income	2,026	-	-	-	**2,026**	*16,366*
	5,245	**-**	**-**	**-**	**5,245**	*17,096*
10 Creditors: amounts falling due within one year						
Aged Payables	4,774	-	-	-	**4,774**	*3,031*
Deferred income	12,819	-	-	-	**12,819**	*9,514*
Accruals	2,640	-	-	-	**2,640**	*2,220*
Other Creditors	-	-	-	-	**-**	*375*
	20,233	**-**	**-**	**-**	**20,233**	*15,140*

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2023

	Balances b/fwd 1 Jan 2023	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2023
	£	£	£	£	£
11 Statement of funds					
Endowed Fund					
Dunlop	8,566	-	-	801	9,367
Nellen	1,032	-	-	98	1,130
Hibberd/King	26,680	-	-	2,511	29,191
Graves Trust (Woodmancote)	8,600	-	-	803	9,403
Warner (Woodmancote)	13,337	-	-	1,266	14,603
West (Woodmancote)	3,717	-	-	352	4,069
	61,932	**-**	**-**	**5,831**	**67,763**
Restricted Funds					
Churchyard	1,195	797	-	-	1,992
The Friends of St Peter's Church	8,609	4,000	-	-	12,609
Dunlop	1,208	257	(125)	-	1,340
Nellen	183	30	-	-	213
Youth and Children	3,049	-	-	-	3,049
Woodmancote Fabric	9,942	1,155	(3,512)	-	7,585
Friends of St Giles	6,009	2,264	(1,287)	-	6,986
Powell	1,014	-	-	-	1,014
Woodmancote Organ	926	-	-	-	926
Valerie Binstead	-	70,000	-	-	70,000
	32,135	**78,503**	**(4,924)**	**-**	**105,714**
Designated Funds					
Church House Building	83,894	-	-	-	83,894
Church House	8,291	26,836	(22,308)	-	12,819
Flower fund	785	50	(233)	-	602
Frontal Chest & Porch Doors	4,715	-	-	-	4,715
The Keys	285	-	-	-	285
Parish Magazine	2,261	19,827	(15,166)	(4,000)	2,922
Piano Tuning	-	234	(80)	-	154
Screen & Projector	2	-	-	-	2
Woodmancote Coffee	1,167	-	-	-	1,167
Woodmancote Fabric	3,901	-	-	-	3,901
	105,301	**46,947**	**(37,787)**	**(4,000)**	**110,461**
Unrestricted Funds					
General fund	491,546	125,838	(182,858)	23,036	457,562
	491,546	**125,838**	**(182,858)**	**23,036**	**457,562**
Total funds	**690,914**	**251,288**	**(225,569)**	**24,867**	**741,500**

11 Statement of funds (continued)

Restricted Funds comprise:-

- Churchyard: Funded by the Hibberd/King endowment to help finance the upkeep of St Peter's Church (Henfield) churchyard.
- The Friends of St Peter's Church: Holds funds provided by The Friends of St Peter's Church, an independent organization. Its purpose is to raise money for the fabric of St Peter's Church, Henfield.
- Dunlop: Receiving income from the endowment of the same name, expenditure is at the discretion of the Vicar of St Peter's Church (Henfield).
- Nellen: This is funded from the Nellen endowment and provides finance in connection with altar frontals.
- Youth and Children's Fund: Set up to provide funding for youth and children's activities.
- Woodmancote Fabric: Holds funds donated/raised specifically for the upkeep of the fabric of St Peter's Church, Woodmancote.
- Friends of St Giles: Overseen by a committee of the PCC which raises funds for the fabric of St Giles Church, Shermanbury.
- Woodmancote Organ: Established to provide money for the organ at St Peter's Church, Woodmancote.
- Powell: A legacy specifically for the upkeep of the church and churchyard of St Peter's Church, Henfield.
- Valerie Binstead: A legacy from the estate of the late Valerie Binstead to be used for the benefit of children at St Peter's Primary School in Henfield.

Designated Funds comprise:-

- Church House Building: This is the historical value of Church House, the church hall at St Peter's Church, Henfield.
- Church House: Receives income from lettings and meets expenditure in connection with the maintenance and upkeep of the building.
- Flower Fund; Used to fund flower arrangements for St Peter's Church, Henfield.
- The Keys: Funds arise from events, such as concerts, the proceeds of which are often donated to other charities.
- Parish Magazine: Holds income from the magazine and meets its costs.
- Screen and Projector: Holds funds designated for the installation of a screen and projector at St Peter's Church, Henfield.
- Frontal Chest & Porch Doors: A generous donation which the PCC has set aside for the purchase of an altar frontals chest and installation of new porch doors, both at St Peter's Church, Henfield.
- Woodmancote coffee: Donations arising from refreshments provided at St Peter's Church, Woodmancote and designated to meet various costs at that church.
- Woodmancote fabric: Funds raised, and set aside by the PCC, to cover costs associated with the fabric of St Peter's Church, Woodmancote.
- Piano Tuning: A fund designated by the PCC to help finance tuning of the grand piano at St Peter's Church, Henfield.

11 Statement of funds (continued)

Endowed Funds comprise:-

- The Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- The Nellen bequest to be spent on Altar-frontals;
- The Dunlop bequest to be spent at the Vicar's discretion;
- The Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- The Warner fund is endowed with income to be used for upkeep of the churchyard;
- The West funds is endowed with income to be used for upkeep of the churchyard;

Transfers between funds relate to reallocations as considered necessary by the PCC.

12 Statement of Financial Activities 2022

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2022	*Notes*
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	120,918	18,431	288	-	**139,637**	
Other trading activities	10,548	-	26,335	-	**36,883**	
Investments	13,367	1,084	-	-	**14,451**	
Total income	**144,833**	**19,515**	**26,623**	-	**190,971**	*2*
Expenditure on:						
Raising funds	855	368	-	-	**1,223**	
Charitable activities	198,428	69,007	38,618	-	**306,053**	
Other trading activities	-	-	27,070	-	**27,070**	
Total expenditure	**199,283**	**69,375**	**65,688**	-	**334,346**	*3*
Net gains (or losses) on investments	(27,939)	-	-	(18,636)	**(46,575)**	*7*
Transfers between funds	2,045	(45)	(2,000)	-	-	*11*
Net income/(expenditure) and net movement in funds	**(80,344)**	**(49,905)**	**(41,065)**	**(18,636)**	**(189,950)**	
Reconciliation of funds:						
Total funds brought forward	571,890	82,040	146,366	80,568	**880,864**	
Total funds carried forward	**491,546**	**32,135**	**105,301**	**61,932**	**690,914**	

13 Related parties and transactions

There were no related party transactions during 2023 or 2022 other than those outlined in note 5 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMA

England & Wales - Charity number 1130458

Accounts

The Parish of Henfield with Shermanbury and Woodmancote

"Learning, Living and Sharing God's Love"



ANNUAL REPORT and FINANCIAL STATEMENTS for the year ended 31 December 2022

Incumbent: The Rev'd Paul Doick; The Vicarage, Church Lane, Henfield, West Sussex, BN5 9NY

Independent Examiner: Taylorcocks, The Courtyard, Shoreham Road, Steyning, BN44 3TN

Bankers: Barclays Bank PLC, 1 Chapel Road, Worthing West Sussex, BN11 1EX
The CBF Church of England Deposit Fund, 80 Cheapside, London, EC2V 6DZ

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The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Trustees Report
As at 31 December 2022

Administrative information

The Parish of Henfield with Shermanbury and Woodmancote (HSW) has three parish churches: the church of Saint Peter's, Henfield, the church of Saint Giles', Shermanbury, and the church of Saint Peter's, Woodmancote. The Parish is in the Deanery of Hurst, the Archdeaconry of Horsham and the Church of England Diocese of Chichester. *Correspondence address: The Parish Office, St Peter's Church, Church Lane, Henfield, West Sussex, BN5 9NY. Email: admin@henfield.org. Church Website: henfield.org*

The Parochial Church Council (PCC) is registered with the Charity Commission (registration number 1130458). PCC members (see below) are all trustees of the charity.

	Name	Position	Term ends
Incumbent	The Rev'd Paul Doick		
Assistant curate (from June 2020)	The Rev'd Heather Wilkin		
Churchwardens	Pat Burdock (H)	*Parish Safeguarding Officer*	2023
	Nigel Higson (H)		2023
	Barry Chaston (W)		2023
	Vacancy (W)		
	Richard Putnam (S)		2023
	Jan Pool (S)	*Deputy Churchwarden (without legal responsibility)*	2023
Deanery Synod	Jan Doick (H)		2023
	Heather McFarlane-Cryer (H)		2023
	Sidonie Stevens (H & W)		2023
	Richard Putnam (S)		2023
Elected PCC members	Nicholas Cryer (H)		2023
	Richard Kendall (H)	*PCC Treasurer*	2023
	Katrina Phipps (H)	*PCC Secretary*	2023
	Sue Ashton (S)		2023
	Nan Langhorne (S)		2023
	Sue Gunn (W)		2023
	Pamela Chaston (W)		2024
Elected May 2022:	Helen Boosey(H)		2025
	Karen Williamson (H)		2025
	Angela Underwood (W)		2025
	Caroline Charman (H)		Resigned

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Trustees Report
As at 31 December 2022

Structure, Governance and Management

The Parochial Church Council
The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. Membership of the PCC is determined under the Church Representation Rules (2017).

The PCC, together with the rector, steers the life of the church in its mission, witness and service in the parish. The PCC is responsible for the financial affairs of the church, and the care and maintenance of the church fabric.

The Henfield, Shermanbury and Woodmancote PCC comprises: the rector of the parish, the assistant curate, the churchwardens of the three parish churches, the elected members to the deanery synod, and up to twelve representatives of the laity, who are elected at the Annual Parochial Church Meeting (APCM) and serve for a period of up to three years.

Two churchwardens are elected for each of our churches. As of the APCM (11/05/22) there is a vacancy for a second churchwarden at Woodmancote.

The PCC met 6 times during the year.

Remembering past members of the PCC

The PCC recognises, and is grateful for, the contribution of:

William Greenwell who died in January 2022. William served on the Shermanbury PCC prior to the merging of the parishes. He also served as a churchwarden for several years. William lived at Shermanbury Place for more than 60 years, and his funeral service was held in St Giles Church. He will be remembered as a ' larger than life' and somewhat eccentric figure, who loved the countryside and living where he did.

Janet Oswald who died in December 2022. Janet served on the PCC and as a Deanery Synod representative for many years and was Electoral Roll officer for 10 years before moving away. She contributed to many areas of church life. She was an active member of the Pastoral Care Group and was authorised to take Holy Communion to those in the parish unable to come to church. She served as a facilitator for The Bereavement Support Group. She also supported her husband, Richard, in leading a large and thriving House Group. She is remembered with love and thanksgiving.

Deanery Synod
Parishes elect lay representatives to the Deanery Synods every three years. The next election is in 2023. The number of parish representatives is determined by the number on the electoral roll. HSW parish is entitled to 5 serving representatives and currently has 4.

The deanery synod members provide an important link with neighbouring parishes and the wider structures of the church, enabling the sharing of best practices and knowledge, and leading to growth.
Members of the deanery synod play an important role in electing lay and clergy members to both Diocesan and General Synods. Deanery Synod members automatically sit on the PCC.

Our representatives together with the Incumbent and the Assistant curate, participated in 3 deanery meetings during 2022:

At the February meeting a presentation was given by Dan Jenkins, Diocesan Youth Officer and Gary Pickett, youth worker at Ditchling and Hassocks. One of the key ideas was to consider sharing a youth worker with another parish thus making it more affordable. Whilst we have no immediate plans to employ a youth worker, it is something

to bear in mind for the future and to pray about.

In May, Helen James (Parish Advisor - Finance, Stewardship and Governance) spoke about generous a giving and moving people to the Parish Giving Scheme, legacies and contactless giving. Information and advice from this presentation fed into the work being done by the PCC.

At the November meeting the focus was on the Deanery Mission plan and finance. The bishops and archdeacons in the diocese are encouraging parishes to work more collaboratively with each other, to provide cover for clergy and to share experiences and resources. For this purpose HSW are part of an informal cluster with the Mid Downland Parish churches of Poynings, Edburton, Newtimber and Pyecombe.

Management and Committees

Day-to-day management and operation of the parish is carried out by the Incumbent with the Churchwardens, the Parish Administrator (Nicki Jones) and, in matters for the PCC, the PCC Secretary. Additionally, there are several committees in place to deal with specific aspects of parish life, these report to the PCC.

The following committees met in 2022.

Standing Committee. This is the only committee which the PCC is legally obliged to establish. The core membership comprises the Incumbent (Chairman), the assistant curate, the Churchwardens, Treasurer and PCC Secretary. This committee has the authority to transact urgent business between PCC meetings, to progress matters which do not call for a full PCC discussion, and to plan the business of the PCC. The Standing Committee met 6 times during 2022

Worship and Mission Committee. This group was established by the PCC (November 2019) to explore the priority areas, stated in our Mission Action Plan, of: Worship, Prayer and Discipleship & Outreach, and to identify and propose specific actions to move us forward. The group met twice during 2022 and has made a number of recommendations to the PCC.

Pastoral Care Group. The focus of this group is to oversee the provision of pastoral care both within and beyond the church family. Specifically, the group looks after home communion, bereavement care and is active in maintaining a link with baptism and wedding families. The group is chaired by the assistant curate. The group met three times during 2022.

Parish Magazine. This committee meets annually to discuss the content, price and advertisements contained in the parish magazine as well as issues surrounding printing and distribution. The monthly organization of the magazine is the responsibility of Helen Boosey the Editor.

The Friends of St Giles' Church, Shermanbury. The role of this committee, chaired by Richard Putnam is to raise funds through events and other activities, for the fabric of St Giles' Church, Shermanbury. The income raised is placed in a restricted fund.

Trusts and other organisations connected with the parish

There are two to note:

St Peter's Church of England Primary School Trust. This charity is custodian of both the land and buildings of St Peter's Church of England Primary School (Fabians Way, Henfield, West Sussex, BN5 9PU), and the proceeds from the sale of the former School buildings and land on Henfield Common. These are held in cash and investments, the income of which is largely used to make payments to the school governors in the discharge of their duties. The Vicar and Churchwardens are ex officio trustees with two others.

The Friends of St Peter's Church, Henfield. This is an independent organisation. Its purpose is to raise funds for the fabric of St Peter's Church, Henfield. The income raised from various events is held in a restricted fund.

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding
Members of the PCC recognise the duty of care that they have towards all who are ministered to within the Parish and wider community; the protection of children, young people, and vulnerable adults is taken very seriously.

Our Safeguarding Officer is Pat Burdock. She manages the parish policy, which is reviewed annually, and ensures that safeguarding is an integral part of all our work and plans. She also ensures that our policy and practices remain in line with the directives and guidelines of the Diocese of Chichester and the Church of England nationally.

Our Safeguarding policy is available on the church website. The PCC review the policy annually. It was reviewed in May 2022.

During the year we have:

- ***Ensured compliance to our Level 1of SQP (Simple Quality Protects) safeguarding practices and maintained the 'evidence' folders of documents.***
  These practices ensure that our basic day-to-day activities in church are safe and that we operate as safely as possible in our interaction with both children and adults.
  They cover policies put in place by the PCC, how this supports good safeguarding and how compliance is monitored.

- ***Ensured all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date.***
  All those required to undertake, or renew, their C2 Leadership training have done so.
  All PCC members continue to be requested to complete the C0 (Basic Awareness) training module.
  The following change has been communicated and implemented: Retired clergy with Permission to Officiate only need to carry out C2 Leadership if they work with children, the vulnerable, and pastoral care including Pastoral Offices.

- ***Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date.***
  DBS checks have been carried out for individuals who take on new roles that require e.g. Children's Church, Pastoral Care etc.
  The following two changes has been communicated and implemented: i) The DBS renewal period has been reduced from 5 to 3 years for all new and updated applications. This is in line with The Charity Commission. ii) New members to the PCC (other than the Clergy and Parish Safeguarding Officer) no longer need to complete DBS checks because we are not classed as a children's charity.

- ***Identified risks to which all might be exposed.***
  These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out/updated as necessary.

- ***Ensured Safeguarding is integral to our work.***
  Safeguarding has continued to be an agenda item for all PCC meetings, and for other meetings as appropriate i.e. Standing Committee and Pastoral Care Group.

Health and Safety

Health and Safety is at the forefront of all our work. The PCC accepts its overall responsibility for ensuring the safety of those who use our three churches.

We have a written Health and Safety Policy which identifies the general and specific arrangements that are in place to ensure, so far as is reasonably practicable, that our activities are carried out safely and do not pose a risk to the health of our employees, volunteers, congregation, visitors and others who may use the church, church yard or buildings we are responsible for. These arrangements are in accordance with good practice and relevant statutory provisions where they apply.

In addition to the Health and Safety Policy, we also have a specific policy for the evacuation of a church in an emergency. This covers all three of our parish churches.

The churchwardens have day to day responsibility for implementing these policies, overall responsibility lies with Pat Burdock who is our Health and Safety Office. However, all employees and volunteers have a responsibility to take reasonable care of themselves and others while on church business or premises, and to comply with all safety rules and procedures.

This year has seen the removal of the many restrictions and measures in place for the pandemic. This has been done with caution and care, and in line with the advice given by the Church of England. All changes have been communicated to the congregations in advance, giving people an opportunity to raise any concerns or questions.

Our buildings and grounds are regularly checked to ensure they are safe. All concerns raised during the year are assessed and addressed accordingly.

Data Protection (GDPR)

As a parish we continue to refine how we collect, hold, process and use personal data. The PCC has in place a Data Privacy notice which explains, among other things, the purposes for which personal data is held, how it is used and how long it is kept. The policy also covers what constitutes a data breach and what needs to be done if a breach occurs. This policy is reviewed every two years by the PCC. The next scheduled review date in November 2023.

Many members of our congregations have signed a Data Consent form giving us permission to contact them in the course of our business. This greatly facilitates communication, and means that the weekly e-newsletter can be sent out to a wide number of individuals. If you would like to complete a Data Consent form so that we can say in touch, please contact the church office.

Our Data Privacy policy is available on the church website.

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Aim and Purposes

The PCC shares with the Rev'd Paul Doick the responsibility for delivering the mission of the church - pastoral, evangelistic, social and ecumenical - in the parish

The PCC also shares the responsibility for the maintenance of the church buildings (which are all Grade 2* listed) and the surrounding churchyards, together with Henfield Church House. There is also a small commercial corrugated iron building in Blackstone owned by the PCC which is rented out.

As trustees, we (the PCC members) must follow the Charity Commission's guidance on public benefit and the more specific guidance to churches on the advancement of religion.

It is our duty to ensure that the work being carried out is for the benefit of the public. In particular, we try to enable people to live out their faith as part of our parish community through: -

- ***Worship, prayer and discipleship***
- ***Provision of pastoral care for people in the parish***
- ***Missionary and outreach work.***

Objectives and Activities

This year the PCC has continued to work on delivering the planned action outlined in our Mission Action Plan (MAP), a copy of which was circulated and discussed at the APCM in 2022.

In particular we have focused on:

- ***Ensuring that across the parish there is a balance of more traditional and modern services and that there are opportunities for families to worship.***

With this in mind two new Sunday afternoon services have been introduced this year. There is now a 'songs of praise' service at Woodmancote on the first Sunday of the month, and a family friendly service at St Peter's Henfield on the third Sunday.

- ***Enriching our worship through music.*** Music is an integral part of our Worship and having appointed both a Choir Director and Organist in November 2021, our aim was to re-establish a choir.

After a few years without a choir, a regular choir started singing together in September and now sings at one or more regular services each month as well as 'special' services. Work to establish both a Children's choir and Youth choir is underway, and we hope that this may be possible in the near future. Not only does this enrich our worship but also provides an opportunity for people (who may not be regular church goers) to get involved and play an active part in the service through the music.

- ***Ensuring our three churches are fit for purpose*** i.e. are all well-lit, warm, and watertight, and have basic facilities like a toilet. This goes hand in hand with worship and our desire to encourage more people into our three churches. Our aim has been to complete some of our major projects that were delayed by the pandemic. The following projects are of particular note:

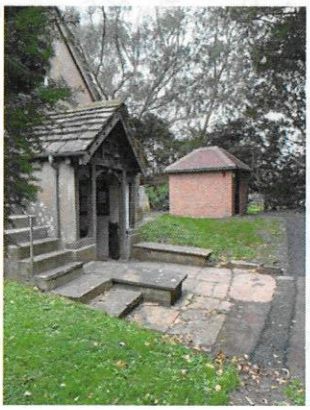
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Screen projector and live stream camera system. This has been installed at Henfield, and the Wi-Fi has been upgraded. This project has been in the planning a long time and is a great achievement. It will help us considerably when St Peter's School come into Church to worship (it will no longer be necessary to print numerous paper copies of the service), and will also be put to good use for the new Family Service. It also facilitates the live streaming of service, funerals and weddings, enabling us to reach and connect with the wider community including those who are house bound.





Outside lighting and new signage at Woodmancote.
The installation of low lighting along the footpath was due to be installed in November but was delayed by bad weather. This work, has now been completed. The new lighting will encourage and benefit those attending services, particularly during the winter months. The new signage will be in place soon, and will communicate more clearly the services of the church.



Toilet facilities at Shermanbury.
The project to build a small accessible toilet at St Giles' Shermanbury, has also been completed this year and the work has been done to a very high standard.

This will benefit not only the regular congregation but also those attending weddings, funerals etc, and will hopefully enable more events to be held at the church. It will no longer be necessary to hire in toilet facilities.

Connecting with people not only in our churches but in the school and in the community. The PCC recognises the value of the church coming together with local groups to work together for the benefit of others. With limited resources this if often a more powerful and sustainable option than working in isolation. Through this type of discipleship we can represent Jesus.

This was the approach taken in May, when the church met with a number of key organisation in the village to co-ordinate the support for Ukrainian refugees in the community. One of the initial tasks that we undertook was to host Saturday coffee morning for sponsors and their Ukrainian guests, so as to enable people to meet and as an opportunity to ask our guests what support they needed.

Working toward a more Eco friendly church. We aim to be more 'eco' both in terms of reducing carbon emissions (in line with the Church of England target of nett zero by 2030) but also more generally by implementing environment care in to all aspects of our church life and mission.

In 2022 a member of the PCC was assigned to get us started and is exploring the A-Rocha(UK) Eco Church environmental award scheme. The initial step is to look at and understand the type of things that we can do, and what other churches are doing, to reduce (or eliminate) the harmful environmental footprint of our buildings and activities. In due course a group will be formed to take some of the ideas forward. We continue to work with local community groups in this area.

- ***Managing and growing our limited resources, and encouraging more volunteers.*** The PCC is responsible for raising the funds necessary to carry out 'mission' work. This is achieved through fund raising but also through the promotion of regular giving, donations and legacies etc. We rely heavily on the money kindly donated by our parishioners and others, and on people undertaking voluntary church work. A key aim is to encourage more volunteers and to concentrate limited resources on delivering those activities of most benefit the community.

- In 2022 a contactless donation device was installed in the church at Henfield to facilitate giving. The PCC also agreed a Legacy Policy which will hopefully allay any fears that people may have about leaving a legacy to the church. New volunteers came forward to help with the Little Fishes group and the Bereavement Support Group, and many people from all three churches helped with two of our main fundraising events: the church fete and the Garden and Arts weekend cafe. It would be good to recruit some additional volunteers to help with the monthly Community Lunch at the Haven. The PCC recognises the constraints that prevent people from getting involved.

Through all our work we continue to be guided by the Diocesan vision and associated actions that invite us to become more converted to Jesus Christ, and to be more open, more generous and more engaged. We are committed to supporting this vision which informs much of our work in this parish. The PCC remains committed to paying the full Parish Share. This is the amount of money that the PCC pledges to the Diocese as its contribution towards the mission and ministry across the Diocese.

We continue to work closely and collaboratively with other churches within our deanery, to provide cover for clergy and to share experiences and resources.

Achievements and performance

Electoral roll numbers
The number on the roll as at 11th May 2022 (APCM) was 226

The total for the previous year was 220 (APCM 19.05.21) . Since then 5 parishioners have sadly died, and 2 have moved away. However, there has been 13 new names have been added, giving an increase of 6.

Church Attendance
The average attendance figure are based on the month of October 2022.

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The average Sunday attendance at St Peters Henfield was adults 61 and 3 children (62 and 4 respectively in 2021).

This number increases at major festivals. Easter Day attendance was 117 (100 in 2021). At Christmas 124 people (151 in 2021) attended the Carol Service on Sunday 18th, an additional 83 attended a carol service for the scouts of which 38 were young people. A total of 457 people (297 in 2021) attended services on Christmas eve and Christmas day.

The average attendance at St Giles Shermanbury was 18 (14 in 2021). Easter Day attendance was 18 (15 in 2021). At Christmas a total of 33 people (33 in 2021) attended the Carol service on Sunday11th December. The Holy Communion service on Christmas Day was cancelled due to local flooding.

The average attendance at St Peters Woodmancote was 12 (15 in 2021). Easter Day fell on a week where there was no service at Woodmancote. At Christmas a total of 77 people (37 in 2021) attended the Carol service on Sunday 18th December and 45 (30 in 2021) attended the service on Christmas Eve.

In total the average for Sunday across all three churches was 91 adults and 3 children (91 and 4 respectively in 2021). The average, including weekday worship, was 117 adults (117 in 2021).

These figures above do not include those that participate online. On average 70 people a week participated in the Sunday services at Henfield which are both live streamed.
A similar number of people watch the online Evening Prayer service from the vicarage on Wednesday evening and/or Morning Prayer and prayer walk on Thursday.

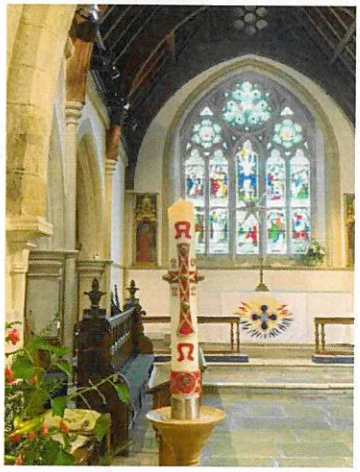
As well as our regular services we **hold a number of services relating to life events.** During 2022, the following took place across the three churches: 26 Baptisms (13 in 2021); 12 Marriages (3 in 2021) plus one blessing after a Civil marriage and a Thanksgiving service to celebrate a Diamond Wedding Anniversary; 24 church funeral services (24 in 2021), with a further 19 held at crematoriums or cemeteries (15 in 2021). There were 2 memorial services and 7 burial of ashes.
The clergy continue to receive many messages of thanks for the support that has been provided following these 'life event' services.

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Review of the year

Worship, Prayer and Discipleship
Prayer and worship are at the very heart of Church life. Throughout the year we have prayed this prayer and we invite all members of our community to use it:

God our creator and redeemer,
help your churches in Henfield, Shermanbury and Woodmancote
to grow in holiness, unity, effectiveness, love and in numbers.
Draw us closer to you and those around us.
Give us enthusiasm in our faith,
and wisdom in sharing it with young and old.
Open our eyes to new opportunities,
our lips to sing and speak of you,
and our hearts to welcome the stranger.
Grow your kingdom in us, and in the world,
through the intercession of our Lord, Jesus Christ
and in the power of the Holy Spirit. Amen



Services and Service Pattern
This year has seen us get 'back to normal' after two years of disruptions and changes to the services and service patterns due to the pandemic.

The following changes occurred:

The removal of many of the imposed COVID-19 restrictions occurred in January 2022. This was communicated in a pastoral letter sent out to the congregations, in which Paul offered his heartfelt thanks for the patience, perseverance, love, and prayer shown by the congregations during this tough time. Further changes were made in April when 'simultaneous communion' was introduced, and in June when we returned to receiving the wine direct from the chalice.

The change agreed by the PCC to regularly hold the 8.30am Sunday service at Henfield, instead of alternating it between Henfield and Woodmancote, was implemented in January 2022.

A new start time of 9.45 am for the main Sunday service at Henfield was also implemented in January. Thankfully, the clergy now have sufficient time to travel to either Shermanbury or Woodmancote for the 11.15am service.

The new Songs of Praise service, based around hymns chosen by members of our three congregations, began at St Peter's, Woodmancote in September. This has attracted good attendance.

The informal 'teatime' family worship for families with children who may not be able to come to church in the morning, was launched slightly later than hoped in November.

The regular service pattern can be found in full on the church website. In addition to these several special services were held to mark the festivals of the Christian calendar:



Throughout Holy week 2022 there was at least one daily service. The Good Friday Family 'Stations of the Cross' service was followed by 'The Walk of Witness' by members of all three Henfield churches. This had not taken place for two years due to the pandemic.

Harvest Sunday was celebrated in October.

Remembrance Sunday was marked in November with public worship in the church and at the Henfield Village war memorial.

The annual All Souls Service to remember and pray for the dead was also held in November.

And in 2022 there were a number of significant services held for Her Majesty, Queen Elizabeth II:

The anniversary of the Queen's Accession was marked on the 6th February with a service of Evening Prayer using the traditional words from the book of Common Prayer.

In June, all three churches held a service to mark the Queen's Platinum Jubilee: at Woodmancote a Jubilee evensong was held with tea beforehand, and a Thanksgiving Service for the Queen was held at both Henfield and Shermanbury.

In September, following the death of Her Majesty the Queen, all three churches held services of Thanksgiving and Commemoration.

Children's Church

Children church takes place on two Sundays a month (2nd and 4th) in Church House, with the children coming in to church before communion.

The team that runs Children's Church continues to work hard to prepare and provide fun activities through which the children can learn about Jesus. The PCC recognises the amount of work involved and is very grateful.

The number of children attending is disappointingly low, but it is hoped that this will grow again over time. The PCC continues to explore ways to encourage the families who attend the Little Fishes preschool group to engage with Children's Church when their children start school.

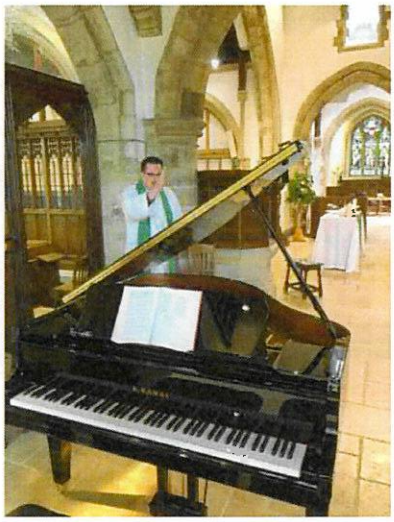
Several families who come to church on a Sunday prefer the option of staying in the church with their young children, for the service. They are very welcome. It is hoped that new 'teatime' service once a month will attract families who cannot attend on a Sunday morning.

Although Children's Church has yet to grow, we continue to reach a large and significant number of children through our outreach work at St Peter's primary school, our 'Little Fishes' group and with special services like that for the cubs and scouts at Christmas.

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Music

In support of our aim to enrich our Worship through music and to establish a choir (both adult and junior) the PCC agreed to the purchase of a new baby grand piano. It was not economic to re-furbish the existing church piano which was in a poor condition, and this together with the piano in Church House (also in very poor condition), was removed.



The new piano was blessed by Paul at the Sunday Service on 4th September. The voluntary that day was a duet arrangement of Handel's Cortege (otherwise known as the Arrival of the Queen of Sheba) beautifully played on the new piano by John Holmstrom and Sidonie Stevens.

The newly formed choir now regularly sings at Evensong and on the second Sunday of each month. A choir sung at both Woodmancote and Henfield Christmas Carol Services.

Choir Rehearsals take place in St. Peter's Church Henfield on Fridays from 6pm until 7.30pm. If you are interested in joining the choir or helping out occasionally, please contact the Choir Director via the Church Office.

The PCC would like to thank John Holmstrom who voluntarily plays the piano and organ on the first Sunday of each month and Rosemary McIntosh who regularly sings on the first Sunday. It would also like to thank Molly (a music student at Ardingly college) who has played the church organ for us at a number of services.

The Church bells at Henfield are rung most Sundays, calling people to worship, and are often requested at Weddings and occasionally for funerals. You might also hear the bells on a Wednesday evening when the ringers hold their practice session. This year the bells were rung in celebration of Her Majesty on the occasion of her Platinum Jubilee, and, only a few months later, 'half muffled' as a tribute to her before the funeral at Westminster Abbey. Many people across the village will have been moved by hearing the bells.

Not all bells ringers are church goers, but they are welcome to enjoy the activity of ringing at Henfield. The PCC thanks all those who rang throughout the year. If you would like to join the bell ringers, please contact Alison Hammond via the Church Office.

Spiritual Growth

The Vicar and the PCC aim to encourage those who worship at the three parish churches in their discipleship and spiritual growth.

Throughout the year Reverend Christina has led a 'home group'. The group meets fortnightly on a Monday afternoon for bible study and prayer followed by tea. New members are very welcome.

In Lent two groups (daytime and evening) met to follow the Paula Gooder course 'A way through the Wilderness '. This explored how we might experience God's help in times of crisis.

Two people from our parish were confirmed by Bishop Ruth (Bishop of Horsham) in October. Confirmation classes were held in preparation for this.

Pamela Chaston was commissioned as an Authorised Lay Minister (ALM) for pastoral care in January 2022 by Bishop Ruth. She also has permission to take Holy Communion to the sick and she has been assisting Rev'd Christina with services of Holy Communion at Upper Mead.

The ALM program is run by the diocese and is for lay people who wish to share in the public ministry of their church. All candidates start by completing the 'Living Faith Course before selecting a specific lay ministry module. The PCC is

keen to promote and encourage church members to consider ALM, if you are interested please talk to one of the clergy.

Much encouragement for our prayer life with resources to help us nurture our faith has comes in the weekly e-newsletter. This remains a valuable means of communicating and sharing information and resources. It includes the vicars 'thought for the week' which is also posted online.

Parish Giving

The PCC is incredibly grateful for all the financial help which our parish receives from the many churchgoers in Henfield, Shermanbury, Woodmancote and the surrounding area. All giving is important and greatly appreciated. We rely on the generosity of our parishioners and others to maintain our church life and ministry and to care for our church buildings and churchyards.

Regular giving through the Parish Giving Scheme is promoted as this reduces the work required by our church. The weekly newsletter contains information about giving via this scheme, as well as a link to follow for one off donations. It is also possible to make a donation from the church website.

The PCC continues to look at ways of both simplifying and encouraging giving. As well as the contactless donation device, card payments can now be taken at events held in St Peters Henfield. The PCC is looking at ways to provide Woodmancote and Shermanbury with similar technology.

Please remember that St Peter's Church, Henfield is registered with 'easy fundraising', which means you can raise money for us when you shop online. Over 4,000 shops and sites will donate to us when you use easy fundraising to shop with them. Its free and the money donated makes a difference to us. The PCC thanks everyone who has signed up and is helping in this way.

Provision of pastoral care for people in the parish

Providing pastoral support is key to a caring church. The incumbent and the PCC are committed to the provision of sensitive and compassionate care to ensure the well being of all people within the Parish. After two years of disruption due to the pandemic it was good to be able to re-establish some of the pastoral support services.

Home Communion, Care Homes and Self-Help Group

Prayer and Praise services, together with Holy Communion services, both continue once a month in Red Oaks and Upper Mead care homes. Some residents prefer to receive communion in their rooms, and this is not a problem. Services (in church) for the Henfield Self Help group started again in June, with a further two Holy Communion services taking place in September and December.

Pastoral visiting and care

There are also lots of reasons why people need care, particularly sickness and loss, not only of loved ones, but also other losses, such as jobs, income, housing and even purpose. Whilst the clergy and the Authorised Lay Minister carrying out much of the pastoral visiting - it is easier for the clergy to call on people unannounced - the PCC recognise that many members of the church congregations are giving 'day to day' support and care to their friends, neighbours and in their work as volunteers within the community.

Bereavement Support Group

The care of the bereaved continues to be an important part of our pastoral ministry. The Bereavement Support Group moved from meeting just once a month to twice a month in 2021. The group is facilitated by a team of five church members. The aim is to provide a warm safe space where people who are grieving can connect with others and benefit from both emotional and practical support.

The group is free and is open to adults within the community and surrounding area. The team continues to explore new ideas for advertising and promoting the group. The feedback from those attending in 2022 was all positive.

Baptism Families and Wedding Couples
Pastoral Care also involves caring for each of our Baptism Families. There has been much work done in this area due to the high number of Baptisms which took place in 2022. Contact is maintained so that each family can be invited back to church on the first anniversary. In the same vein wedding anniversary cards are sent to couples married in our parish on their first anniversary.

Ministry of Welcome
The ministry of welcome is very important when people attend church, as is recognising whether they have been away for a few weeks. The PCC is grateful for all those who provide such a good welcome on Sundays at our three churches.

Throughout 2022 St Peter' s Church, Henfield remained open during the day for refuge, quiet prayer and for visitors. Regrettably it is not possible to open our other two churches during the day. During the period of mourning for Her Majesty, Queen Elizabeth II, St Peter's, Henfield was open each day from 8am until 6pm for people to come and pray and to light a candle in memory of her and sign the Book of Condolence. St Peter's, Woodmancote was open some of the time with a Book of condolence shared with their Parish Council. We trust that people in the community found this a comfort.

Missionary and Outreach

Community outreach is an essential part of our mission which we carry out both collectively but also individually through our everyday encounters and actions. Working together with St Peter's church school is an important aspect of this work, as is supporting and joining in with local community groups and initiatives.

St Peters Voluntary Aided Church of England Primary School
The school is a key part of our mission and a focus for our work in the community. Members of the PCC have a responsibility to support the school and ensure it maintains its Christian values. It is responsible for the nomination and approval of the 7 Foundation Governors who represent the church and who work to ensure the school develops with this Christian ethos in mind. Rev'd Paul is an ex-officio member of the Governing body and is currently Chair of the Board of Governors.

In July the PCC approved the re-appointment of Dave Carter as a Foundation Governor. He is a secondary school head teacher at a Roman Catholic Academy school within the diocese. It is becoming increasingly difficult to find Foundation Governor within our immediate locality. Two vacancies remained unfilled for most of the year.

We are looking for Governors of any age or background and would especially welcome applicants with legal, human resources, communications and managing buildings experience.
But whoever applies we simply want people committed to our Christian ethos and to the education of our children. This is such an important part of our service to the community, if you want to contribute to the success of our Church Primary School, then do speak to Rev'd Paul.

For the first part of the year high levels of Covid at the school meant that assemblies were back to being pre-recorded. Thankfully this was for a limited period after which the clergy were in school, on average, once a week.

The school continue to attend services in the church. It was lovely to have the school attend St Peter's church, Henfield for Harvest in October and Christingle in December. There was no 'Art in Advent' this year. This is to be held every two years so hopefully in 2023 we will be able to enjoy and celebrate with the community the creativity of the school children.

The PCC continues to explore new ways of supporting and connecting with the school and school families. Plans for launching a children's choir have been discussed with the school and we will continue to work towards this goal in2023.

Little Fishes
The 'Little Fishes' group for babies, pre-school children and their parents/carers has continued to attract new families. At the start of the year there was on average 20 adults and 20 children attending, by the end of the year this had grown to 25 adults and 30 children. The group meets on a Friday between 9.30 and 11.00.

The sessions, which are free of charge, include stories, singing, activities and refreshments, which parents and carers enjoy as much as the children. The weekly session run by Rev'd Heather, with the help of Pat Burdock, James Whittle, Jan Poole, Di Johnson and Shirley Abbott.

The group has been a factor in the significant increase in the number of Baptisms. This is really encouraging. The PCC thanks all those involved in this important work.

Parish Magazine
The monthly Parish Magazine continues to be distributed widely throughout the parish and is an essential part of our ministry and outreach. It is an expression of the life of our three churches and a reflection of our beliefs; to some in the village it may be the only Christian contact they have.

The magazine remained at 70p per copy, printed each month of the year. A discounted annual subscription included 2 free copies. Approx. 750 copies were delivered each month to subscribers in local roads by 45 distributors. Delivery of magazines in Henfield High Street and Woodmancote continued to be covered by Peter Bates. In addition, local retailers sold on average per month: Budgens 44, Stokes 8 and the Small Dole Store 9. The Newsagents in Station Road sold 8 copies in each month January to March inclusive but ceased trading thereafter.

The December magazine was free. 500 extra copies were printed. Distributors were encouraged to pass these on and copies were given to businesses/shops in Henfield High Street as extra publicity.

Contact was made with a representative from the Shell Garage as part of our outreach to the community. We are awaiting confirmation from Shell concerning sale of the Magazine at the garage.
At the time of writing this report (February 2023), Budgens has ceased trading. Sainsburys will be approached to continue this valuable area of magazine sales.

The annual "thank you" tea for our distributors was held in November 2022.

The magazine helps to bring the church and community together not only by ensuring that Church news, local news and important information is shared but also through the giving of encouragement, hope and our prayers. It is a valuable income stream for our three churches.
Help with distribution is particularly needed on the newer developments in Henfield. If you or someone you know would be interested in a voluntary role then do speak to Rev'd Paul or contact Diana Halsey via the Church Office.

The PCC remains very grateful to Helen Boosey (editor), Amanda Thibaut assistant editor) and to all those involved in the production and distribution of the magazine.

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As at 31 December 2022

Community Initiatives
We continue to support and get involved with local initiatives, including:

The Henfield Food bank - Our three churches support the Henfield Food bank which is run in partnership with Horsham Matters. We have a donation bin in the church porch at St Peter's, Henfield.

Henfield for Ukraine - This group has been set up to assist the people of Ukraine, in particular those who have come to live in our community. The Church, Henfield Parish council, Henfield Medical Centre, BN5 Magazine and Henfield Community Partnership are all working together on this group.
Sustainable Henfield - This is a locally based group of people who want to help reverse both the climate crisis and the decline in the natural world. The church is looking at ways to implement environment care into all aspect of our church life and mission.

The Henfield Haven - This is a community owned centre providing activities and specialist services as well as a community cafe. A regular team of three church members continue to help with the monthly Community Lunch. The Bereavement Support Group meets at the Haven, and in doing so is able to introduce The Haven to those who may not know of it and the services offered

Henfield Youth Club - Revd Christina, our retired priest, is a trustee of the club.

Events and Activities
These are important as they bring us together with the wider community. After two years of very limited engagement it was a joy to be able to hold a range of events and activities throughout the year. Some of the events are also important as fund raisers.

The PCC would like to thank all those who get involved and give of themselves to represent the church through these activities.



The traditional Easter Monday 'Open Church and Coffee Morning' took place at St. Peter's Woodmancote with an organ recital, floral displays and a plant stall as well as coffee and cake. St Peter's Woodmancote also hosted a Jubilee Tea before Choral Evensong on Sunday 29th May. This was a lovely celebratory event and much enjoyed. The church also held a summer coffee morning for their congregation with an kind invite to those at Henfield and Shermanbury.

Two of the concerts postponed from 2021 took place. In January, Ninebarrow performed at St Peter's church to a full audience which included a large number of people from outside the village. At Shermanbury, the 'Brahms in the Boneyard' concert (originally scheduled for summer 2021) took place in July. This was a summer evening open air concert, performed by the Trifonics, to which guests could bring their own picnic. It too was well supported and a very enjoyable event for the community.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Trustees Report
As at 31 December 2022



St Peter's Church, Henfield was open for the Garden and Arts weekend in June. It was a busy weekend with lots of people visiting the church to enjoy the cafe, musical events and art work that was on display. Refreshments were by donation so that all could feel welcome and participate.

The Summer fete was held at the end of June in the Vicarage garden. Members from all three parish churches were involved. Although smaller in scale than previous years it was equally as enjoyable and successful, with good attendance from the local area. It was lovely to welcome back the Patcham Silver Band who performed throughout the afternoon.

St Peter's Church, Woodmancote and The Friends of St Peter's Church, Henfield, both had stalls at the Charities Fair held in November at Henfield Village Hall. The Woodmancote stall followed the theme of ' Christmas' and the Henfield stall that of 'Chocolate. Both proved very popular.

In December, Brass Fusion together with the Bothy Singers gave a much enjoyed and festive 'Christmas by Candlelight' concert at Woodmancote church.

All three churches have a Facebook page and we continue to engage with the community via these and our church web site. This year the Journey through Advent (on Facebook) involved the making of a Jesse Tree. Each day an item was added to the tree and its story shared. It provided a meaningful way of connecting the custom of decorating our own Christmas trees with the events leading to Jesus' birth.

Charity Giving

As part of our Mission and Outreach work, a proportion of money collected, donated and raised at events is given to both local and national charities. In 2022 the total amount given was £2,163.

Family Support Work (FSW), a charity that supports children and families across Sussex, received £1,219. This was £294 from the Garden & Arts weekend, £425 half of the collections from Christmas 2022 and £500 from an anonymous donation.

The Royal British Legion Poppy Appeal received the Remembrance Day collection of £470.

The Children's Society received £474 collected at the school Christingle service and through charity collection pots.

All the October Harvest thanksgiving goods donated in our churches and at St Peter's school were given to our local charities FSW and Horsham Matters.

Financial Review

In 2022, several important projects came to fruition. The most extensive of these was the construction of a brick-built toilet adjacent to St Giles' Church, Shermanbury for which the Friends of St Giles had obtained significant amounts of grant funding. Another project was the installation of much needed lighting and other work in Woodmancote Churchyard (being completed in 2023) Various items at Henfield Church, such as installation of a screen and projector, a new piano and an altar frontals chest and exterior work as specified in the most recent Quinquennial report, were also undertaken.

Renovations of Church House were carried out as well. Some of this expenditure was paid for from external grants but it was also necessary to resort to our unrestricted funds. For the first time in three years, it was possible to hold our summer fete in 2022 which helped to boost General Fund income. We again benefited from generous legacies, this year receiving a total of some £19,000 which is gratifying. Unfortunately, in line with general market trends, we suffered a net loss on our investments of approximately £46,000. Despite this, dividends increased by over £3,000 compared with the year before. The value of our Unrestricted Fund investments now stands at £390,464 with the equivalent figure for Endowment Funds being £61,932, a combined total of £452,396.

Income

During 2022, total receipts from donations and legacies, and other income on general unrestricted funds were £158,089 and are detailed in the Financial Statements. Our main income is regular planned giving from members of the church congregations, which amounted to £51,840. This was a reduction of just over 4% compared with 2021. The PCC was again extremely grateful to all who contributed financially to the parish through planned giving and collections. The Parish Giving Scheme, whereby church members can give to the church regularly by direct debit, continues to work well. We urge new contributors to consider using this scheme which enables us to receive donations and gift aid within ten days of the donation being collected from the members' accounts. This is a very efficient way for both the giver and the church. The PCC will continue to promote its use as part of a wider strategy to maximise our income.

The total amount of Restricted fund income received during 2022 was £19,515 and mainly arose from legacies, grants, fundraising and donations for specific purposes.

Within unrestricted income receipts of £171,456, the parish benefits substantially from other income (known as 'other trading activities') of £36,883. This includes fees for weddings and funerals (£8,798), sales of the parish magazine and advertisement fees (£17,684) and rent received from property and from letting Church House in Henfield (£10,151).

Expenditure

Total payments from unrestricted funds were £264,971 and are also detailed in the Financial Statements. Allowing for losses on investments and transfers between funds the net movement on unrestricted funds resulted in a deficit of £121,409.

The largest expenditure for the PCC was the Parish Contribution to the Diocese to cover ministry costs. This amounted to £76,967 (100% of the figure allocated by the Diocese). This sum covers the cost to the parish of the housing, stipend, national insurance and pension costs of the clergy and includes a contribution towards Diocesan and national church costs. It remains PCC policy to strive towards paying 100% of Diocesan costs.

By far the largest expenditure item was renovations at £151,096. Staff, upkeep of services, church running expenses and upkeep of the two churchyards in Henfield and Woodmancote are the next largest items of expenditure totaling £52,044. These costs include caring for the fabric of our three grade 2* listed buildings.

The closing balances in the unrestricted, restricted and endowment funds as of 31 December 2022 were £596,847, £32,135, and £61,932 respectively. Total funds stood at £690,914.

Reserves policy and Investment Policy

The PCC reviewed its reserves policy in 2020 and agreed to maintain an unrestricted cash balance on the General Fund that is equivalent to 3 months of unrestricted expenditure, currently £50,000. During 2022 this was maintained.

The PCC has the care of three grade 2* listed churches and understands that the upkeep or improvement of these buildings takes considerable financial investment that cannot always be achieved by regular fundraising. With that in mind, in 2021 it invested £300,000 of the proceeds of the sale of Woodmancote Hall and agreed that this initial investment will be for between 5 and 10 years.

At the beginning of 2021, the PCC agreed an investment policy which has been prepared with reference to the Charity Commission's recommended guidance, 'Charities, and Investment Matters: A guide for trustees.'

The PCC believes that the best types of investments for its purposes are held by investment companies whose funds cover a wide range of asset classes. Such multi-asset funds generally include Equities, Bonds, Property and Cash. The PCC believes that to realise its objectives using in a multi-asset pooled fund, for example that offered by the CCLA Investment Fund or M&G Multi Asset Fund for charities, in which many Church of England Parishes invest, would meet its investment requirements. Such funds are usually also low cost, are simple to administer as they delegate the day-to-day investment decisions to the fund manager, and already operate within an established ethical framework. They generally provide long term capital growth as well as income. The PCC operates an ethical investment policy that follows the guidance of the Church of England's Ethical Investment Advisory Group (EIAG) The ethical investment policies recommended by the EIAG are the basis for a distinctly Christian approach to investment and the PCC's investments, are in line with that guidance.

Paine Endowment

For many years, the value of the Paine Endowment, a Stipend Trust, has been included in our balance sheet. Originally, the income from this investment would have been paid to the Parish of St Peter's Church, Henfield. But, since the Endowment and Glebe Measure of 1976, when responsibility for payment of stipends was transferred to the Diocese of Chichester, we now neither receive any dividends nor would we be entitled to any of the capital if it were ever possible to realise it.

Continued inclusion of the value of the Paine Endowment in our accounts might, therefore, be thought misleading. For this reason and following advice from both the Diocese and our accountants (Taylorcocks), the PCC has decided to remove this endowment from our balance sheet as at 31 December 2022.

Future Plans

2022 was a year when the PCC and Church Wardens were able to deliver on many of the projects that the Coronavirus Pandemic had delayed. 2023 will be a year to take stock.

After a year of large capital expenditure the PCC will review our finances and will plan for how we might increase income and reduce expenditure. The PCC will however plan the work identified by our Inspecting Architect in the Quinquennial Inspections from 2021 that will take us up to 2026.

The Churchwardens at Henfield will continue to explore ways to extend the life of Church House, including reroofing and putting in a false ceiling and new lighting so that energy bills are also reduced. At Woodmancote there are plans to install a sound amplification system that will also allow recorded music to be played at weddings and funerals, and at Shermanbury the 'Friends of St Giles' will begin to raise funds to enable a sound amplification system to be installed there, as well as repairs to the footpath, and the PCC will explore new heating options for that church. The PCC will also look at our environmental impact and plan what we need to do to enable each of the churches being awarded a bronze Eco Church award.

The Worship and Mission Committee will continue to review our worship and consider what resources we need to enable all our services to offer the best worship possible to God. Working with St Peter's School the Clergy will explore how we might encourage families and children to join our worship more often, and as the Diocese of Chichester has

agreed that 2023 is the Year of the Old Testament they will also explore how we might engage with the Old Testament in Worship and in Bible Study.

In 2023 the Revd Heather Wilkin, our Assistant Curate will complete her training. The Parish will not receive another Assistant Curate until 2024 at the earliest and so the Incumbent and the PCC will work together to review what we do and how we do it so that our human resources are not over stretched. The PCC will seek to encourage and support church members who volunteer for important roles such as churchwarden or treasurer and put in place a policy for succession planning. The signs are that 2023 will see a return to pre-covid numbers of people worshipping in our churches, and the PCC will work with the incumbent to plan for how the church might encourage more people in the community to take part in worship and our other activities.

Signed on behalf of the PCC by



The Rev'd Paul Doick. Chairman.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Independent examiners report
As at 31 December 2022

Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

I report on the accounts of the Charity for the year ended 31 December 2022.

Responsibilities and basis of report

The members of the PCC 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 accounts carried out under the Church Accounting Regulations and section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or

(2) the 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

TC Group

Mark Cummins FCCA
for and on behalf of
TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 9 May 2023

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Statement of Financial Activities
As at 31 December 2022

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*	*Notes*
	£	£		£	£	£	
Income and endowments from:							
Donations and legacies	120,918	18,431	288	-	**139,637**	*153,944*	
Other trading activities	10,548	-	26,335	-	**36,883**	*31,944*	
Investments	13,367	1,084	-	-	**14,451**	*10,364*	
Total income	**144,833**	**19,515**	**26,623**	**-**	**190,971**	*196,252*	*2*
Expenditure on:							
Raising funds	855	368	-	-	**1,223**	*162*	
Charitable activities	198,428	69,007	38,618	-	**306,053**	*156,170*	
Other trading activities	-	-	27,070	-	**27,070**	*21,030*	
Total expenditure	**199,283**	**69,375**	**65,688**	**-**	**334,346**	*177,362*	*3*
Net gains (or losses) on investments	(27,939)	-	-	(18,636)	**(46,575)**	*48,683*	*7*
Transfers between funds	2,045	(45)	(2,000)	-	-	-	*11*
Net income/(expenditure) and net movement in funds	**(80,344)**	**(49,905)**	**(41,065)**	**(18,636)**	**(189,950)**	*67,573*	
Reconciliation of funds:							
Total funds brought forward	571,890	82,040	146,366	80,568	**880,864**	*813,291*	
Total funds carried forward	**491,546**	**32,135**	**105,301**	**61,932**	690,914	*880,864*	

All activities are continuing.

There are no recognised gains/losses other than those shown on the Statement of Financial Activities.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Balance Sheet

As at 31 December 2022

	Total Funds 2022	*Total Funds 2021*	*Notes*
	£	*£*	
Tangible assets	**83,894**	*83,894*	
Investments	**452,396**	*498,971*	
Total fixed assets	**536,290**	*582,865*	*7*
Debtors	**17,096**	*2,314*	*9*
Cash at bank and in hand	**152,668**	*314,991*	*13*
Total current assets	**169,764**	*317,305*	
Creditors: Amounts falling due within one year	**(15,140)**	*(19,306)*	*10*
Net current assets	**154,624**	*297,999*	
Total assets less current liabilities/net assets	**690,914**	*880,864*	
The funds of the charity:			
Endowment funds	**61,932**	*80,568*	
Restricted funds	**32,135**	*82,040*	
Designated funds	**105,301**	-	
Unrestricted funds	**491,546**	*718,256*	
Total charity funds	**690,914**	*880,864*	*8/11*

This Annual Financial Report, for the year ended 31st December 2022, including the notes following, was approved by the PCC and signed on its behalf by The Revd Paul Dolck, PCC Chairman

.....

Date 15th March 2023

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements
Year Ended 31 December 2022

1 Accounting policies

a Statutory Information

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote is a charity registered in England and Wales. The Charity's registered number and principal address can be found in the Charity's information page.

b Accounting Convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), effective 1st January 2015. The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the Charity's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The functional currency of the charity is pounds sterling and items are rounded to the nearest pound.

c Income and endowments

All income and endowments are accounted for without deduction for any costs of recoverability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is possible, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognised when received.

Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investments

Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold.
Unrealised gains and losses are accounted for on revaluation at 31 December

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments (including investment properties) are stated at fair value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

g Current Liabilities

Creditors and provisions are recognised where the Charity has a present obligation resulting from a present event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h Estimates and judgements

In the application of the charity's accounting policies, the PCC are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. The PCC do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*
	£	£	£	£	£	£
2 Analysis of income and endowments:						
Planned giving (excl. tax refunds)	51,840	-	-	-	**51,840**	*54,181*
Planned giving (no tax refunds)	-	-	-	-	**-**	*702*
Loose cash collections	13,734	-	-	-	**13,734**	*13,461*
Fundraising	7,059	3,899	18	-	**10,976**	*6,047*
Sundry donations and special appeals	6,783	5,352	270	-	**12,405**	*16,805*
Gift Aid recoverable	11,888	-	-	-	**11,888**	*11,998*
Legacies	14,774	5,000	-	-	**19,774**	*31,000*
Grants	14,840	4,180	-	-	**19,020**	*19,750*
Donations and legacies	**£120,918**	**£18,431**	**£288**	**£-**	**£139,637**	*£153,944*
Sales of the parish magazine	250	-	6,564	-	**6,814**	*4,238*
Church Hall Lettings	-	-	8,651	-	**8,651**	*7,773*
Rent	1,500	-	-	-	**1,500**	*1,500*
Magazine advertisement fees	-	-	11,120	-	**11,120**	*13,808*
Fees for weddings & funerals	8,798	-	-	-	**8,798**	*4,625*
Other trading activities	**£10,548**	**£-**	**£26,335**	**£-**	**£36,883**	*£31,944*
Bank & CBF deposit interest	1,205	4	-	-	**1,209**	*266*
Dividends received	12,162	1,080	-	-	**13,242**	*10,138*
Investments	**£13,367**	**£1,084**	**£-**	**£-**	**£14,451**	*£10,364*
Total received on all funds	**£144,833**	**£19,515**	**£26,623**	**£-**	**£190,971**	*£196,252*

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*	*Notes*
	£	£	£	£	£	£	
3 Analysis of expenditure on:							
Other fundraising (non-trading) costs	855	368	-	-	**1,223**	*162*	
Raising funds	**£855**	**£368**	**£-**	**£-**	**£1,223**	*£162*	
Mission giving	719	1,444	-	-	**2,163**	*1,250*	*4*
Ministry:							
diocesan parish contribution	76,967	-	-	-	**76,967**	*74,300*	
benefice office costs	6,065	200	-	-	**6,265**	*8,825*	
Staff	20,720	-	-	-	**20,720**	*16,639*	
Upkeep of services	3,482	600	6,034	-	**10,116**	*2,000*	
Church running expenses	13,914	-	-	-	**13,914**	*12,021*	
Upkeep of churchyard	7,294	-	-	-	**7,294**	*8,542*	
Parsonage houses	6,389	-	-	-	**6,389**	*5,890*	
Mission projects	-	-	-	-	**-**	*-*	
Church utility bills	6,930	-	-	-	**6,930**	*9,375*	
Renovations	52,060	66,763	32,273	-	**151,096**	*9,721*	
Support costs	3,513	-	311	-	**3,824**	*7,607*	*6*
Rent Repayment	375	-	-	-	**375**		
Charitable activities	**£198,428**	**£69,007**	**£38,618**	**£-**	**£306,053**	*£156,170*	
Church hall running costs	-	-	11,613	-	**11,613**	*6,446*	
Parish magazine costs	-	-	15,457	-	**15,457**	*14,584*	
Other trading activities	**£-**	**£-**	**£27,070**	**£-**	**£27,070**	*£21,030*	
Total expended on all funds	**£199,283**	**£69,375**	**£65,688**	**£-**	**£334,346**	*£177,362*	

Support costs include governance costs of £2,220 which solely relate to fees associated with the independent examination of the church accounts (2021: £2,040).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*
	£	£	£	£	*£*
4 Mission giving:					
The Children's Society	-	474	-	**474**	*300*
Royal British Legion Poppy Appeal	-	470	-	**470**	*450*
Turning Tides	-	-	-	**-**	*500*
Family Support Work	719	500	-	**1,219**	*-*
	£719	**£1,444**	**£-**	**£2,163**	*£1,250*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*
	£	£	£	£	*£*
5 Staff costs, staff numbers and key management personnel					
a Remuneration					
Wages and salaries	20,720	-	-	**20,720**	*16,639*
	£20,720	**£-**	**£-**	**£20,720**	*£16,639*

The average number of staff was 4 (2021: 3).

No person received remuneration in excess of £60,000 in 2022 or 2021.

b Payments to PCC members

No PCC members, nor persons closely connected with them, received any form of remuneration in respect of their work as a member of the PCC. No members of the senior management team were paid though the Charity's payroll (2021: none). Expenses of telephone, travelling etc. amounting to £2,524 were reimbursed to four members of the PCC (2021: £2,512 was reimbursed to four members of the PCC). In addition, one member of the PCC also received a salary of £3,440 (2021: none) for acting as Choir Director and another received fees of £3,674 (2021: £3,984) for acting as Parish Magazine Editor. During the year, the PCC employed two organists, a Choir Director and an administrator.

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*
	£	£	£	£	*£*
6 Support/governance					
Accounts production/independent examination	2,220	-	-	**2,220**	*2,040*
Other admin	1,293	311	-	**1,604**	*5,567*
	£3,513	**£311**	**£-**	**£3,824**	*£7,607*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2022
	£	£	£	£
7 Fixed Assets				
a Investments				
Fair value 1 January 2022	418,403	-	80,568	**498,971**
Additions in the year	-	-	-	**-**
Net gains and revaluation	(27,939)	-	(18,636)	**(46,575)**
Fair value 31 December 2022	**£390,464**	**£-**	**£61,932**	**£452,396**

	Freehold land and buildings	Total fixed assets
	£	£
b Tangible fixed assets		
Cost or valuation		
At 1 January 2022	83,894	**83,894**
At 31 December 2022	**£83,894**	**£83,894**
Net book value		
At 31 December 2022	**£83,894**	**£83,894**
At 31 December 2021	**£83,894**	**£83,894**

The freehold land and buildings comprise Church House. For accounting purposes the historical cost of this property was £83,894.

Investments include an investment property with a value of £60,000, valued by Marcus Grimes FNES MARLA of Marcus Grimes Estate Agents on 6 October 2020. Remaining investments represent cash invested to generate returns.

Total losses in the Statement of Financial activities of £46,575 (2021: (gains) £48,683) comprised of the unrealised losses on investments of £37,401 and a nil disposal of £9,174 (2021: (gains) £48,683).

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2022	*Total Funds 2021*	*Notes*
	£	£	£	£	£	*£*	
8 Analysis of net assets by fund 2022							
Fixed assets for church use	83,894	-	-	-	**83,894**	*83,894*	
Investment fixed assets	390,464	-	-	61,932	**452,396**	*498,971*	
Current assets	32,328	32,135	105,301	-	**169,764**	*317,305*	
Current liabilities	(15,140)	-	-	-	**(15,140)**	*(19,306)*	
	£491,546	**£32,135**	**£105,301**	**£61,932**	**£690,914**	*£880,864*	
Analysis of net assets by fund 2021							
Fixed assets for church use	83,894	-	-	-	**83,894**	*83,894*	
Investment fixed assets	418,403	-	-	80,568	**498,971**	*150,288*	
Current assets	88,899	82,040	146,366	-	**317,305**	*592,972*	
Current liabilities	(19,306)	-	-	-	**(19,306)**	*(13,863)*	
	£571,890	**£82,040**	**£146,366**	**£80,568**	**£880,864**	*£813,291*	
9 Debtors							
Income tax recoverable	730	-	-	-	**730**	*938*	
Prepayments and accrued income	16,366	-	-	-	**16,366**	*1,376*	
	£17,096	**£-**	**-**	**£-**	**£17,096**	*£2,314*	
10 Creditors: amounts falling due within one year							
Aged Payables	3,031	-	-	-	**3,031**	*6,115*	
Deferred income	9,514	-	-	-	**9,514**	*11,151*	
Accruals	2,220	-	-	-	**2,220**	*2,040*	
Other Creditors	375	-	-	-	**375**	*-*	
	£15,140	**£-**	**-**	**£-**	**£15,140**	*£19,306*	

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2022

	Balances b/fwd 1 Jan 2022	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2022
	£	£	£	£	£
11 Statement of funds					
Endowed Fund					
Dunlop	9,693	-	-	(1,127)	8,566
Nellen	1,169	-	-	(137)	1,032
Hibberd/King	30,240	-	-	(3,560)	26,680
Paine	10,398	-	-	(10,398)	-
Graves Trust (Woodmancote)	9,750	-	-	(1,150)	8,600
Warner (Woodmancote)	15,108	-	-	(1,771)	13,337
West (Woodmancote)	4,210	-	-	(493)	3,717
	£80,568	**£-**	**£-**	**(£18,636)**	**£61,932**
Restricted Funds					
Churchyard	402	793	-	-	1,195
The Friends of St Peter's Church	15,974	5,240	(12,605)	-	8,609
Dunlop	1,152	256	(200)	-	1,208
Nellen	153	30	-	-	183
Youth and Children	3,649	-	(600)	-	3,049
Woodmancote Fabric	3,556	6,386	-	-	9,942
Friends of St Giles	46,228	4,352	(44,571)	-	6,009
Childrens area	-	-	45	(45)	-
Powell	10,000	1,014	(10,000)	-	1,014
Woodmancote Organ	926	-	-	-	926
The Children's Society	-	474	(474)	-	-
Royal British Legion Poppy Appeal	-	470	(470)	-	-
Family Support Work	-	500	(500)	-	-
	£82,040	**£19,515**	**(£69,375)**	**(45)**	**£32,135**
Designated Funds					
Church House Building	83,894	-	-	-	83,894
Church House	11,253	8,651	(11,613)	-	8,291
Flower fund	783	270	(268)	-	785
Frontal Chest & Porch Doors	15,000	-	(10,285)	-	4,715
Morley/Gardiner (Music)	2,171	-	(2,171)	-	-
The Keys	1,285	-	(1,000)	-	285
Parish Magazine	2,034	17,684	(15,457)	(2,000)	2,261
Screen & Projector	19,301	-	(19,299)	-	2
Lockyer/Blakeney/Vaughan	2,595	-	(2,595)	-	-
Woodmancote Coffee	1,149	18	-	-	1,167
Woodmancote Fabric	6,901	-	(3,000)	-	3,901
	£146,366	**£26,623**	**(£65,688)**	**(£2,000)**	**£105,301**
Unrestricted Funds					
General fund	571,890	144,833	(199,283)	(25,894)	491,546
	£571,890	**£144,833**	**(£199,283)**	**(£25,894)**	**£491,546**
Total funds	**£880,864**	**£190,971**	**(£334,346)**	**(£46,575)**	**£690,914**

11 Statement of funds (continued)

Restricted Funds comprise:-

- Churchyard: Funded by the Hibberd/King endowment to help finance the upkeep of St Peter's Church (Henfield) churchyard.
- The Friends of St Peter's Church: Holds funds provided by The Friends of St Peter's Church, an independent organization. Its purpose is to raise money for the fabric of St Peter's Church, Henfield.
- Dunlop: Receiving income from the endowment of the same name, expenditure is at the discretion of the Vicar of St Peter's Church (Henfield).
- Nellen: This is funded from the Nellen endowment and provides finance in connection with altar frontals.
- Youth and Children's Fund: Set up to provide funding for youth and children's activities.
- Woodmancote Fabric: Holds funds donated/raised specifically for the upkeep of the fabric of St Peter's Church, Woodmancote.
- Friends of St Giles: Overseen by a committee of the PCC which raises funds for the fabric of St Giles Church, Shermanbury.
- Woodmancote Organ: Established to provide money for the organ at St Peter's Church, Woodmancote.
- Children's area: Funds, raised in memory of a member of our congregation who very sadly died in 2021, to be used to enhance the Children's Area of St Peter's Church, Henfield.
- Powell: A legacy specifically for the upkeep of the church and churchyard of St Peter's Church, Henfield.

Designated Funds comprise:-

- Church House Building: This is the historical value of Church House, the church hall at St Peter's Church, Henfield.
- Church House: Receives income from lettings and meets expenditure in connection with the maintenance and upkeep of the building.
- Flower Fund; Used to fund flower arrangements for St Peter's Church, Henfield.
- Morley/Gardiner (Music): Established to help fund musical and related activities.
- The Keys: Funds arise from events, such as concerts, the proceeds of which are often donated to other charities.
- Parish Magazine: Holds income from the magazine and meets its costs.
- Screen and Projector: Holds funds designated for the installation of a screen and projector at St Peter's Church, Henfield.
- Lockyer/Blakeney/Vaughan: Contains legacies that the PCC decided to set aside for possible future projects.
- Frontal Chest & Porch Doors: A generous donation which the PCC has set aside for the purchase of an altar frontals chest and installation of new porch doors, both at St Peter's Church, Henfield.
- Woodmancote coffee: Donations arising from refreshments provided at St Peter's Church, Woodmancote and designated to meet various costs at that church.
- Woodmancote fabric: Funds raised, and set aside by the PCC, to cover costs associated with the fabric of St Peter's Church, Woodmancote.

11 Statement of funds (continued)

Endowed Funds comprise:-

- the Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- the Nellen bequest to be spent on Altar-frontals;
- the Dunlop bequest to be spent at the Vicar's discretion;
- the Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- the Warner fund is endowed with income to be used for upkeep of the churchyard;
- the West funds is endowed with income to be used for upkeep of the churchyard;
- and The Paine Fund is a Stipend Trust with the income being retained by the Diocese. If the capital was ever realised, those funds too would be retained by the Diocese. As explained in more detail in the Financial Review, this investment was removed from our balance sheet as at 31 December 2022.

Transfers between funds relate to reallocations as considered necessary by the PCC.

12 Statement of Financial Activities 2021

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*	*Notes*
	£	£	£	£	*£*	
Income and endowments from:						
Donations and legacies	114,328	39,616	-	**153,944**	*110,515*	
Other trading activities	31,944	-	-	**31,944**	*32,663*	
Investments	9,317	1,047	-	**10,364**	*2,488*	
Total income	**155,589**	**40,663**	**-**	**196,252**	*145,666*	*2*
Expenditure on:						
Raising funds	20	142	-	**162**	*86*	
Charitable activities	151,153	5,017	-	**156,170**	*150,892*	
Other trading activities	21,030	-	-	**21,030**	*26,502*	
Total expenditure	**172,203**	**5,159**	**-**	**177,362**	*177,480*	*3*
Net gains (or losses) on investments	38,622	-	10,061	**48,683**	*610,271*	*7*
Transfers between funds	(2,108)	2,108	-	**-**	-	*11*
Net income/(expenditure) and net movement in funds	**19,900**	**37,612**	**10,061**	**67,573**	*578,457*	
Reconciliation of funds:						
Total funds brought forward	698,356	44,428	70,507	**813,291**	*234,834*	
Total funds carried forward	**718,256**	**82,040**	**80,568**	**880,864**	*813,291*	

13 Analysis of cash and cash equivalents

	Total Funds 2022	*Total Funds 2021*
	£	£
Cash in hand	**35,032**	*127,355*
Notice deposits (less than 3 months)	**117,636**	*187,636*
Total cash and cash equivalents	**£152,668**	*£314,991*

14 Related parties and transactions

There were no related party transactions during 2022 or 2021 other than those outlined in note 5 of these accounts.

Document Activity Report

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMA

England & Wales - Charity number 1130458

Accounts

The Parish of Henfield with Shermanbury and Woodmancote

"Learning, Living and Sharing God's Love"



ANNUAL REPORT and FINANCIAL STATEMENTS for the year ended 31 December 2021

Incumbent: The Rev'd Paul Doick; The Vicarage, Church Lane, Henfield, West Sussex, BN5 9NY

Independent Examiner: TC Group, The Courtyard, Shoreham Road, Steyning, BN44 3TN

Bankers: Barclays Bank PLC, 1 Chapel Road, Worthing West Sussex, BN11 1EX
The CBF Church of England Deposit Fund, 80 Cheapside, London, EC2V 6DZ

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The Parish of Henfield with Shermanbury and Woodmancote

Administrative information

The Parish of Henfield with Shermanbury and Woodmancote (HSW) has three parish churches: the church of Saint Peter, Henfield, the church of Saint Giles, Shermanbury, and the church of Saint Peter's, Woodmancote. The Parish is in the Deanery of Hurst, the Archdeaconry of Horsham and the Church of England Diocese of Chichester. *Correspondence address: The Parish Office, St Peter's Church, Church Lane, Henfield, West Sussex, BN5 9NY*

The Parochial Church Council (PCC) is registered with the Charity Commission (registration number 1130458). PCC members (see below) are all trustees of the charity.

	Name	Position	Term ends
Incumbent	The Rev'd Paul Doick		
Assistant curate (from June 2020)	The Rev'd Heather Wilkin		
Churchwardens	Pat Burdock (H)	*Parish Safeguarding Officer*	2022
	Richard Putnam (S)		2022
	Virginia Ward (S)		2022
	Roger Moulton (W)		2022
	Barry Chaston (W		2022
	Nigel Higson (H)	*Elected APCM 2021*	2022
Deanery Synod	Jan Doick (H)		2023
	Heather McFarlane-Cryer (H)		2023
	Sidonie Stevens (H & W)		2023
	Richard Putnam (S)		2023
Elected PCC members	Louise Clark (H)	*Children and Family Lay Minister until 14/03/2021*	
	Helen Boosey(H)		2022
	Julia Simpson (S)		2022
	Angela Underwood (W)		2022
	Robert Clark (H)		2023
	Nicholas Cryer (H)		2023
	Richard Kendall (H)	*PCC Treasurer*	2023
	Katrina Phipps (H)	*PCC Secretary*	2023
	Sue Ashton (S)		2023
	Nan Langhorne (S)		2023
	Sue Gunn (W)		2023
	Pamela Chaston (W)	*Elected APCM 2021*	2024

Structure, Governance and Management

The Parochial Church Council

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. Membership of the PCC is determined under the Church Representation Rules (2017).

The PCC, together with the minister, steers the life of the church in its mission, witness and service in the parish. The PCC is responsible for the financial affairs of the church, and the care and maintenance of the church fabric.

The Henfield, Shermanbury and Woodmancote PCC comprises: the vicar/rector of the parish, the assistant curate, the churchwardens of the three parish churches, the elected members to the deanery synod (see paragraph below), and up to twelve representatives of the laity, who are elected at the Annual Parochial Church Meeting (APCM) and serve for a period of up to three years.

As of the APCM (19/05/21) each of the three churches has two churchwardens and three or more representatives on the PCC.

The PCC met 6 times over the course of the year. The first 3 meetings (January, March and May) were held online using Zoom (a video and audio app), after which the group met in person.

The PCC expresses its sincere gratitude to Louise Clark for all her work at St Peter's Church and school and acknowledges the significant contribution she made. Louise died in March, she was a bright and active member of the PCC and had served for a number of terms. She was authorised as a Families and Children's Lay Minister (ALM) in 2020 and was responsible for planning and running our Children's church. She instigated both the Church holiday club, and more recently Muddy church; she was also part of the planning team for the monthly All Age worship service. Previously she had helped run the 'Little Fishes' toddler group and had worked as our parish administrator for 12 years. She was a school Governor, having been Chair of Governors during a very challenging period at the school. This she handled with both determination and grace. She had also, in the past, run 'Godly Play' sessions at the school. She will be dearly missed.

The PCC also recognises the contribution of:

Doug Parrott who died in May last year. He was a founder member of the Friends of St Giles. His skills as a carpenter contributed a significant amount of maintenance work in the church over the years. More recently he extended the rectors board at the back of the church to enable new names to be added.

John Sinkins who served on the PCC for many years and contributed to church life in so many ways. He was one of the key members of the project group for the re-ordering of St Peter's Church, Henfield, for which we are very grateful. John died in August.

Peter Hudson who died in September. Among his many contributions to the village, he served as a churchwarden at St Peter Church, Henfield for a six-year period and retained responsibility for the fabric of the church for a number of years thereafter. He also served as a governor at St Peter's school. More recently he had been an engaging MC at the annual church fete.

Freddie Cooke who died in June aged 100. He was head teacher of St Peters Primary School for 20 years (1967 - 1986) and a lay reader at St Peter's Henfield for many years.

They are remembered with love and thanksgiving.

Deanery Synod

Parishes elect lay representatives to the Deanery Synods every three years. The last election was in 2020. The number of parish representatives is determined by the number on the electoral roll. HSW parish is entitled to 5 representatives and currently there is 1 vacancy.'

The deanery synod members provide an important link with neighbouring parishes and the wider structures of the church, enabling the sharing of best practises and knowledge, and leading to growth. Members of the deanery synod play an important role in electing lay and clergy members to both Diocesan and General Synods. Deanery Synod members automatically sit on the PCC.

Our representatives together with the Incumbent, who is also the Rural Dean and therefore Joint chair of the Synod, and Assistant curate, participated in 3 deanery meetings during 2021. The first meeting in February saw the Rural Dean introduce the report, 'How Clergy Thrive' to the synod. Members broke into groups to discuss how Parishes and PCC's could support and encourage the clergy.

In June the synod was due to have a representative of the charity 'Together in Sussex' speak about the impact of the Coronavirus Pandemic on mental health, and how the church can support people who suffer from all types of mental illness. However, the representative was furloughed and so the Synod discussed the recent review on the future mission and ministry of the Deanery and focused on how parishes can support one another and work together collaboratively. The Rural Dean introduced a 'Handbook for Synod' that was designed to assist new Deanery Synod members. Synod also agreed to dedicate a significant proportion of its time to mission and working together.

In the summer of 2021, our Deanery Synod representatives voted for nominees for both Diocesan and General Synods. Rev'd Paul Doick, our Incumbent is a representative on Diocesan Synod, but there are no members of our parish on General Synod currently.

The Coronavirus pandemic had a significant impact on the planning and finances of the Diocese of Chichester. The Bishops and Diocesan Secretary instigated a review of Deanery plans and so the Churchwardens, Treasurer and Incumbent met with officers of the Deanery to discuss finance and mission post Covid-19 in the autumn. At that meeting the Parish Representatives confirmed to the Deanery Officers that it was the policy of the PCC to maintain the parish share payments to the Diocese at 100%.

The final meeting of the year in November concluded with an interesting talk from Anna Glenton who is a prison chaplain and advocate for the 'Welcome Directory'. The Directory lets those leaving prison know which churches will welcome and support them. The presentation was well received, and parishes considered whether to join the scheme.

Management and Committees
Day-to-day management and operation of the parish is carried out by the Incumbent with the Churchwardens, the Parish Administrator (Nicki Jones) and, as far as the PCC is concerned, the PCC Secretary. Additionally, there are several committees in place to deal with specific aspects of parish life, these report to the PCC.

The following committees met in 2021. Most of these meetings were held online:

Standing Committee. This is the only committee which the PCC is legally obliged to establish. The core membership comprises the Incumbent (Chairman), the assistant curate, the Churchwardens, Treasurer and PCC Secretary. This committee has the authority to transact urgent business between PCC meetings, to progress matters which do not call for a full PCC discussion, and to plan the business of the PCC. The Standing Committee met 6 times during 2021, The first four meetings were held online after which the group met in person.

Worship and Mission Committee. This is a relatively new group established by the PCC (November 2019) to explore the priority areas, stated in our Mission Action Plan, of: Worship, Prayer and Discipleship & Outreach, and to identify and propose specific actions to move us forward. The group met three times during 2021 and has made a number of recommendations to the PCC.

Pastoral Care Group. The focus of this group is to oversee the provision of pastoral care both within and beyond the church family. Specifically, the group looks after home communion, bereavement care and is active in maintaining a link with baptism and wedding families. The group is chaired by the assistant curate. The group did not meet during 2021 although work continued, as much as it could, within the Covid pandemic guidelines.

Parish Magazine. This committee meets annually to discuss the content, price and advertisements contained in the parish magazine as well as issues surrounding printing and distribution. The monthly organization of the magazine is the responsibility of Helen Boosey the Editor.

The Friends of St Giles' Church, Shermanbury. The role of this committee, chaired by Richard Putnam is to raise funds through events and other activities, for the fabric of St Giles' Church, Shermanbury. The income raised is placed in a restricted fund.

Church House Group - dissolved 2021. The maintenance and operation of Church House (the hall opposite St Peter's Church, Henfield) is now managed by the churchwardens in conjunction with the incumbent and with the help of the Parish Administrator. The hall is used for children's church and is available for groups and individuals to hire. It continues to be the home to the Warren Play Group and is a valuable source of income.

Trusts and other organisations connected with the parish
There are two to note:

St Peter's Church of England Primary School Trust. This charity is custodian of both the land and buildings of St Peter's Church of England Primary School (Fabians Way, Henfield, West Sussex, BN5 9PU), and the proceeds from the sale of the former School buildings and land on Henfield Common. These are held in cash and investments, the income of which is largely used to make payments to the school governors in the discharge of their duties. The Vicar and Churchwardens are ex officio trustees with two others.

The Friends of St Peter's Church, Henfield. This is an independent organisation. Its purpose is to raise funds for the fabric of St Peter's church, Henfield. The income raised from various events is held in a restricted fund.

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding

Members of the PCC recognise the duty of care that they have towards all who are ministered to within the Parish and wider community; the protection of children, young people, and vulnerable adults is taken very seriously.

Our Safeguarding Officer is Pat Burdock. She manages the parish policy, which is reviewed annually, and ensures that safeguarding is an integral part of all our work and plans. She also ensures that our policy and practices remain in line with the directives and guidelines of the Diocese of Chichester and the Church of England nationally.

Our Safeguarding policy is available on the church website henfield.org. The PCC review the policy annually. It was reviewed in May 2021.

During the year we have:

- ***Ensured compliance to our Level1 SQP (Simple Quality Protects) safeguarding practices and maintained the 'evidence' folders of documents.*** These practices ensure that our basic day-to-day activities in church are safe and that we operate as safely as possible in our interaction with both children and adults. They cover policies put in place by the PCC, how these support good safeguarding and also how compliance is monitored. Safe recruitment is another area covered i.e. how we make sure that the people who work or volunteer in our churches with children and adults are suitable people to do so.

- ***Ensured all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date.*** All those required to undertake, or renew, their C2 Leadership training have done so. All PCC members continue to be requested to complete the C0 (Basic Awareness) training module. The Diocese is to clarify the safeguarding training required by retired clergy with Permission to Officiate, previously they were all required to do the full set of courses, this will now depend on how significant their role is.

- ***Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date.*** All new members of the PCC are requested to undergo a DBS check for the role of PCC Trustee. For those involved in some other activities, such as children's church. DBS forms are completed as and when individuals take on new roles.

- ***Identified risks to which all might be exposed***. These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out/updated as necessary.

- ***Ensured Safeguarding is integral to our work.*** Safeguarding has continued to be an agenda item for all PCC meetings, and for other meetings as appropriate i.e. Standing Committee and Pastoral Care Group.

Health and Safety
Health and Safety has been at the forefront this year due to the ongoing Corona virus pandemic.

In January, following the Christmas restrictions, the PCC passed a resolution to suspend public worship in our churches. A new variant of the virus was spreading rapidly and there had been a spike in both cases locally and hospital admissions. In the interest of safety it no longer seemed justifiable or appropriate to continue to meet in person. All services were live-streamed from Henfield until the churches re-opened on 14th March (Mothering Sunday).

A range of safety measures including a restriction on the number permitted in our churches were in place for most of the year, not just for Sunday worship but also for attendance at weddings, christenings and funerals.

The work and measures required to ensure the safety of our congregations and visitors to the church continued throughout the year. The risk assessments were regularly reviewed and changes made as necessary. The guidelines were monitored to ensure that any new directives were assessed and implemented as appropriate.

Much of this work was carried out by the incumbent, the Churchwardens with the support of the PCC and other church members. The PCC would like to sincerely thank all those involved, in particular all those who helped with the cleaning of St Peter's, Henfield and other related tasks at all three churches, that have been necessary to enable the churches to open.

Data Protection (GDPR)
As a parish we continue to refine how we collect, hold, process and use personal data. The PCC has in place a Data Privacy notice. This is reviewed annually. The policy was enhanced this year and now covers what constitutes a data breach and what needs to be done if a breach occurs.

Many members of our congregations have signed a Data Consent form giving us permission to contact them in the course of our business. This greatly facilitated communication during 2021, enabling the new weekly newsletter to be sent via email to a wide number of individuals.

If you would like to complete a Data Consent form so that we can say in touch, please contact the parish office. *Email admin@henfield.org*.

Our Data Privacy policy is available on the church website henfield.org

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Aim and Purposes

The PCC shares with the Rev'd Paul Doick the responsibility for delivering the mission of the church - pastoral, evangelistic, social and ecumenical. The PCC also shares the responsibility for the maintenance of the church buildings (which are all Grade 2* listed) and the surrounding churchyards, together with Henfield Church House. There is also a small commercial corrugated iron building in Blackstone owned by the PCC which is rented out.

As trustees, we (the PCC members) must follow the Charity Commission's guidance on public benefit and the more specific guidance to churches on the advancement of religion. It is our duty to ensure that the work being carried out is for the benefit of the public. In particular, we try to enable people to live out their faith as part of our parish community through: -

- Worship, prayer and discipleship
- Provision of pastoral care for people in the parish
- Missionary and outreach work.

Objectives and Activities

Much of the focus this year has been on coming out of lockdown and on what we need to be doing, and need to put in place, to ensure that as a parish with three parish churches we continue to "learn, live and share God's love". It is not simply a case of going back to do what we have done before, more a question of what do we want to retain and prioritise in our church life, and how best to serve the community.

Whilst lockdown has taught us to use and embrace technology - we now regularly live-stream worship and will continue to do so as a means of connecting with the wider community including those who are house bound - a priority is to bring people back together to worship in our churches and to start re-connecting in person not only in church, but in St Peter's school and in the community.

Making sure our church buildings are fit for purpose, ensuring that they are all well-lit, warm and watertight, and have basic facilities like a toilet and running water is a wonderful start to encouraging people back. Throughout the year the PCC has worked on a number of projects to enable this. The building of a small accessible toilet at St Giles' Shermanbury is one such project, another is the project to install low lighting along the footpath as well as improved lighting in the car park, together with new notice boards at the lych-gate, car park and by the church door at St Peter's, Woodmancote. All these projects are moving forward all be it somewhat slower than was hoped. Moving forward we will be looking at the possibility of installing Wi-Fi at Woodmancote and Shermanbury.

The PCC has agreed a number of specific actions recommended by the Worship and Mission committee in support of our goal of becoming a more family friendly church, and is in the process of implementing and communicating these. The PCC recognises that for some church is a strange and alien environment and often it doesn't fit with their life patterns and is working to address these challenges.

The PCC has also agreed a course of action to encourage both the prayer life of the parish and discipleship, and to widen our church profile. Some of these, including several outreach projects, are in progress.

We will continue to embrace technology. The PCC have approved the proposal to install at St Peter's Henfield, a permanent camera that will enable us to live-stream services, and a projector and a screen (which will be hidden behind the chancel arch when not in use). This will help us considerably when St Peter's School come into Church to worship, and will also be useful for some Sunday services and as well as any new initiatives or events in the future.

Throughout 2021 we have been guided by the Diocesan vision and associated actions that invite us to become more converted to Jesus Christ, and to be more open, more generous and more engaged. We are committed to supporting this vision which informs much of our work in this parish.

The PCC is committed to paying the full Parish Share. This is the amount of money that the PCC pledges to the Diocese as its contribution towards the mission and ministry across the Diocese. After much consideration, the PCC took a decision to invest a proportion of the funds received from the sale of Woodmancote Hall to provide a regular income to help ensure financial viability.

Achievements and performance

Electoral roll numbers
The number on the roll as at 19th May 2021 (APCM) was 220.

The total for the previous year was 222 (APCM 06/10/2020) . Since then 3 parishioners have sadly died, 4 have moved away and one person has asked to be removed from the roll. However, despite the challenges of our churches being closed for some of the year, 6 new names have been added.

Church Attendance
All our churches were closed for the first part of the year. The average attendance figure are based on the month of October 2021 when all three church were open. Although some figures for 2020 have been included, a like-for-like comparison is somewhat misleading given the exceptional circumstances of both years.



The average Sunday attendance at St Peters Henfield was 62 adults and 4 children (62 and 6 respectively in 2020). This number increases at major festivals. Easter Day attendance was 100. At Christmas 151 people (68 in 2020) attended the Carol Service on Sunday19th and a total of 297 people (121 in 2020) attended services on Christmas eve and Christmas day. We were able to hold the 4pm Crib Service this year whereas it had not been possible in 2020.

The average attendance at St Giles Shermanbury was 14 (17 in 2020). Easter Day attendance was 15. At Christmas a total of 33 people (25 in 2020) attended the Carol service on Sunday12th December and 13 attended the Holy Communion service on Christmas Day.

The average attendance at St Peters Woodmancote was 15 (16 in 2020). Easter Day fell on a week where there was no service at Woodmancote. At Christmas a total of 37 people (21 in 2020) attended the Carol service on Sunday19th December and 30 (24 in 2020) attended the service on Christmas Eve.

In total the average for Sunday across all three churches was 91 adults and 4 children (95 and 6 respectively in 2020). The average, including weekday worship, was 117 adults.

These figures above do not include those that participate online. On average 70 people a week participated in the Sunday services at Henfield which are both live streamed. On average 100 people watched the online Evening Prayer service from the vicarage on Wednesday evening and/or Morning Prayer and prayer walk on Thursday.

As well as our regular services we hold a number of services relating to life events. During 2021, the following took place across the three churches: 13 Baptisms (6 in 2020), 3 marriages (3 in 2020) and 24 church funeral services (22 in 2020), with a further 15 held at crematoriums or cemeteries (32 in 2020). There were 4 memorial service and 8 burial of ashes.

The clergy also undertook an additional 4 weddings, 3 funerals and 3 burial of ashes for parishes in the deanery with a vacancy.

The clergy continue to receive many messages of thanks for the support that has been provided following these 'life event' services.

Review of the year

Worship, Prayer and Discipleship



Prayer and worship are at the very heart of Church life.

In June our Assistant Curate Heather was ordained as a priest at St. Peter's Church in Henfield. For the first half of the year as a deacon she was able to preach and to officiate at funerals, and take services that didn't involve Holy Communion. Ordination as a priest means that she can now also preside at Holy Communion, she can pray God's blessing and assure people of God's forgiveness. She can conduct baptisms and weddings.

The PCC congratulates Rev'd Heather and offers its thanks for all her work here with us.

Services and Service Pattern

As with last year there have been disruptions and changes to the service pattern due to the pandemic. In January it was necessary to again suspend public worship at all three of our churches. This suspension ran from Sunday January 10th until Sunday 14th March, Mothering Sunday, when public services began again at St Peter's, Henfield. A large proportion of our services have, by necessity, been held in St Peters Henfield where it is easier to maintain safety. The size of the

church enables more people to attend whilst maintaining social distancing and there is a larger team of volunteers for cleaning and other risk management measures.

The service pattern has carefully and prayerfully been reviewed this year to ensure that the range of services and service times support and facilitate our mission to help people encounter God in a variety of ways, and that the service pattern is sustainable for the clergy.

In November, the PCC gave its support to a number of changes and two new services.

The main changes agreed are as follows. From January 2nd 2022 the 8.30am service, which prior to lockdown had alternated between Henfield and Woodmancote, will remain in Henfield each week. The 10am service at Henfield will move to 9.45am. This will allow sufficient time for the clergy to travel to either Shermanbury or Woodmancote for the 11.15am service which will alternate between Shermanbury and Woodmancote permanently, as it has done since 2019.

The new services are: Songs of Praise, this will be at Woodmancote on the first Sunday of each month at 4.00pm and will include hymns chosen by members of our three congregations; and Family Worship, this will be at Henfield on the third Sunday of each month at 4.00pm , and will be an informal service focusing on families with children who may not be able to come to church in the morning. Both services will be launched in 2022.

The service pattern moving forward is:

Sunday services

8.30 am at St Peter's Henfield *(live-streamed)*
A quiet said service of Holy Communion using the poetic and beautiful words of the 1662 Book of Common Prayer (BCP).

9.45 am at St Peter's Henfield *(live-streamed)*

Ist, and 5th Sunday.	Family communion. A more informal service of Holy Communion with hymns, prayers, readings and a short talk.
2nd, 3rd & 4th Sunday.	Parish Communion & children's church. A modern service of Holy Communion with hymns, prayers, readings, and a sermon/talk.

11.15 am at St Giles' Shermanbury (1st and 3rd Sunday) & at St Peter's Woodmancote (2nd and 4th Sunday)

1st Sunday. Morning Prayer (BCP) (S)
2nd Sunday. Holy Communion (CW) (W)
3rd Sunday. Holy Communion (BCP) (S)
4th Sunday. Morning Prayer (BCP) (W)

Being planned for introduction in 2022

4.00 pm at St Peter's Woodmancote (1st Sunday) & at St Peter's Henfield (3rd Sunday)

1st Sunday. Songs of Praise (W)
3rd Sunday. Family Worship (H)

Mid week services

Holy Communion at St Peter's Henfield, Wednesday 10.30 am (live-streamed)
Holy Communion in the chapel at Terry's Cross, Thursdays 10.00 am

Morning Prayer at St Peter's Henfield, Monday to Fridays 8.00 am and Saturday 8.30 am
Morning prayer and prayer walk Thursdays 9.00 am (live-streamed only)

Evening Prayer from the vicarage Wednesday 5.30pm (live- streamed only)

Other services

Many extra services are held that follow the seasons and festivals of the Christian calendar.

It was good to be able to hold the Holy Week services in person this year particularly since the Ash Wednesday service had been live-streamed only. However, it was not considered feasible to hold the walk of witness following the morning service on Good Friday.

Harvest Sunday was celebrated and Remembrance Sunday marked with public worship in the church. The annual service All Souls Sunday to remember and pray for the dead was held in November. Earlier in the year (16th April) there had been a special Service of Commemoration for the life of HRH Price Philip, The Duke of Edinburgh.

Children's Church

This year is marked by the sudden and untimely death of Louise, our Families and Children's Lay Minister.



Louise organised Children's church and was the driving force behind the outdoor 'Muddy Church' of 2020. In January, when public worship was suspended, she arranged for Muddy church lockdown packs to be sent out. All that needed to be added was a few sticks and a bit of glue to make lovely wooden stars.

Much thought and prayer has been given to how to move forward. The Worship and Mission Committee, with the help of Irene Smale (Children and Families work advisor for the Diocese), had already been looking at a number of new ideas for encouraging families into worship and new ways to connect.

'Tell us a story', live on Facebook on Sunday afternoons during Lent, was one such initiative for connecting with families with young children and consisted of worship through children's stories and activities.

A new team was formed to plan and run Children's church which started up again in September and now takes place on two Sundays a month (2nd and 4th) in Church House, with the children coming in to church before communion. At the moment the number of children is low, but it is hoped that this will grow again over time. The PCC is grateful for those who have taken on this work.

The new Family Worship service at 4pm on the third Sunday (Henfield) will replace the All Age Worship service which for many years has been at 10.00am on the first Sunday of the month. It is hoped that 4pm will be a more convenient time for families to attend. The morning service on the first Sunday will now be a Family Communion service. The PCC would like to thank the All Age Worship planning team for their valuable contribution throughout 2021 and previous years.

Music

Music is an essential part of worship. Restrictions on singing were gradually reduced throughout the year but not totally removed. It was a real joy to sing together as a congregation for the first time in ages, albeit outside in the church yard, on Easter Sunday.

Pentecost Sunday was the 25th anniversary of Anthony Abbot playing at St Peters, Henfield and this was marked at the evensong service on the 30th May. Anthony retired on the 28th November. The PCC record their sincere thanks to Anthony for his years of service and commitment and wish him a good retirement.

In November, the incumbent appointed Tim Carpenter as organist and Sidonie Stevens as choir director, both are very talented in their areas of expertise. The PCC unanimously supported the appointments. It is hoped that both an adult and a school choir can be established to sing at services throughout the year.

The PCC would like to thank the clergy for their regular solo singing and others who have sung at services, in particular Sidonie Stevens and Rosemary McIntosh. The PCC would also like to thank John Holmstrom for volunteering to play the organ and piano at some of the church services at St Peter's, Henfield.

The bell ringers were able to start ringing again in June with some restrictions in place. It is lovely to hear the bells being rung on a Sunday.

Spiritual Growth

The Vicar and the PCC aim to encourage those who worship at the three parish churches in their discipleship and spiritual growth.

In Lent a group met online to follow the Diocesan course 'Cracked Wide Open'. This explored what it means for us to grow in Christ as one household of faith.

In September a group met in person to take part in a five week course 'Living in Love and Faith', which explored Christian teaching and learning about identity, sexuality, relationships and marriage. This was a national initiative with CofE churches across the country using the same resources to learn and pray together as part of discerning a way forward for the church as a whole.

Much encouragement for our prayer life with resources to help us nurture our faith has come through the new weekly newsletter. This remains a valuable means of communicating and sharing information and resources. It includes the vicars 'thought for the week' which is also posted online.

With lockdown and the various restrictions that have been in place , we have missed being able to meet in each other's homes. In September the 'home group' led by Rev'd Christina began meeting again. The group meets fortnightly on a Monday afternoon for Bible study and prayer followed by tea/coffee and chat. During advent there was a general invite for people to join the group for their advent study course.

Pamela Chaston successfully completed the Pastoral Care module, Part 2 of the ALM programme. She is now authorised as a Lay Minister and will assist with the provision of pastoral care to the Woodmancote congregation. The ALM program is run by the diocese and is for lay people who wish to share in the public ministry of their church. All candidates start by completing the Living Faith Course before selecting a specific lay ministry module. All parishioners over the age of 18 can be considered for ALM.

During the year we had no candidates for confirmation however one child was prepared to receive holy communion before confirmation and was welcomed at a service at the start of 2022.

Parish Giving

The PCC is incredibly grateful for all the financial help which our parish receives from the many churchgoers in Henfield, Shermanbury, Woodmancote and the surrounding area. All giving is important and greatly appreciated. We rely on the generosity of our parishioners and others to maintain our church life and ministry and to care for our church buildings and churchyards.

Regular giving through the Parish Giving Scheme is promoted as this reduces the work required by our church. The weekly newsletter contains information about giving via this scheme, as well as a link to follow for one off donations. It is also possible to make a donation from the church website: henfield.org

St Peter's Church, Henfield is now registered with 'easyfundraising', which means you can raise money for us when you shop online. Over 4,000 shops and sites will donate to us when you use easy fundraising to shop with them. Its free and the money donated makes a difference to us. The PCC thanks everyone who has signed up and is helping in this way.

The PCC continues to look at ways of both simplifying and encouraging giving. The installation of a contactless donation unit at Henfield is currently being considered.

Provision of pastoral care for people in the parish

Providing pastoral support is key to a caring church. The incumbent and the PCC are committed to the provision of sensitive and compassionate care to ensure the well being of all people within the Parish.

The clergy, together with members of the Pastoral Care Group are normally involved in various aspects of ministry to the local Care Homes and Nursing Homes, including taking services of Holy Communion. As with last year much of this work was disrupted by the pandemic.

On Mothering Sunday, in appreciation for all those who care for us, the church delivered pots of colourful primroses for all the carers at our local care homes. And at Easter a number of people knitted crosses to be given to residents of the care homes. This was a lovely initiative suggested by annachaplaincy.org.uk, a ministry that offers spiritual care in later life, and picked up by a member of our congregation as something we could do locally to show we care. The crosses were distributed with a prayer card and were well received



The care of the bereaved is a particularly important aspect of our pastoral ministry. The Bereavement Support Group started up again in October. The group meets once a month at the Haven, Henfield and is open to anyone who is grieving and might benefit from contact with others who have been bereaved. The group is facilitated by a team of five church members.

A large amount of the pastoral care continues to be done differently due to restrictions. It has not always been possible to visit people in their homes so support has been given over the phone by the clergy and by members of our three churches. Our care can be seen in the encouragement, and practical support shown to friends, neighbours and our community, and in our work a volunteers.

Pamela Chaston's work as an ALM supporting pastoral care will begin in January 2022. She will be mainly supporting the Woodmancote congregation.

Mission and Outreach

Community outreach is an essential part of our mission which we carry out both collectively but also individually through our everyday encounters and actions. Working together with St Peter's church school is an important aspect of this work, as is supporting and joining in with local community groups and initiatives.

St Peters Voluntary Aided Church of England Primary School

The school is a key part of our mission and a focus for our work in the community. Members of the PCC have a responsibility to support the school and ensure it maintains its Christian values.
It is responsible for the nomination and approval of the 7 Foundation Governors who represent the church and who work to ensure the school develops with this Christian ethos in mind. Rev'd Paul is an ex-officio member of the Governing body and is currently Chair of the Board of Governors.

For much of the year we were looking for Foundation Governors to fill three vacancies. Two vacancies remain unfilled. We are looking for Governors of any age or background and would

especially welcome applicants with legal, human resources, communications and managing buildings experience. But whoever applies we simply want people committed to our Christian ethos and to the education of our children. This is such an important part of our service to the community, if you want to contribute to the success of our Church Primary School, then do speak to Rev'd Paul.

For the first part of the year restrictions at the school meant that clergy led school assemblies had to be pre-recorded. This limited any real interaction. It was not until September that the clergy were allowed back in for assemblies.

It was lovely to have the school attend church for the Harvest services in October and the Christingle services in November.



The Art in Advent display by the children of St Peter's School was also able to go ahead. This year there was a stunning display of work made entirely from clay, on the theme of angels. The children from all age groups enjoyed visiting the church and seeing their work on display.

The PCC continues to explore new ways of supporting and connecting with the school and school families. In response, the school are keen to be involved and do more with us, as and when restrictions are completely lifted.

Little Fishes

The 'Little Fishes' group for babies, pre-school children and their parents/carers were unable to meet for the first half of the year due to the pandemic but continued on line with a weekly session run by Rev'd Heather, with the help of James Whittle, Pat Burdock and Shirley Abbott.

The group began to meet again in person in June. It meets on a Friday between 9.30 and 11.00. The sessions, which are free of charge, include stories, singing, activities and refreshments. It is really pleasing that since June the numbers have steadily grown. By the end of 2021 there was on average 20 adults and 20 children attending.

Parish Magazine

The monthly Parish Magazine continues to be distributed widely throughout the parish and is an essential part of our ministry and outreach. It is an expression of the life of our three churches and a reflection of our beliefs; to some in the village it may be the only Christian contact they have.

Each month around 766 magazines are distributed by a team of 47 volunteers. In addition 70 copies are sold each month through local shops. As a promotion, 500 extra copies of the December 2021 magazine were printed and distributed to businesses and shops in the High Street. These were free.

The magazine continues to communicate both Church and Community calendars, news and events, including activities for children and families. The magazine helps to bring the church and community together not only by ensuring that local news and important information is shared but also through the giving of encouragement, hope and our prayers.

The magazine is a valuable income stream for our three churches. This year we have been looking for a volunteer to take on the task of talking to local businesses and growing the income that we receive for advertising. If you or someone you know would be interested in this role then do speak to Rev'd Paul.

The PCC remains very grateful to Helen Boosey our editor, our new assistant editor Amanda Thibaut and to all those involved in the production and distribution of the magazine.

Community Initiatives

We continue to support and get involved with local initiatives, including:
The Henfield Food bank - we have a donation bin in the church porch as part of our ongoing support.
Sustainable Henfield - the Church is looking at ways to become carbon neutral by 2030.
The Haven - A regular team of church members continue to help with the monthly Community Sunday Lunch, and provided some help with the special Christmas lunches in December.
Henfield Youth Club - Revd Christina, our retired priest, is a trustee of the club.

Events and Activities

Normally our three churches hold various events and activities throughout the year which bring us together with the wider community. Whilst a few events did take place, restrictions and a large degree of uncertainty resulted in less events than normal.

In August the community came together to 'Walk for Louise', both in recognition of her contribution and as a way of celebrating her life. The start point for the walk was each of our three parish churches and the destination The Sussex Prairie gardens. The PCC thanks the Henfield Parish Council and Community Partnership who largely organised this event, Paul and Pauline at the Prairie gardens, and all those who participated and for the generous donations. The PCC agreed that the money raised, over £2,500, should be used to purchase a table and chair set for the Children's area in St Peters church (see cover photo).

At St. Peter's Woodmancote 'God and Nature' - Churchyard Trail and Open Church, organized by Rev'd Heather, took place the third weekend in May. On August Bank Holiday Monday members of the congregation held a summer coffee morning raising money for the church fabric fund, and in September the church was open as part of the Ride and Stride for churches event. All three events saw a number of new visitors to the church.

At Shermanbury, the 'Brahms in the Boneyard' concert scheduled for July was postponed and will hopefully take place in 2022. The Ninebarrow concert at Henfield, scheduled to take place in November, also had to be postponed until January.

On Sunday 5th December more than 100 people came together for an evening of secular and sacred music and storytelling, exploring and celebrating the journey of faith as saints and sinners on

the road to heaven. The evening was organised by John Holmstrom (keyboard) and Dominic Dring (saxophones, flutes and vocals) who together with special guests, performed and spoke about their journey. It was an up lifting and enjoyable evening led by two very talented musicians. The evening raised just short of £800 in donations for the maintenance of our church buildings.



To mark the season of advent a daily picture of Mary and Joseph travelling around the parish and through the village - on their way to the stable - was posted on Facebook.

Families with young children could take a look each day and see where they had been and read something about the Christmas story. The posting included a short bible verse. The numbers of views received each day was a good indication that the activity was engaging people.

Charity Giving

Normally a proportion of the money raised at events held throughout the year is given to our charities, because we have been unable to hold such key fundraisers as the church fete our charity giving has been impacted. The PCC has begun to think about our 'Charity Giving' policy going forward.

Donations have been made to the following charities:

All the October Harvest thanksgiving goods donated in our churches and at St Peter's school were given two local charity FSW (Family Support Work) and Horsham Matters to help those in need. The charity is looking to appoint a part time worker to look after families in Burgess Hill, Hurstpierpoint and Henfield.

Keeping with the tradition of many years the Remembrance Day Collection was paid to the Royal British Legion. This year the donation amounted to £450.

A one-off donation of £500 (taken from the December collection money) was made to Turning Tides another local charity. The charity is now working across the Horsham area as well as Worthing to combat homelessness.

As in previous years, the money raised at the two Christingle service held for the school in December was for The Children's Society. The sum from 2020 amounting to £300 was sent to the Children's society in 2021. This year £474 was collected and will be sent in 2022.

Financial Review

2021 was another challenging year for the parish, not least because of the continuing restrictions that affected the whole country, due to the Covid-19 pandemic. Fundraising efforts to support the general fund remained below pre-pandemic levels. However, despite that, grants, legacies, and investment income increased over 2020 figures. General expenditure remained broadly the same. During 2021 the PCC agreed an investment policy and invested £300,000 from the proceeds of the sale of Woodmancote Hall with M&G investments and CCLA's CBF Church of England Investment Fund. This resulted in a return of around 3.3%. These investments and their income are part of the general fund of the PCC. The net gains on all unrestricted investments totalled £38,622.

- **Income**

  During 2021 the total receipts from donations and legacies, and other income on general unrestricted funds received were £155,589 (2020: £141,248) and are detailed in the Financial Statements. Our main income is regular planned giving from members of the church congregations, which amounted to £54,883 (2020: £53,905). This was a slight increase of just under 2% on 2020. The PCC was again incredibly grateful to all who contributed financially to the parish through planned giving and collections. The Parish Giving Scheme, whereby church members can give to the church regularly by direct debit continues to work well. Using this method, we receive the donation plus gift aid within ten days of the donation being collected from the members' accounts. This is a very efficient way for both the giver and the church. The PCC will continue to promote its use into 2022 as part of a wider strategy to maximise our income.

  The total amount of Restricted and Endowment fund income received during 2021 was £40,663 (2020: £4,418) and were largely received from legacies, grants, and donations for specific purposes.

  Within the unrestricted income receipts of £155,589 (2020: £145,666) the parish benefits substantially from other income (known as 'other trading activities in the financial statements) of £31,944 (2020: £32,663). This includes the fees for Weddings and funerals (£4,625) sales of the parish magazine and advertisement fees (£18,046) and rent received from property and from the lettings of Church House in Henfield (£9,273) (2020: £4,491, £20,449 and £7,723 respectively).

- **Expenditure**

  Total payments from unrestricted funds were £172,203 (2020: £171,575) and are also detailed in the Financial Statements. Considering gains on investments and transfers between funds the net movement on unrestricted funds resulted in a surplus of £19,900 (2020: £575,995).

  The largest expenditure of the PCC was the Parish Contribution to the Diocese to cover ministry costs. This amounted to £74,300 (2020: £74,035). This amount covers the cost to the parish of the housing, stipend, national insurance and pension costs of the clergy and includes a contribution towards Diocesan and national church costs. It remains PCC policy to strive towards paying 100% of the costs allocated to the parish.

  Church running expenses, renovations, and upkeep of the two churchyards in Henfield and Woodmancote are the next largest items of expenditure totaling £30,284 (2020: £28,825). This cost includes caring for the fabric of the 3 grade 2* listed buildings.

The closing balances in the unrestricted, restricted and endowment funds as of 31 December 2021 were £718,256, £82,040, and £80,568 respectively (2020: £698,356, £44,428 and £70,507). Total funds stood at £880,864 (2020: £813,291).

- **Reserves policy and Investment Policy**

The PCC reviewed its reserves policy in 2020 and agreed to maintain an unrestricted cash balance on the general fund that is equivalent to 3 months of unrestricted expenditure, currently £40,000. During 2021 this was maintained.

The PCC has the care of three grade 11* listed churches and understands that the upkeep or improvement of these buildings take considerable monetary investment that cannot always be achieved by regular fundraising. With that in mind it agreed to invest some of the proceeds of the sale of Woodmancote Hall and agreed that that the initial investment will be for between 5 and 10 years.

At the beginning of 2021 the PCC agreed an investment policy which has been prepared with reference to the Charity Commission's recommended guidance, 'Charities, and Investment Matters: A guide for trustees.'

The PCC believes that the best types of investments for its purposes are held by investment companies whose funds cover a wide range of asset classes. Such multi-asset funds generally include Equities, Bonds, Property and Cash. The PCC believes that to realise its objectives investing in a multi-asset pooled fund, for example that offered by the CCLA Investment Fund or M&G Multi Asset Fund for charities, in which many Church of England Parishes invest, would meet its investment requirements. Such funds are usually also low cost, are simple to administer, as they delegate the day to day investment decisions to the fund manager, and already operate within an established ethical framework. They generally provide long term capital growth as well as income. The PCC operates an ethical investment policy that follows the guidance of the Church of England's Ethical Investment Advisory Group (EIAG) The ethical investment policies recommended by the EIAG are the basis for a distinctly Christian approach to investment and the PCC's investments, are in line with that guidance.

Future Plans

2021 continued to be a challenging year for the churches that make up the ecclesiastical parish of Henfield with Shermanbury and Woodmancote. The continued uncertainty over the Coronavirus Pandemic meant that some of the plans for 2021 have been postponed to 2022.

The Quinquennial inspections (QI's) of 2021 on all three churches recommended work on each building. Thankfully no major repair projects were recommended, and the buildings remain in good condition. Throughout 2022 the Churchwardens and the standing committee will plan the meet the recommendations of the QI reports.

The PCC will also ensure that projects which have been planned, and that should have been completed in 2021 will finally be undertaken. These include the accessible toilet at Shermanbury, the improved

lighting and signage at Woodmancote and the screen, projector and permanent camera for live-streamed worship at Henfield. The redecoration of the rainwater goods and external window saddle bars, together with the repointing of the wall at St. Peter's Henfield will also be completed. There are also plans to redecorate and re-floor Church House in Henfield as part of a wider plan to refurbish the hall and extend its life.

During 2021 the Worship and Mission Committee reviewed the worship across the parish to ensure that it is sustainable but also to consider how best the church can honour traditional worship but also look for opportunities to encourage families to engage in worship. It is hoped that the new 'Songs of Praise' service on the first Sunday of the month at 4pm and the proposed 'All Age/Family worship' on the third Sunday of the month, also at 4pm will be at times that are more convenient to some people and will enable them to join our worshipping community. Throughout 2022 our new Choir Director, Sidonie Winter and our new organist, Tim Carpenter, will build up the musical life of the parish and encourage the formation of a new choir to sing at St. Peter's, Henfield on Sundays, and across the parish at festivals. Working with St Peter's School it is also hoped that a junior choir can begin singing at school services.

The PCC looks forward to many of its activities, including the Vicarage Fete and concerts in all three churches, taking place for the first time since 2019.

Signed on behalf of the PCC by



The Rev'd Paul Doick. Chairman.

Date: 16th March 2022

Trustees' responsibilities in relation to the accounts

The Charities Act 2011 requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Statement of Financial Activities (Including Income & Expenditure Account)

Year Ended 31 December 2021

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*	*Notes*
	£	£	£	£	*£*	
Income and endowments from:						
Donations and legacies	114,328	39,616	-	**153,944**	*110,515*	
Other trading activities	31,944	-	-	**31,944**	*32,663*	
Investments	9,317	1,047	-	**10,364**	*2,488*	
Total income	**155,589**	**40,663**	**-**	**196,252**	*145,666*	*2*
Expenditure on:						
Raising funds	20	142	-	**162**	*86*	
Charitable activities	151,153	5,017	-	**156,170**	*150,892*	
Other trading activities	21,030	-	-	**21,030**	*26,502*	
Total expenditure	**172,203**	**5,159**	**-**	**177,362**	*177,480*	*3*
Net gains (or losses) on investments	38,622	-	10,061	**48,683**	*610,271*	*7*
Transfers between funds	(2,108)	2,108	-	-	-	*11*
Net income/(expenditure) and net movement in funds	**19,900**	**37,612**	**10,061**	**67,573**	*578,457*	
Reconciliation of funds:						
Total funds brought forward	698,356	44,428	70,507	**813,291**	*234,834*	
Total funds carried forward	**718,256**	**82,040**	**80,568**	**880,864**	*813,291*	

All activities are continuing.

There are no recognised gains/losses other than those shown on the Statement of Financial Activities.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Balance Sheet

As at 31 December 2021

	Total Funds 2021	*Total Funds 2020*	*Notes*
	£	*£*	
Tangible assets	**83,894**	*83,894*	
Investments	**498,971**	*150,288*	
Total fixed assets	**582,865**	*234,182*	*7*
Debtors	**2,314**	*2,408*	*9*
Cash at bank and in hand	**314,991**	*590,564*	*13*
Total current assets	**317,305**	*592,972*	
Creditors: Amounts falling due within one year	**(19,306)**	*(13,863)*	*10*
Net current assets	**297,999**	*579,109*	
Total assets less current liabilities/net assets	**880,864**	*813,291*	
The funds of the charity:			
Endowment funds	**80,568**	*70,507*	
Restricted funds	**82,040**	*44,428*	
Unrestricted funds	**718,256**	*698,356*	
Total charity funds	**880,864**	*813,291*	*8/11*

This Annual Financial Report, for the year ended 31st December 2021, including the notes following, was approved by the PCC and signed on its behalf by The Revd Paul Doick, PCC Chairman



……

Date: 16th March 2022

St. Peter's Church Henfield
Notes to the Financial Statements
Year Ended 31 December 2021

1 Accounting policies

a Statutory Information

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote is a charity registered in England and Wales. The Charity's registered number and principal address can be found in the Charity's information page.

b Accounting Convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), effective 1st January 2015.
The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the Charity's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The functional currency of the charity is pounds sterling and items are rounded to the nearest pound.

c Income and endowments

All income and endowments are accounted for without deduction for any costs of recoverability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies
Collections are recognised when received.
Planned giving receivable is recognised when there is evidence of entitlement, receipt is possible, and the amount accords with the Gift Aid declaration or other record of intention to donate.
Gift aid recovered is recognised when the income to which it is attached is recognised.
Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Other trading activities
Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.
Sales of magazines and study notes are recognised when received.
Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investments
Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.

All other income
All other income is recognised in accordance with the above overall policy.

Gains and losses on investments
Realised gains are recognised when the investments are sold.
Unrealised gains and losses are accounted for on revaluation at 31 December

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments (including investment properties) are stated at fair value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

g Current Liabilities

Creditors and provisions are recognised where the Charity has a present obligation resulting from a present event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h Estimates and judgements

In the application of the charity's accounting policies, the PCC are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. The PCC do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*
	£	£	£	£	£	*£*
2 Analysis of income and endowments:						
Planned giving (excl. tax refunds)	54,181	-	-	-	**54,181**	*51,069*
Planned giving (no tax refunds)	702	-	-	-	**702**	*2,836*
Loose cash collections	13,461	-	-	-	**13,461**	*7,069*
Jumble sale	-	-	-	-	**-**	*1,070*
Fundraising	2,475	3,572	-	-	**6,047**	*2,515*
Sundry donations and special appeals	3,771	6,294	6,740	-	**16,805**	*27,685*
Gift Aid recoverable	11,998	-	-	-	**11,998**	*15,730*
Legacies	16,000	10,000	5,000	-	**31,000**	-
Grants	-	19,750	-	-	**19,750**	*2,541*
Donations and legacies	**£102,588**	**£39,616**	**£11,740**	**£-**	**£153,944**	*£110,515*
Sales of the parish magazine	-	-	4,238	-	**4,238**	*4,205*
Church centre hiring fees	-	-	7,773	-	**7,773**	*6,223*
Rent	1,500	-	-	-	**1,500**	*1,500*
Magazine advertisement fees	-	-	13,808	-	**13,808**	*16,244*
Fees for weddings & funerals	4,335	-	290	-	**4,625**	*4,491*
Other trading activities	**£5,835**	**£-**	**£26,109**	**£-**	**£31,944**	*£32,663*
Bank & CBF deposit interest	226	-	-	-	**226**	*204*
Dividends received	9,091	1,047	-	-	**10,138**	*2,284*
Investments	**£9,317**	**£1,047**	**£-**	**£-**	**£10,364**	*£2,488*
Total received on all funds	**£117,740**	**£40,663**	**£37,849**	**£-**	**£196,252**	*£145,666*

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements (Continued)
Year Ended 31 December 2021

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*	*Notes*
	£	£	£	£	£	*£*	
3 Analysis of expenditure on:							
Other fundraising (non-trading) costs	20	142	-	-	**162**	*86*	
Raising funds	**£20**	**£142**	**£-**	**£-**	**£162**	*£86*	
Missionary and charitable giving	1,250	-	-	-	**1,250**	*1,419*	*4*
Ministry:							
diocesan parish contribution	74,300	-	-	-	**74,300**	*74,035*	
benefice office costs	8,825	-	-	-	**8,825**	*7,266*	
Staff	16,639	-	-	-	**16,639**	*16,066*	
Upkeep of services	1,447	-	553	-	**2,000**	*1,789*	
Church running expenses	11,676	345	-	-	**12,021**	*19,565*	
Upkeep of churchyard	7,877	533	132	-	**8,542**	*9,260*	
Parsonage houses	5,890	-	-	-	**5,890**	*6,385*	
Church utility bills	9,375	-	-	-	**9,375**	*7,874*	
Renovations	5,744	3,834	143	-	**9,721**	*3,467*	
Support costs	6,648	305	654	-	**7,607**	*3,766*	*6*
Charitable activities	**£149,671**	**£5,017**	**£1,482**	**£-**	**£156,170**	*£150,892*	
Church hall running costs	420	-	6,026	-	**6,446**	*11,861*	
Parish magazine costs	-	-	14,584	-	**14,584**	*14,641*	
Other trading activities	**£420**	**£-**	**£20,610**	**£-**	**£21,030**	*£26,502*	
Total expended on all funds	**£150,111**	**£5,159**	**£22,092**	**£-**	**£177,362**	*£177,480*	

Support costs include governance costs of £2,040 which solely relate to fees associated with the independent examination of the church accounts (2020: £1,980).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*
	£	£	£	£	*£*
4 Missionary and charitable giving:					
The Children's Society	300	-	-	**300**	*664*
Royal British Legion Poppy Appeal	450	-	-	**450**	*250*
Turning Tides	500	-	-	**500**	*250*
	£1,250	**£-**	**£-**	**£1,250**	*£1,419*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*
	£	£	£	£	*£*
5 Staff costs, staff numbers and key management personnel					
a Remuneration					
Wages and salaries	16,639	-	-	**16,639**	*16,066*
	£16,639	**£-**	**£-**	**£16,639**	*£16,066*

The average number of staff was 3 (2020: 4).

No person received remuneration in excess of £60,000 in 2021 or 2020.

During the year the PCC employed two organists and an administrator, all part time.

b Payments to PCC members

No PCC members, nor persons closely connected with them, received any form of remuneration in respect of their work as a member of the PCC. No members of the senior management team were paid though the Charity's payroll (2020: none). Expenses of telephone, travelling etc. amounting to £2,512 were reimbursed to four members of the PCC (2020: £3,118 was reimbursed to four members of the PCC). In addition, one member of the PCC also received £320 fees for playing the organ (2020: £Nil).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*
	£	£	£	£	*£*
6 Support/governance					
Accounts production/independent examination	2,040	-	-	**2,040**	*1,980*
Other admin	5,262	305	-	**5,567**	*1,786*
	£7,302	**£305**	**£-**	**£7,607**	*£3,766*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021
	£	£	£	£
7 Fixed Assets				
a Investments				
Fair value 1 January 2021	79,781	-	70,507	**150,288**
Additions in the year	300,000	-	-	**300,000**
Net gains and revaluation	38,622	-	10,061	**48,683**
Fair value 31 December 2021	**£418,403**	**£-**	**£80,568**	**£498,971**

	Freehold land and buildings	Total fixed assets
	£	£
b Tangible fixed assets		
Cost or valuation		
At 1 January 2021	83,894	**83,894**
At 31 December 2021	**£83,894**	**£83,894**
Net book value		
At 31 December 2021	**£83,894**	**£83,894**
At 31 December 2020	**£83,894**	**£83,894**

The freehold land and buildings comprise Church House. For accounting purposes the historical cost of this property was £83,894.

Investments include an investment property with a value of £60,000, valued by Marcus Grimes FNES MARLA of Marcus Grimes Estate Agents on 6 October 2020. Remaining investments represent cash invested to generate returns.

Total gains in the Statement of Financial activities of £48,683 (2020: £610,271) comprise realised gains on the sale of a property of £Nil (2020: £544,579), unrealised gains on the Blackstone Hut property of £Nil (2020: £60,000) and unrealised gains on investments of £48,683 (2020: £5,692).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	*Total Funds 2020*	*Notes*
	£	£	£	£	*£*	
8 Analysis of net assets by fund 2021						
Fixed assets for church use	83,894	-	-	**83,894**	*83,894*	
Investment fixed assets	418,403	-	80,568	**498,971**	*150,288*	
Current assets	235,265	82,040	-	**317,305**	*592,972*	
Current liabilities	(19,306)	-	-	**(19,306)**	*(13,863)*	
	£718,256	**£82,040**	**£80,568**	**£880,864**	*£813,291*	
Analysis of net assets by fund 2020						
Fixed assets for church use	83,894	-	-	**83,894**	*83,894*	
Investment fixed assets	79,781	-	70,507	**150,288**	*84,596*	
Current assets	548,544	44,428	-	**592,972**	*81,382*	
Current liabilities	(13,863)	-	-	**(13,863)**	*(15,038)*	
	£698,356	**£44,428**	**£70,507**	**£813,291**	*£234,834*	
9 Debtors						
Income tax recoverable	938	-	-	**938**	*1,146*	
Prepayments and accrued income	1,376	-	-	**1,376**	*1,262*	
	£2,314	**£-**	**£-**	**£2,314**	*£2,408*	
10 Creditors: amounts falling due within one year						
Aged Payables	6,115	-	-	**6,115**	*3,235*	
Deferred income	11,151	-	-	**11,151**	*8,648*	
Accruals	2,040	-	-	**2,040**	*1,980*	
	£19,306	**£-**	**£-**	**£19,306**	*£13,863*	

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2021

	Balances b/fwd 1 Jan 2021	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2021
	£	£	£	£	£
11 Statement of funds					
Endowed Fund					
Dunlop	8,485	-	-	1,208	9,693
Nellen	1,022	-	-	147	1,169
Hibberd/King	26,456	-	-	3,784	30,240
Paine	9,096	-	-	1,302	10,398
Graves Trust (Woodmancote)	8,559	-	-	1,191	9,750
Warner (Woodmancote)	13,209	-	-	1,899	15,108
West (Woodmancote)	3,680	-	-	530	4,210
	£70,507	**£-**	**£-**	**£10,061**	**£80,568**
Restricted Funds					
Churchyard	635	767	(533)	(467)	402
The Friends of St Peter's Church	14,745	1,000	-	229	15,974
Dunlop	902	250	-	-	1,152
Nellen	123	30	-	-	153
Youth and Children	3,649	-	-	-	3,649
Woodmancote Fabric	500	710	-	2,346	3,556
Friends of St Giles	22,948	24,864	(1,584)	-	46,228
Childrens area	-	3,042	(3,042)	-	-
Powell	-	10,000	-	-	10,000
Woodmancote Organ	926	-	-	-	926
	£44,428	**£40,663**	**(£5,159)**	**£2,108**	**£82,040**
Designated Funds					
Church House Building	83,894	-	-	-	83,894
Church House	9,638	7,773	(6,158)	-	11,253
Flower fund	806	530	(553)	-	783
Frontal Chest & Porch Doors	15,000	-	-	-	15,000
Morley/Gardiner (Music)	2,825	-	(654)	-	2,171
The Keys	1,285	-	-	-	1,285
Parish Magazine	2,572	18,046	(14,584)	(4,000)	2,034
Screen & Projector	7,801	11,500	-	-	19,301
Lockyer/Blakeney/Vaughan	2,738	-	(143)	-	2,595
Woodmancote Coffee	1,149	-	-	-	1,149
Woodmancote Fabric	9,247	-	-	(2,346)	6,901
	£136,955	**£37,849**	**(£22,092)**	**(£6,346)**	**£146,366**
Unrestricted Funds					
General fund	561,401	117,740	(150,111)	42,860	571,890
	£561,401	**£117,740**	**(£150,111)**	**£42,860**	**£571,890**
Total funds	**£813,291**	**£196,252**	**(£177,362)**	**£48,683**	**£880,864**

11 Statement of funds (continued)

Restricted Funds comprise:-

- Churchyard: Funded by the Hibberd/King endowment to help finance the upkeep of St Peter's Church (Henfield) churchyard.
- The Friends of St Peter's Church: Holds funds provided by The Friends of St Peter's Church, an independent organization. Its purpose is to raise money for the fabric of St Peter's Church, Henfield.
- Dunlop: Receiving income from the endowment of the same name, expenditure is at the discretion of the Vicar of St Peter's Church (Henfield).
- Nellen: This is funded from the Nellen endowment and provides finance in connection with altar frontals.
- Youth and Children's Fund: Set up to provide funding for youth and children's activities.
- Woodmancote Fabric: Holds funds donated/raised specifically for the upkeep of the fabric of St Peter's Church, Woodmancote.
- Friends of St Giles: Overseen by a committee of the PCC which raises funds for the fabric of St Giles Church, Shermanbury.
- Woodmancote Organ: Established to provide money for the organ at St Peter's Church, Woodmancote.
- Children's area: Funds, raised in memory of a member of our congregation who very sadly died in 2021, to be used to enhance the Children's Area of St Peter's Church, Henfield.
- Powell: A legacy specifically for the upkeep of the church and churchyard of St Peter's Church, Henfield.

Designated Funds comprise:-

- Church House Building: This is the historical value of Church House, the church hall at St Peter's Church, Henfield.
- Church House: Receives income from lettings and meets expenditure in connection with the maintenance and upkeep of the building.
- Flower Fund; Used to fund flower arrangements for St Peter's Church, Henfield.
- Morley/Gardiner (Music): Established to help fund musical and related activities.
- The Keys: Funds arise from events, such as concerts, the proceeds of which are often donated to other charities.
- Parish Magazine: Holds income from the magazine and meets its costs.
- Screen and Projector: Holds funds designated for the installation of a screen and projector at St Peter's Church, Henfield.
- Lockyer/Blakeney/Vaughan: Contains legacies that the PCC decided to set aside for possible future projects.
- Frontal Chest & Porch Doors: A generous donation which the PCC has set aside for the purchase of an altar frontals chest and installation of new porch doors, both at St Peter's Church, Henfield.
- Woodmancote coffee: Donations arising from refreshments provided at St Peter's Church, Woodmancote and designated to meet various costs at that church.
- Woodmancote fabric: Funds raised, and set aside by the PCC, to cover costs associated with the fabric of St Peter's Church, Woodmancote.

11 Statement of funds (continued)

Endowed Funds comprise:-

- the Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- the Nellen bequest to be spent on Altar-frontals;
- the Dunlop bequest to be spent at the Vicar's discretion;
- the Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- the Warner fund is endowed with income to be used for upkeep of the churchyard;
- the West funds is endowed with income to be used for upkeep of the churchyard;
- and Paine funds which is a Stipend Trust with the income being retained by the Diocese.

No income is received from the Paine bequest.

Transfers between funds relate to reallocations as considered necessary by the PCC.

12 Statement of Financial Activities 2020

	Unrestricted Funds	*Restricted Funds*	*Endowed Funds*	*Total* All Funds 2020	*Notes*
	£	£	£	£	
Income and endowments from:					
Donations and legacies	106,867	3,648	-	**110,515**	
Other trading activities	32,663	-	-	**32,663**	
Investments	1,718	770	-	**2,488**	
Total income	**141,248**	**4,418**	**-**	**145,666**	*2*
Expenditure on:					
Raising funds	86	-	-	**86**	
Charitable activities	144,987	5,905	-	**150,892**	
Other trading activities	26,502	-	-	**26,502**	
Total expenditure	**171,575**	**5,905**	**-**	**177,480**	*3*
Net gains/(losses) on investments	605,822	-	4,449	**610,271**	
Transfers between funds	500	(500)	-	-	
Net income/(expenditure) and net movement in funds	**575,995**	**(1,987)**	**4,449**	**578,457**	
Reconciliation of funds:					
Bank accounts at 1 January 2020	122,361	46,415	66,058	**234,834**	
Bank accounts at 31 December 2020	**£698,356**	**£44,428**	**£70,507**	**£813,291**	

13 Analysis of cash and cash equivalents

	Total Funds 2021	*Total Funds 2020*
	£	*£*
Cash in hand	**127,355**	*152,928*
Notice deposits (less than 3 months)	**187,636**	*437,636*
Total cash and cash equivalents	**£314,991**	*£590,564*

14 Related parties and transactions

There were no related party transactions during 2021 or 2020 other than those outlined in note 5 of these accounts.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Report of the Independent Examiner
Year Ended 31 December 2021

Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

I report on the accounts of the Charity for the year ended 31 December 2021.

Responsibilities and basis of report

The members of the PCC 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 accounts carried out under the Church Accounting Regulations and section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or

(2) the 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

TC Group

Jonathan Aikens FCA, DChA
for and on behalf of
TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 6 May 2022

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HENFIELD WITH SHERMA

England & Wales - Charity number 1130458

Accounts

The Parish of Henfield with Shermanbury and Woodmancote

"Learning, Living and Sharing God's Love"







ANNUAL REPORT and FINANCIAL STATEMENTS for the year ended 31 December 2020

Incumbent: The Rev'd Paul Doick; The Vicarage, Church Lane, Henfield, West Sussex, BN5 9NY

Independent Examiner: TC Group, The Courtyard, Shoreham Road, Steyning, BN44 3TN

Bankers: Barclays Bank PLC, 1 Chapel Road, Worthing West Sussex, BN11 1EX
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Charity number: 1130458

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The Parish of Henfield with Shermanbury and Woodmancote

The Trustees present their Annual report, together with the financial statements for the year to 31 December 2020. The accounts comply with the Charities Act 2011, and 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).

Administrative information

The Parish of Henfield with Shermanbury and Woodmancote (HSW) has three parish churches: the church of Saint Peter, Henfield, the church of Saint Giles, Shermanbury, and the church of Saint Peter's, Woodmancote. The Parish is in the Deanery of Hurst, the Archdeaconry of Horsham and the Church of England Diocese of Chichester. *Correspondence address: The Parish Office, St Peter's Church, Church Lane, Henfield, West Sussex, BN5 9NY*

The Parochial Church Council (PCC) is registered with the Charity Commission (registration number 1130458). PCC members (see below) are all trustees of the charity.

	Name	**Position**	**Term ends**
Incumbent	The Rev'd Paul Doick		
Assistant curate (until Sept 2020)	The Rev'd Harriet Neale-Stevens		
Assistant curate (from June 2020)	The Rev'd Heather Wilkin		
Churchwardens	Pat Burdock (H)	*Parish Safeguarding Officer*	2021
	Richard Putnam (S)		2021
	Virginia Ward (S)		2021
	Roger Moulton (W)		2021
	Barry Chaston (W)		2021
Deanery Synod	Jan Doick (H)		2023
	Heather McFarlane-Cryer (H)		2023
	Sidonie Stevens (H & W)		2023
	Richard Putnam (S)		2023
Elected PCC members	Val Creek		APCM Oct 20
	Helen Boosey(H)		2022
	Julia Simpson (S)		2022
	Angela Underwood (W)		2022
	Louise Clark (H)	*Children and Family Lay Minister*	2023
	Robert Clark (H)		2023
	Nicholas Cryer (H)		2023
	Richard Kendall (H)	*PCC Treasurer*	2023
	Katrina Phipps (H)	*PCC Secretary*	2023
	Sue Ashton (S)		2023
	Nan Langhorne (S)		2023
	Sue Gunn (W)		2023

Structure, Governance and Management

The Parochial Church Council

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. Membership of the PCC is determined under the Church Representation Rules (2017).

The PCC, together with the minister, steers the life of the church in its mission, witness and service in the parish. The PCC is responsible for the financial affairs of the church, and the care and maintenance of the church fabric.

The Henfield, Shermanbury and Woodmancote PCC comprises: the vicar/rector of the parish, the assistant curate, the churchwardens of the three parish churches, the elected members to the deanery synod (see paragraph below), and up to twelve representatives of the laity, who are elected at the Annual Parochial Church Meeting (APCM) and serve for a period of up to three years.

For over a year there has been a vacancy for a second churchwarden at Henfield. In addition, there is a vacancy for another PCC member.

This year we had a change of curates. In June we welcomed Heather Wilkin and her family. Heather has been licensed as our new assistant curate. The PCC looks forward to getting to know her and working together.

In September Revd Harriet completed her post as curate with us and left to become Rector of the Parish of Harting with Elsted and Treyford cum Didling, near Midhurst. The PCC is extremely grateful for her work and all that she has achieved during her time here. It has been a privilege and joy working with her and we wish her and her family the very best in their new parish.

The PCC met 6 times over the course of the year. With the exception of the first quarter (Jan, Feb and March) all meetings were held online using Zoom (a video and audio app).

Deanery Synod

Parishes elect lay representatives to the Deanery Synods every three years, and there was an election in 2020. The number of parish representatives is determined by the number on the electoral roll. HSW parish is entitled to, and has elected, 4 representatives.

The deanery synod members provide an important link with neighbouring parishes and the wider structures of the church, enabling the sharing of best practises and knowledge, and leading to growth. Members of the deanery synod play an important role in electing lay ministers to the House of laity, General Synod. Deanery Synod members automatically sit on the PCC.

Our representatives together with the Incumbent and Assistant curate participated in 2 deanery meetings during 2020 after the June meeting was cancelled due to the restriction of Covid-19 made it impossible for the guest speaker to attend.

The first meeting in February was led by Rev'd Paul in his role as Rural Dean. Paul provided a presentation based on the Diocese of Chichester's strategy and vision for growth from 2020-2025 under which the churches will strive to be More Open, More Converted to Jesus Christ, More Generous and More Engaged. The synod split into different groups to discuss each of the areas of the strategy, a summary of which is below.

'More Open' means congregations better reflecting the communities they serve. This was a vision of the church as a family of all ages, loving and serving, contributing, and receiving, being transformed and growing together in ways that appropriately reflect the importance of each context and place.

'More Converted' to Jesus Christ means a vision for a church which communicates the Gospel effectively, so women, men and children come to a living, personal and transforming faith in Jesus Christ and join their local church family on the journey to know, love and follow Jesus. It is a vision for a church where people matter, life is given value and we learn to live generously even amidst the difficulties of life. Church should be a place where people feel at home and want to stay, and church life flows out of prayer and worship.

'More Generous' means a vision of a diocese characterised by a radical, generous response to the self-giving of Jesus Christ, who fills the Church with his life (Ephesians 1: 23). This was a vision for a household of faith in which there are 'no needy among them' (Acts 4: 34) and so wealthier parishes are able contribute joyfully to sustain ministry in deprived areas and economically deprived parishes don't feel a liability to the rest. The diocese had plans for a balanced budget with financially sustainable benefices by 2025.

'More Engaged' means a vision for a church where people have a sense of vocation to love, expressing itself in service; and a church family that nurtures and encourages that vocation. We long to see a renewed church which brings blessing and transformation to its parish; a church which works with all those of good will to contribute to the common good.

The discussion produced some good ideas for all the parishes in the deanery to engage with.

The second meeting in November had an interesting presentation on the work of Heather Ramsey of the Church Mission Society (CMS) which is one of the oldest Anglican Missionary societies. Heather told the meeting that currently CMS was supporting 76 individuals working for mission projects around the world. She explained that CMS now has two offshoots, CMS Africa and CMS Asia. She spent most of her time talking about the Pioneer Mission Course in the UK. Pioneers, whom CMS train, have a vision to reach people who would not normally go to church. Her presentation was well received by the synod and resulted in some good questions, especially relating to pioneer ministry and the impact it had on local churches.

Management and Committees

Day-to-day management and operation of the parish is carried out by the Incumbent with the Churchwardens, the Parish Administrator (Nicki Jones) and, as far as the PCC is concerned, the PCC Secretary. Additionally, there are several committees in place to deal with specific aspects of parish life, these report to the PCC.

The following committees met in 2020. Most of these meetings were held online:

Standing Committee. This is the only committee which the PCC is legally obliged to establish. The core membership comprises the Incumbent (Chairman), the assistant curate, the Churchwardens, Treasurer and PCC Secretary. This committee has the authority to transact urgent business between PCC meetings, to progress matters which do not call for a full PCC discussion, and to plan the business of the PCC. The Standing Committee met 6 times during 2020.

Worship and Mission Committee. This is a new group established by the PCC (November 2019) to explore the priority areas, stated in our Mission Action Plan, of: Worship, Prayer and Discipleship & Outreach, and to identify and propose specific actions to move us forward. The group met for the first time in September and again in November 2020.

Pastoral Care Group. The focus of this group is to oversee the provision of pastoral care both within and beyond the church family. Specifically, the group looks after Home Communions, bereavement care and is active in maintaining a link with baptism and wedding families. The group is chaired by the assistant curate. This group met twice during 2020.

Church House. This group attends to the maintenance and operation of Church House (the hall opposite St Peter's Church, Henfield), for which there is a separately identified fund. Amongst other things, the committee arranges the employment of the hall cleaner and volunteer working parties for car park maintenance. The hall is available for groups and individuals to hire. It continues to be the home to the Warren Play Group and is a valuable source of income.

Stephen Dexter stepped down as chair of this group in 2020. The PCC extends its sincere thanks to Stephen for his valuable work over a number of years and for all the time he has given.

Parish magazine. This committee meets annually to discuss the content, price and advertisements contained in the parish magazine as well as issues surrounding printing and distribution. The monthly organization of the magazine is the responsibility of Helen Boosey the Editor. There is a representative for each of our three parish churches on this committee.

The Friends of St Giles' Church, Shermanbury. The role of this committee, chaired by Richard Putnam is to raise funds through events and other activities, for the fabric of St Giles' Church, Shermanbury. The income raised is placed in a restricted fund.

Summer Fete. This committee, chaired by Jan Doick, plans and arranges our annual fete which is both a popular and an enjoyable way of 'inviting in' the wider Henfield community. It is also a very useful means of raising funds.

Although planning was already underway it was not possible to hold the fete in June 2020 due to the Coronavirus pandemic. The committee considered options for smaller alternative events, but none were considered viable

Trusts and other organisations connected with the parish
There are three to note.

St Peter's Church of England Primary School Trust. This charity is custodian of both the land and buildings of St Peter's Church of England Primary School (Fabians Way, Henfield, West Sussex, BN5 9PU), and the proceeds from the sale of the former School buildings and land on Henfield Common. These are held in cash and investments, the income of which is largely used to make payments to the school governors in the discharge of their duties. The Vicar and Churchwardens are ex officio trustees with two others.

The Friends of St Peter's Church, Henfield. This is an independent organisation. Its purpose is to raise funds for the fabric of St Peter's church, Henfield. The income raised from various events is held in a restricted fund.

Woodmancote Hall. The property was sold in September 2020. Under the charitable scheme the income from the sale will be used to further the religious and charitable purposes of the Church of England in the Parish of Henfield, Shermanbury and Woodmancote. The responsibility for this now lies with the PCC.

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding

Members of the PCC recognise the duty of care that they have towards all who are ministered to within the Parish and wider community; the protection of children, young people, and vulnerable adults is taken very seriously.

Our Safeguarding Officer is Pat Burdock. She manages the parish policy, which is reviewed annually, and ensures that safeguarding is an integral part of all our work and plans. She also ensures that our policy and practices remain in line with the directives and guidelines of the Diocese of Chichester and the Church of England nationally.

Our Safeguarding policy is available on the church website henfield.org

During the year we have:

- Completed Level 1 of the SQP (Simple Quality Protects) scheme. This is designed to ensure that the fundamentals of good safeguarding practice are in place. The point of the Diocese of Chichester's SQP scheme is not just to provide written evidence however but to demonstrate that every requirement is fully embedded in all we do. The evidence folder of documents compiled for all three of our churches was formally assessed on 25th June 2020 and we were awarded our Level 1 SQP Certificate. This is displayed, as required, in the porches of all three churches.

- Ensured all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date. This year the clergy and Safeguarding Officer, who were all due to renew their C2 Leadership training, successfully completed a new C2 Training Course via Zoom.

Others due to renew at this C2 Level are to await the introduction of a slightly revised version of the course but remain covered until this is available. All PCC members continue to be requested to complete the C0 (Basic Awareness) training module.

- Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date. **All new members of the PCC are requested to undergo a DBS check for the role of PCC Trustee.**

- Identified risks to which all might be exposed. These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out/updated as necessary for all aspects of church opening during the Coronavirus pandemic (see Health and Safety section below) including Muddy Church.

- Ensured Safeguarding is integral to our work. Safeguarding has continued to be an agenda item for all PCC meetings, and for other meetings as appropriate i.e. Standing Committee and Pastoral Care Group.

Health and Safety

Health and Safety has been at the forefront this year due to the Coronavirus pandemic.

All three of our church buildings were closed when the first national lockdown was announced in March 2020. When restrictions were lifted over three months later, and before any of our three churches re-opened, a significant amount of work was carried out: reading and assimilating both the Government and Diocesan guidelines, carrying out all necessary risk assessments, and organising all the items and arrangements that needed to be put in place to mitigate the risks. In particular numbers had to be carefully managed to ensure social distancing could be maintained, as did the seating and movement around each church and the cleaning of chairs, door handles etc. Provision for hand sanitising became a priority. Among other things a system for recording the contact details of visitors was put in place and a QR code obtained for St Peters Church Henfield.

The work required to ensure the safety of our congregations and visitors to the church continued diligently throughout the year. The risk assessments were continually and regularly reviewed and changes made as necessary. The guidelines were monitored to ensure that any new directives were assessed and implemented as appropriate.

Much of this work was carried out by the incumbent, the Churchwardens and the Youth and Children's lay minister, with the support of the PCC and other church members. The PCC would like to sincerely thank all those involved, in particular all those who helped with the daily cleaning of St Peter's, Henfield and other related tasks that enabled it to remain open for private prayer.

Data Protection (GDPR)

As a parish we continue to refine how we collect, hold, process and use personal data. The PCC has in place a Data Privacy policy which is regularly reviewed

Many members of our congregations have signed a Data Consent form giving us permission to contact them in the course of our business. This greatly facilitated communication during 2020, enabling the new weekly newsletter to be sent via email to a wide number of individuals.

If you would like to complete a Data consent form so that we can say in touch, please contact the parish office. *Email admin@henfield.org*

Our Data Privacy policy is available on the church website henfield.org

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Aim and Purposes

The PCC shares with the Rev'd Paul Doick the responsibility for delivering the mission of the church - pastoral, evangelistic, social and ecumenical. The PCC also shares the responsibility for the maintenance of the church buildings (which are all Grade 2* listed) and the surrounding churchyards, together with Henfield Church House and until it was sold Woodmancote Parish Hall. There is also a small commercial corrugated iron building in Blackstone owned by the PCC.

As trustees, we (the PCC members) must follow the Charity Commission's guidance on public benefit and the more specific guidance to churches on the advancement of religion. It is our duty to ensure that the work being carried out is for the benefit of the public. In particular, we try to enable people to live out their faith as part of our parish community through: -

- Worship, prayer and discipleship
- Provision of pastoral care for people in the parish
- Missionary and outreach work.

Objectives and Activities

One of our main objectives for 2020 was to develop the Mission Action Plan (MAP) agreed in November 2019, and to turn this vision into action.

Our focus was on reviewing and developing current and new opportunities for worship, and becoming more family friendly as a church. Additionally we sought to develop prayer and discipleship opportunities across our three churches; and to widen our church profile across our community.

Early in the year the situation with COVID-19 and the resulting lockdown compelled us to review our worship. The live streaming of services first began in March from the Vicarage, and this has evolved throughout the year. A range of services are now being streamed live to people in their homes and through this we are reaching a wider and more diverse audience and raising our profile.

The link with families attending Little Fishes was maintained by going online, and in June Muddy Church, for children and families, was launched by Louise Clark and her team. A virtual prayer walk with Rev'd Harriet was introduced following morning prayer, during the first lockdown, and is now being continued by Rev'd Heather. The response to these new initiatives has been extremely positive and encouraging.

Whilst the pandemic brought to a stop much of the face to face pastoral care work, the clergy continued to provide spiritual and emotional support to parishioners (regular church goers or not) over the telephone. This action was replicated by many of our parishioners.

Throughout 2020 we have been guided by the Diocesan vision and associated actions that invite us to become more converted to Jesus Christ, and to be more open, more generous and more engaged. We are committed to supporting this vision which informs much of our work in this parish.

The PCC recognises the need to think carefully about what needs to be done within our community and to support community initiatives. We only have limited resources of people and money. A parish audit was taken by Rev'd Heather when she joined, and this information and insight should help us to plan appropriately and respond to local need.

A lot has been learnt from having to do things differently during 2020, both from the response to our online presence but also from other churches through the sharing of ideas, resources, and successful practices. Live streaming has given us an opportunity to worship in a new way and although it is not the same as gathering in a church it has provided a wonderful opportunity to reach many other people. Many people who would not normally come into church have tuned in, and we have been able to reach house bound members of our congregation. The PCC is keen to ensure that this experience shapes what is done in the future and is keen to keep the 'open door' feel that we have online. A number of services continue to be streamed live each week.

Each year much work is done by our churchwardens, and the PCC, to maintain and improve our historic church buildings so that the parish and wider community can enjoy these special places.

Achievements and performance

Electoral roll numbers

The number on the roll as at 6th October 2020 (APCM) was 223.

Although the total is the same as recorded in April 2019 there have been some changes: 7 parishioners who were on the roll have sadly died, one has moved away, and eight new people have been added. There was not the usual opportunity to talk to people about being added to the roll this year.

Janet Oswald stepped down as Electoral Roll Officer at the 2020 APCM after 11 years of service. During this time, she carried out two complete revisions of the roll, the last of which was for the newly combined parish. The PCC extends its sincere thanks to Janet for her valuable work.

Church Attendance

All our churches were closed for a large part of the year. The average attendance figures are based on the period when each church was open. Although some figures for 2019 have been included, a like-for-like comparison is somewhat misleading given the exceptional circumstances of this year.

The average Sunday attendance at St Peters Henfield was 62 adults and 6 children including Muddy Church (78 and 6 respectively in 2019).

The average attendance at St Giles Shermanbury was 17 (14 in 2019).

The average attendance at St Peters Woodmancote was 16 (15 in 2019).

The total average for Sunday across all three churches was 95 adults and 6 children (107 and 6 respectively in 2019).

Each Sunday the average number of people who joined our online service, for more than three minutes, was 93.

The average weekly attendance across all three churches (including weekday worship) was 120.

There was no Easter Attendance in any of the three Churches but on Easter Day our Facebook Services were viewed 1,887 times with 775 people watching for more than 3 minutes. Easter day attendance in 2019 across all three churches was 210.

At St Peter's Henfield the Christmas by Candlelight service (Lessons and Carols) was attended by 68 people, and 121 people in total attended the Christmas eve and Christmas day services. Attendance on these two days in 2019 was 609 (121 of which were children), this included a large number attending the afternoon Crib Service. It was not possible to hold this service in 2020.

At St Giles's Shermanbury the Christmas by Candlelight service was attended by 25 people. Regrettably, the Christmas day service had to be cancelled for the second year running due to flooding.

At St Peter's Woodmancote the Christmas by Candlelight service was attended by 21 people, and 24 people attended the Christmas Eve service. In 2019 the Christmas Eve service was attended by 36 people.

As well as our regular services we hold a number of services relating to life events. During 2020, the following took place across the three churches: 6 Baptisms (14 in 2019), 2 marriages (6 in 2019) and 22 church funeral services (26 in 2019), with a further 32 held at crematoriums or cemeteries (27 in 2019). There was one memorial service and five burials of ashes.

The clergy also undertook an additional: 2 weddings, 1 baptism, 6 funerals and 4 burial of ashes for parishes in the deanery with a vacancy.

The clergy continue to receive many messages of thanks for the support that has been provided following these 'life event' services:

"I just wanted to thank you again for your care and service both before and during my father's funeral. I very much appreciate your kindness and the comfort you gave on the day." (Sept 2020)

"Words cannot express how much it meant to us that we were able to get married at St. Peter's Church – thank you so much for your incredible support – especially with the short notice change of plans and the rabbit warren of Covid-19 regulations....." (Nov 2020)

"I want to thank you once again for the funeral service, your kindness and sensitivity at such a difficult time helped so much." (Aug 2020)

Review of the year

Worship, Prayer and Discipleship



Services and Service Pattern

Prayer and worship are at the very heart of Church life. In recognition of the fact that we are all different we offer a range of services not only at different times but designed to help people encounter God in a variety of ways.

This year our regular pattern of services has been disrupted by the pandemic and the restrictions. All three of our church buildings closed when the first lockdown was announced on March 23rd.

It wasn't until July 12th that public worship on Sundays commenced again at St Peter's, Henfield, and then in August at St Peter's church, Woodmancote and St Giles. church, Shermanbury. In November a second lockdown prevented public worship taking place in our churches for a four-week period, although St Peter's, Henfield remained open for private prayer.

Normal Service pattern

Sundays at 8.30 am at St Peter's Woodmancote (1st and 3rd) or St Peter's Henfield (2nd and 4th). A quiet said service of Holy Communion using the poetic and beautiful words of the 1662 Book of Common Prayer (BCP).

Sundays at 10.00 am at St Peter's Henfield.

Ist Sunday: Celebrate! All age Worship. A service designed for the whole church family using songs, hymns, activities, prayers and a short talk.

2nd, and 4th Sundays: Parish Communion with Children's Church. A modern service of Holy Communion with hymns, prayers, readings, and a sermon/talk.

3rd Sunday: Family communion with Children's Church. A more informal service of Holy Communion with hymns, prayers, readings, and a short sermon/talk.

Sundays at 11.15am at St Giles' Shermanbury (1st and 3rd) or St Peter's Woodmancote (2nd and 4th). Either a traditional Sung service of Matins (Morning Prayer), or Holy Communion (BCP or CW).

Sundays at 6.00 pm at St Peter's Henfield.
1st Sunday: A reflective said service of Holy Communion
3rd Sunday: St Peters@6, evening worship with prayer, hymns, readings and discussion.

Mid week Holy Communion at St Peter's Henfield, Wednesday 10.30 am and Friday 8.00 am .
Holy Communion in the chapel at Terrys Cross House, Thursdays 10.00 am
Morning Prayer at St Peter's Henfield, Monday to Thursdays 8.00 am and Saturday 8.30 am
Evening Prayer at St Peter's Woodmancote, every Wednesday 5.30pm.

Service pattern during restricted period / lockdown
These services were live streamed via Facebook. The service were available for joining later on facebook or on the church web site.

Sundays at 8.30am *Holy Communion (BCP)* ***10am*** *Holy Communion or Sunday Worship*

Mid week *Morning Prayer* followed by prayer walk Thursdays 9.00 am
Evening Prayer (BCP) Wednesday 5.30 pm.

Other services
Many of the extra services held throughout the church year, that follow the seasons and festivals of the Christian calendar, had to be live streamed. This included all our evening services during Holy Week and our Good Friday and Easter Sunday services. On May 11th, the 75th anniversary of VE day, a short service of thanksgiving for peace was celebrated online; and in November, the Remembrance day service, which usually sees the church at Henfield filled to capacity, took place online with the names of the fallen from our villages being read out as usual.

Children's Church
Children's Church takes place on the 2nd, 3rd and 4th Sundays of each month during term time at St Peter's, Henfield. All Children over the age of three are welcome. Louise Clark, who was authorised as a Families and Children's Lay Minister (ALM) by the Bishop of Chichester in January, has responsibility for planning and running this.

The year started normally enough with Children's Church focusing on preparing for Lent and Holy week and learning about some of the prophets. With lockdown the possibility of running Children's Church online using Zoom was looked at, but there were certain safeguarding criteria that could not be met, so Facebook was used to maintain contact and to suggest (and support) fun activities, such as creating an Easter garden.

During this time, much thought went into what to do with Children's Church when we were able to meet again. The idea of Muddy Church arose out of this work and has proved to be one of the year's success stories.

About Muddy Church . . . this is basically church outside (under church rules services can be taken outside as long as the land is owned by the church).



St Peter's Muddy Church is a socially distanced gathering for families in the church yard, for 45 minutes of story, worship and activities.

The inaugural muddy church was held on July 13th and involved amongst other things a scavenger hunt. A comment on Facebook described the experience as . . ' *good stories, good fellowship and plenty of sticks*'.

Muddy church continued twice a month until the second lockdown. The first actual 'muddy' church didn't happen until October, up until that time the weather had been dry.



In August a chalk prayer path was created for the children to follow. The whole community was invited when out walking to come along to the church yard and follow the prayer path, and any did.

Other activities included stone rubbings, making wooden crosses out of sticks and wool, painting stones, playing with QR codes, all cleverly linked to a specific theme. The response from the children attending was very positive, with many wanting to come every week.

Looking for new ways to connect with children and families is extremely important to the PCC; Children's Church is on the agenda at all PCC meetings. The PCC continues to support a policy where children can prepare to receive communion before confirmation, although this year no young children were able to be prepared.

An enormous amount of planning, preparation was necessary to ensure the safety of everyone involved in Muddy church, for example all the resources required for the week's activities had to be quarantined in family packs before each session. The PCC recognises this and is extremely thankful to Louise and her team for their hard work, commitment, and creativity.

The PCC would also like to thank the team that plan the monthly All Age worship service. This service is planned with both adults and children in mind and regularly includes activities to prayerfully participate in.

Music and Bell Ringing.
Music is an essential part of worship. We are still looking for an experienced choir director (part time), who can recruit and encourage singers of all ages, and develop the musical life of our churches.

Congregational singing has not been permitted since the first lock down in March, although recent rules have allowed for small groups to sing together whilst maintaining social distance.

The PCC would like to thank the clergy for their regular solo singing at services and to Rosemary Mcintosh, Sidonie Stevens and Mark Kendall who sang at the Christmas by Candlelight services and to all others who sang at services.

The PCC would also like to thank John Holmstrom for volunteering to play the organ and piano at some of the church services at St Peter's, Henfield.

The bells at St. Peter's Henfield are rung before the principal 10am service and are an integral part of Sunday mornings for many people. They are also very popular for weddings. The PCC is grateful to the team of bell ringers who during 2020 were unable to ring for most of the year due to Covid-19 restrictions.

Spiritual Growth
The Vicar and the PCC aim to encourage those who worship at the three parish churches in their discipleship and spiritual growth.

Home groups continue to be an important part of our Church life as a means of sharing the journey in faith through talking, studying and praying together. Three home groups operated during 2020, although these were unable to meet for a large part of the year, the groups continued to pray together albeit in their separate homes.

A group of approximately 20 attended the Lent course 'Care for God's Creation' but were unable to finish this together due to the lockdown. The pandemic also meant that there were no candidates prepared for Confirmation this year.

Much encouragement for our prayer life with resources to help us nurture our faith has come through the new weekly newsletter. This was introduced during the first lockdown as a means of staying in touch and is emailed to those who we have permission to contact. It contains direct links to our weekly services and to other support and resources provided by the Diocese of Chichester, our Cathedral and also the central Church of England and recommends applications to download to help us reflect/pray. It contains the vicar's thought for the week, which is also posted on the church facebook page.

Pamela Chaston successfully completed part one of the Authorised Lay Ministry (ALM) training, *and* in November the PCC approved her Part 2 application for the Pastoral Care module. The ALM programme, which is run by the diocese, is for lay people who wish to share in the public ministry of their church. All candidates start by completing the Living Faith Course before selecting a specific lay ministry module. All parishioners over the age of 18 can be considered for ALM.

Parish Giving

The PCC is incredibly grateful for all the financial help which our parish receives from the many churchgoers in Henfield, Shermanbury, Woodmancote and the surrounding area. All giving is important and greatly appreciated.

Some measures have been taken this year to make the process of giving easier, the newsletter and web site now have a link to follow if you wish to donate, and we now have a card machine for use at services and events. Regular giving through the Parish Giving Scheme is promoted as this reduces the work required by our church.

Provision of pastoral care for people in the parish.

Providing pastoral support is key to a caring church. The incumbent and the PCC are committed to the provision of sensitive and compassionate care to ensure the well being of all people within the Parish.

The clergy, together with members of the Pastoral Care Group are normally involved in various aspects of ministry to the local Care Homes and Nursing Homes, including taking services of Holy Communion. This year much of our work was disrupted by the pandemic. It was not possible to enter the care homes to minister or take services, nor was it possible to take communion to the house bound.

The care of the bereaved is a particularly important area of our pastoral ministry. The Bereavement Support Group met in January and February but was unable to meet for the rest of the year. This group is for people who have been working through their grief and provides an opportunity for them to meet and share. The possibility of the team providing bereavement support over the telephone, on a one to one basis, was discussed but without specific training this was not considered appropriate.

A large amount of the Pastoral care this year has been done differently. Support has been given over the phone both by the clergy and members of the congregation. Our work can be seen in the encouragement, practical support and care shown to friends, neighbours and our community, through volunteer work, donations and our prayers.

Missionary and Outreach Work.

Community outreach is an essential part of our mission which we carry out both collectively but also individually through our everyday encounters and actions. Working together with St Peter's church school is an important aspect of this work, as is supporting and joining in with local community groups and initiatives.



St Peters Voluntary Aided Church of England Primary School.
The school is a key part of our mission and a focus for our work in the community. Members of the PCC have a responsibility to support the school and ensure it maintains its Christian values. it is responsible for the nomination and approval of the 7 Foundation Governors who represent the church and who work to ensure the school develops with this Christian ethos in mind. Rev'd Paul is an ex-officio member of the Governing body and is currently Chair of the Board of Governors.

Many of the special activities and initiatives such as art in advent, the prayer space at school in July, did not happen this year.

Restrictions at the school meant that school assemblies had to be pre-recorded and limited any real interaction. The Christingle service was pre-recorded for children to watch in their classrooms. Thankfully, the clergy were able to take the December end of term service in the playground, the children were delighted to see Spooky the donkey who normally joins us on Palm Sunday.

The PCC continues to explore new ways of supporting and connecting with the school and school families. In response, the school are keen to be involved and do more with us, as and when restrictions are lifted.

Little Fishes
The 'Little Fishes' group for babies, pre-school children and their parents/carers continued to operate throughout 2020.

Prior to March 23rd the group met on Friday mornings in the St Peter's Church, Henfield for free play, craft, singing and story time as well as refreshments, between 15 and 20 children regularly attended.

Little Fishes now occurs online with a weekly session that is run by the curate (Harriet and now Heather). The PCC would like to thank James Whittle for running these sessions during the summer.

Parish Magazine
The monthly Parish Magazine continues to be distributed widely throughout the parish and is an essential part of our ministry and outreach. It is an expression of the life of our three churches and a reflection of our beliefs; to some in the village it may be the only Christian contact they have.

Each month during 2020 around 700 magazines were distributed by a team of 47 volunteers. The magazine continues to communicate both Church and Community calendars, news and events, including activities for children and families.

This year, more than ever, the magazine has helped to bring the church and community together not only by ensuring that local news and important information is shared but also through the giving of encouragement, hope and our prayers.

The PCC remains very grateful to Helen Boosey our editor, our new assistant editor Amanda Thibaut and all those involved in the production and distribution of the magazine.

Community Initiatives
We continue to support and get involved with local initiatives, including:
The Henfield Helpline - which was set up to assist the community during the coronavirus pandemic.
The Henfield Food bank - in November, a donation bin was placed in the church porch as part of our ongoing support.
Sustainable Henfield - the Church supported and contributed towards an energy review of the church building. In July the PCC passed a motion to work to becoming carbon neutral by 2030.
The Haven - church members continue to help with the Sunday community lunch which prior to the pandemic was held monthly.

Events and Activities
Normally our three churches hold various events and activities which bring us together with the wider community.

This year we had planned a series of events to celebrate the 1250th anniversary of a church building being dedicated to St Peter, and of Christian worship, on the Henfield site. We were looking forward to a number of visits from former Vicars and Curates, a come and sing performance of Handel's Messiah at Easter, a performance of some of the Mystery plays by the Henfield Theatre company, a Biblethon to read the entire bible over a week, gift day over the Henfield Gardens and Arts weekend.

With the exception of the following events which occurred before March, the majority of planned events had to be cancelled.

We were able to welcome back two former clergy before the first lockdown. In January we welcomed back The Revd Chris Collison, and in March the Revd Ann Caffyn (formerly McNeil). Our thanks go to them for taking the time to come and preach and celebrate with us. We were also able to welcome Bishop Martin who preached at St Peter's, Henfield when it re-opened again for public worship in the summer.

We managed to hold The Memories of St Peter's event in February, where many came and joined us for Sunday tea and to share their memories and photos of St Peters. Some of the parish kept registers of baptisms/christenings and marriage were out in the church, and people enjoyed looking at the entries of their families and loved ones.

It is hoped that some of the planned events can take place at a future date. The PCC thanks all those who had already spent considerable time and effort planning and preparing. The hope is that this will not be wasted.

Other noteworthy things . . .
The PCC is keen to enable and promote new ideas for outreach. This year the churchyard has been used for a number of prayer trails. Following the success of the chalk prayer trail in August, the community were invited to visit our Remembrance trail in November, and to spend time calling to mind those we have loved and lost, and those who gave their lives in conflicts. Just before Christmas there was an advent trail of prayers based on the origins of the hymn 'O come O come Emmanuel'.

We have used social media far more for outreach. In December the community were invited to journey through the Christmas story with us on Facebook.

It was not possible to safely hold the Christmas eve crib service which usually brings in a large number of families who do not regularly attend. Instead of this, an open invite to drop into the church on Christmas eve afternoon, to visit the baby Jesus in the crib, was issued in the Parish Magazine and on Facebook. Children were invited to come dressed as angels, kings, shepherds and nativity animals. They all received a gift and some 100 adults and children visited the church over a 2-hour period.

Charity Giving

During 2020 we continued to support a set number of charities, including two that are local: Family Support work (FSW) and Turning Tides. Both these charities received some of the money donated to the church over the Christmas period. All the October Harvest thanksgiving goods donated in our churches and at St Peter's school were given to FSW to help families in need.

A large percentage of the money that we give to our specific charities is raised through events. This year we have not had the income to sustain the level of giving of previous years.

Financial Review

2020 was a challenging year for the finances of the parish, not least because the closure of our church buildings, and the restrictions that affected the whole country, due to the Covid-19 pandemic saw our income dramatically reduced, whilst general expenditure remained broadly the same. The sale of one of the properties owned by the parish increased our income substantially and the inclusion of the valuation of the 'Blackstone hut' a commercial building in Blackstone whose value had not previously been included in the accounts gave a welcome boost to the financial position of the charity.

- **Income**

During 2020 the total receipts from donations and legacies, and other income on general unrestricted funds received were £141,248 and are detailed in the Financial Statements (2019: £178,795). Our main income is regular planned giving from members of the church congregations, which amounted to £53,905 (2019: £58,682). This was a reduction of around 8% on 2019 and was largely a result of some generous donors dying or moving away. The PCC was again incredibly grateful to all who contributed financially to the parish through planned giving and collections. The Parish Giving Scheme, whereby church members can give to the church regularly by direct debit continues to work well. Using this method, we receive the donation plus gift aid within ten days of the donation being collected from the members' accounts. This is a very efficient way for both the giver and the church. The PCC will continue to promote its use into 2021 as part of a wider strategy to maximise our income.

The total amount of Restricted and Endowment fund income received during 2020 was £4,418 (2019: £59,749).

Within the income receipts of £145,666 the parish benefits substantially from other income (known as 'other trading activities in the financial statements) of £32,663 (2019; £38,399). This includes the fees for Weddings and funerals (£4,491) sales of the parish magazine and advertisement fees

(£20,449) and rent received from property and from the lettings of Church House in Henfield (£7,723), (2019: £6,564, £20,222, £11,613 respectively).

The PCC had agreed to dispose of Woodmancote Parish Hall in 2019 after the CIO (Charitable Incorporated organisation) set up to renovate the property and lease the hall from the PCC failed to raise the funds required. The Vicar and Churchwardens of Woodmancote accepted an offer and in September the proceeds of the sale totalling £544,579 were received into general parish funds.

- **Expenditure**

Total payments from unrestricted funds were £171,575 (2019: £178,795) and are also detailed in the Financial Statements. Taking into account gains on investments and transfers between funds the net movement on unrestricted funds resulted in a surplus of £575,995 (2019: £7,518).

The largest expenditure of the PCC was the Parish Contribution to the Diocese to cover ministry costs. This amounted to £74,035 (2019: £65,477). This amount covers all of the cost to the parish of the housing, stipend, national insurance and pension costs of the clergy and includes a contribution towards Diocesan and national church costs. It remains PCC policy to strive towards paying 100% of the costs allocated to the parish.

Church running expenses and upkeep of the two churchyards in Henfield and Woodmancote are the next largest items of expenditure totaling £28,825 (2019: £37,024). This cost includes caring for the fabric of the 3 grade 2* listed buildings.

The closing balances in the unrestricted, restricted and endowment funds as at 31 December 2020 were £698,356, £44,428, and £70,507 respectively (2019: £122,361, £46,415, £66,058). Total funds stood at £813,291 (2019: £234,834).

- **Reserves policy**

The PCC reviewed its reserves policy in 2020 and agreed to maintain an unrestricted balance on the general fund that is equivalent to 3 months of unrestricted expenditure, currently £40,000. It is PCC policy to invest funds' balances with the CBF Church of England deposit fund and in 2021 the PCC will review its investment policy and consider whether long term investments that provide both an income and capital growth is appropriate as part of a medium to long term financial strategy and future sustainability.

Free reserves at 31 December 2020 totalled £614,462 (2019: £38,467).

Future Plans

2020 was undoubtedly a challenging year for everyone, and that included the churches that make up the ecclesiastical parish of Henfield with Shermanbury and Woodmancote. The closure of our church buildings meant that many of our usual activities had to be suspended. Fundraising events were postponed and the events to celebrate the 1250th anniversary of a church building dedicated to St Peter at Henfield had to be cancelled. This had a major impact on the funds available. However, the

sale of Woodmancote Parish Hall helped the financial position of the charity enormously and allowed the PCC to continue to pay liabilities as they arose.

The year 2021 will largely be spent considering how best to service the community post-covid pandemic. The Worship and Mission committee will continue to review worship and make recommendations to the PCC that ensure we honour the past, the present and also look to the future, specifically looking at opportunities to encourage families to engage in worship.

During 2021 the Quinquennial reports on all three Church buildings are due and the PCC will allocate a sum of money to ensure that any repairs highlighted by the inspecting church architect can be undertaken in a timely manner. The PCC will also look to complete some projects on the church buildings which have been at the planning stage for some time.

After receiving planning permission in 2019 the PCC applied to the Diocesan Chancellor for a faculty to allow a small accessible toilet building to be built at St Giles' Shermanbury. There is still some fundraising to do but once the final permission is received this will certainly make life so much more comfortable for visitors at events and for weddings and funerals, as well as contributing towards making the future more sustainable.

At Woodmancote it has been felt for some time that the path leading to the church is dark, especially in winter. It has been noted too that the carpark and the churchyard are popular places for people to park and go for a walk and it is felt tht new noticeboards to welcome visitors would be very worthwhile. The PCC will apply to the Diocesan Advisory Committee for low lighting to be installed along the footpath as well as improved lighting in the carpark, together with new notices boards at the lychgate, carpark and by the church door. It is hoped that this will remind the local community that Woodmancote remains open, and that the congregation wish to welcome newcomers and visitors. The new electric boiler fitted in the autumn of 2020 will further enhance the welcome people receive.

Finally, due to a generous donation, the PCC will apply for a projector and a screen (which will be hidden behind the chancel arch when not in use) to be installed at Henfield Church. This will help considerably when St. Peter's School come into Church to worship but will also be useful for some Sunday services and as well as any new initiatives or events in the future. The success of Live-Streamed worship means that as part of this project the PCC will seek to install a permanent camera that will enable us to livestream services without relying on phone cameras which is what is currently being used.

The PCC will also review its investment policy in 2021 and consider investing a substantial proportion of funds received from the sale of Woodmancote Hall. The PCC will want to see some growth in the investment and a regular income to help ensure long term viability.

After a year with limited congregational worship the Vicar, Churchwardens and PCC will promote worship in all three church buildings. To that end the Vicar and PCC will also continue the search for a new Director of Music who can work with the music team across the parish.

Trustees' responsibilities in relation to the accounts

The Charities Act 2011 requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that year.

In preparing these accounts, the trustees are required to:

select suitable accounting policies and then apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent; and

prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the PCC by



The Rev's Paul Doick. Chairman.

17 MARCH 2021.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Statement of Financial Activities (Including Income & Expenditure Account)

Year Ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	106,867	3,648	-	**110,515**	*197,555*	
Other trading activities	32,663	-	-	**32,663**	*38,399*	
Investments	1,718	770	-	**2,488**	*2,590*	
Other income	-	-	-	**-**	-	
Total income	**141,248**	**4,418**	**-**	**145,666**	*238,544*	*2*
Expenditure on:						
Raising funds	86	-	-	**86**	*1,986*	
Charitable activities	144,987	5,905	-	**150,892**	*159,663*	
Other trading activities	26,502	-	-	**26,502**	*24,030*	
Total expenditure	**171,575**	**5,905**	**-**	**177,480**	*185,679*	*3*
Net gains (or losses) on investments	605,822	-	4,449	**610,271**	*10,785*	*7*
Transfers between funds	500	(500)	-	**-**	-	*11*
Net income/(expenditure) and net movement in funds	**575,995**	**(1,987)**	**4,449**	**578,457**	*63,650*	
Reconciliation of funds:						
Total funds brought forward	122,361	46,415	66,058	**234,834**	*171,184*	
Total funds carried forward	**698,356**	**44,428**	**70,507**	**813,291**	*234,834*	

All activities are continuing.

There are no recognised gains/losses other than those shown on the Statement of Financial Activities.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Balance Sheet

As at 31 December 2020

	Total Funds 2020	*Total Funds 2019*	*Notes*
	£	*£*	
Tangible assets	**83,894**	*83,894*	
Investments	**150,288**	*84,596*	
Total fixed assets	**234,182**	*168,490*	*7*
Debtors	**2,408**	*5,657*	*9*
Cash at bank and in hand	**590,564**	*75,725*	*13*
Total current assets	**592,972**	*81,382*	
Creditors: Amounts falling due within one year	**(13,863)**	*(15,038)*	*10*
Net current assets	**579,109**	*66,344*	
Total assets less current liabilities/net assets	**813,291**	*234,834*	
The funds of the charity:			
Endowment funds	**70,507**	*66,058*	
Restricted funds	**44,428**	*46,415*	
Unrestricted funds	**698,356**	*122,361*	
Total charity funds	**813,291**	*234,834*	*8/11*

This Annual Financial Report, for the year ended 31st December 2020, including the notes following, was approved by the PCC and signed on its behalf by The Revd Paul Doick, PCC Chairman

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Date 17th March 2021

1 Accounting policies

a Statutory Information

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote is a charity registered in England and Wales. The Charity's registered number and principal address can be found in the Charity's information page.

b Accounting Convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), effective 1st January 2015.
The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the Charity's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The functional currency of the charity is pounds sterling and items are rounded to the nearest pound.

c Income and endowments

All income and endowments are accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies
Collections are recognised when received.
Planned giving receivable is recognised when there is evidence of entitlement, receipt is possible, and the amount accords with the Gift Aid declaration or other record of intention to donate.
Gift aid recovered is recognised when the income to which it is attached is recognised.
Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Other trading activities
Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.
Sales of magazines and study notes are recognised when received.
Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investments
Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.

All other income
All other income is recognised in accordance with the above overall policy.

Gains and losses on investments
Realised gains are recognised when the investments are sold.
Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments (including investment properties) are stated at fair value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

g Current Liabilities

Creditors and provisions are recognised where the Charity has a present obligation resulting from a present event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h Estimates and judgements

In the application of the charity's accounting policies, the PCC are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised. The PCC do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements (Continued)
Year Ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*
	£	£	£	£	£	*£*
2 Analysis of income and endowments:						
Planned giving (excl. tax refunds)	51,069	-	-	-	**51,069**	*56,982*
Planned giving (no tax refunds)	1,473	1,363	-	-	**2,836**	*1,700*
Loose cash collections	6,946	-	123	-	**7,069**	*15,371*
Summer fete	-	-	-	-	**-**	*4,621*
Jumble sale	1,070	-	-	-	**1,070**	*540*
Fundraising	2,230	285	-	-	**2,515**	*7,262*
Sundry donations and special appeals	5,685	2,000	20,000	-	**27,685**	*15,839*
Gift Aid recoverable	15,730	-	-	-	**15,730**	*7,184*
Legacies	-	-	-	-	**-**	*750*
Grants	2,541	-	-	-	**2,541**	-
Transfer of Warner/West investments	-	-	-	-	**-**	*15,833*
Asset transfer upon parish merger*	-	-	-	-	**-**	*71,473*
Donations and legacies	**£86,744**	**£3,648**	**£20,123**	**£-**	**£110,515**	*£197,555*
Sales of the parish magazine	-	-	4,205	-	**4,205**	*4,997*
Church centre hiring fees	-	-	6,223	-	**6,223**	*10,113*
Rent	1,500	-	-	-	**1,500**	*1,500*
Magazine advertisement fees	-	-	16,244	-	**16,244**	*15,225*
Fees for weddings & funerals	4,491	-	-	-	**4,491**	*6,564*
Other trading activities	**£5,991**	**£-**	**£26,672**	**£-**	**£32,663**	*£38,399*
Bank & CBF deposit interest	204	-	-	-	**204**	*375*
Dividends received	1,514	770	-	-	**2,284**	*2,215*
Investments	**£1,718**	**£770**	**£-**	**£-**	**£2,488**	*£2,590*
Archdeacon loan cancellation	-	-	-	-	-	-
Other income	**£-**	**£-**	**£-**	**£-**	**£-**	*£-*
Total received on all funds	**£94,453**	**£4,418**	**£46,795**	**£-**	**£145,666**	*£238,544*

*The asset transfer upon parish merger represents net assets transferred to the combined parish at the time of the merger. Further details can be found in note 15 of the accounts.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*	*Notes*
	£	£	£	£	£	£	
3 Analysis of expenditure on:							
Summer fete	-	-	-	-	-	*759*	
Other fundraising (non-trading) costs	86	-	-	-	**86**	*1,227*	
Raising funds	**£86**	**£-**	**£-**	**£-**	**£86**	*£1,986*	
Missionary and charitable giving	500	919	-	-	**1,419**	*2,765*	*4*
Ministry:							
diocesan parish contribution	74,035	-	-	-	**74,035**	*65,477*	
benefice office costs	7,266	-	-	-	**7,266**	*7,919*	
Staff	16,066	-	-	-	**16,066**	*18,471*	
Upkeep of services	1,687	-	102	-	**1,789**	*4,512*	
Church running expenses	18,763	802	-	-	**19,565**	*26,705*	
Upkeep of churchyard	8,543	717	-	-	**9,260**	*10,319*	
Parsonage houses	6,385	-	-	-	**6,385**	*6,143*	
Mission projects	-	-	-	-	**-**	*408*	
Church utility bills	7,874	-	-	-	**7,874**	*8,790*	
Renovations	-	3,467			**3,467**	*3,995*	
Support costs	3,766	-	-	-	**3,766**	*4,159*	*6*
Charitable activities	**£144,885**	**£5,905**	**£102**	**£-**	**£150,892**	*£159,663*	
Church hall running costs	5,766	-	6,095	-	**11,861**	*8,687*	
Parish magazine costs	-	-	14,641	-	**14,641**	*15,343*	
Other trading activities	**£5,766**	**£-**	**£20,736**	**£-**	**£26,502**	*£24,030*	
Total expended on all funds	**£150,737**	**£5,905**	**£20,838**	**£-**	**£177,480**	*£185,679*	

Support costs include governance costs of £1,980 which solely relate to fees associated with the independent examination of the church accounts (2019: £2,100).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*
	£	£	£	£	*£*
4 Missionary and charitable giving:					
Bishops discretionary fund	-	-	-	**-**	*304*
Church Mission Society	-	-	-	**-**	*202*
Family Support Work	125	130	-	**255**	*302*
The Children's Society	-	664	-	**664**	*1,202*
Royal British Legion	250	-	-	**250**	*653*
Turning Tides	125	125	-	**250**	*102*
	£500	**£919**	**£-**	**£1,419**	*£2,765*

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*
	£	£	£	£	*£*
5 Staff costs, staff numbers and key management personnel					
a Remuneration					
Wages and salaries	16,066	-	-	**16,066**	*18,471*
	£16,066	**£-**	**£-**	**£16,066**	*£18,471*

The average number of staff was 4 (2019: 4).

No person received remuneration in excess of £60,000 in 2020 or 2019.

During the year the PCC employed two organists, an administrator and a cleaner, all part time.

b Payments to PCC members

No PCC members, nor persons closely connected with them, received any form of remuneration in respect of their work as a member of the PCC. No members of the senior management team were paid though the Charity's payroll (2019: none). Expenses of telephone, travelling etc. amounting to £3,118 were reimbursed to four members of the PCC (2019: £2,984 was reimbursed to three members of the PCC)

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*
	£	£	£	£	*£*
6 Support/governance					
Accounts production/independent examination	1,980	-	-	**1,980**	*2,100*
Other admin	1,786	-	-	**1,786**	*2,059*
	£3,766	**£-**	**£-**	**£3,766**	*£4,159*

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020
	£	£	£	£
7 Fixed Assets				
a Investments				
Fair value 1 January 2020	18,538	-	66,058	**84,596**
Net gains and revaluation	61,243	-	4,449	**65,692**
Fair value 31 December 2020	**£79,781**	**£-**	**£70,507**	**£150,288**

	Freehold land and buildings	Total fixed assets
	£	£
b Tangible fixed assets		
Cost or valuation		
At 1 January 2020	83,894	**83,894**
At 31 December 2020	**£83,894**	**£83,894**
Net book value		
At 31 December 2020	**£83,894**	**£83,894**
At 31 December 2019	**£83,894**	**£83,894**

The freehold land and buildings comprise Church House. For accounting purposes the historical cost of this property was £83,894.

Investments include an investment property with a value of £60,000, revalued by Marcs Grimes FNES MARLA of Marcus Grimes Estate Agents on 6 October 2020. Remaining investments represent cash invested to generate returns.

Total gains in the Statement of Financial activities of £610,271 comprise realised gains on the sale of a property of £544,579 (2019: £nil), unrealised gains on the Blackstone Hut property of £60,000 (2019: £nil) and unrealised gains on investments of £5,692 (2019: £10,785) .

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements (Continued)
Year Ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	*Total Funds 2019*	*Notes*
	£	£	£	£	*£*	
8 Analysis of net assets by fund 2020						
Fixed assets for church use	83,894	-	-	**83,894**	*83,894*	
Investment fixed assets	79,781	-	70,507	**150,288**	*84,596*	
Current assets	548,544	44,428	-	**592,972**	*81,382*	
Current liabilities	(13,863)	-	-	**(13,863)**	*(15,038)*	
	£698,356	**£44,428**	**£70,507**	**£813,291**	*£234,834*	
Analysis of net assets by fund 2019						
Fixed assets for church use	83,894	-	-	**83,894**	*83,894*	
Investment fixed assets	18,538	-	66,058	**84,596**	*35,590*	
Current assets	34,967	46,415	-	**81,382**	*61,978*	
Current liabilities	(15,038)	-	-	**(15,038)**	*(10,278)*	
Long term liabilities	-	-	-	**-**	*-*	
	£122,361	**£46,415**	**£66,058**	**£234,834**	*£171,184*	
9 Debtors						
Aged Receivables	-	-	-	**-**	*578*	
Income tax recoverable	1,146	-	-	**1,146**	*3,349*	
Prepayments and accrued income	1,262	-	-	**1,262**	*1,730*	
	£2,408	**£-**	**£-**	**£2,408**	*£5,657*	
10 Creditors: amounts falling due within one year						
Aged Payables	3,235	-	-	**3,235**	*3,493*	
Deferred income	8,648	-	-	**8,648**	*9,445*	
Accruals	1,980	-	-	**1,980**	*2,100*	
	£13,863	**£-**	**£-**	**£13,863**	*£15,038*	

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

Notes to the Financial Statements (Continued)

Year Ended 31 December 2020

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
11 Statement of funds					
Endowed Fund					
Dunlop	7,990	-	-	495	8,485
Nellen	958	-	-	64	1,022
Hibberd/King	24,753	-	-	1,703	26,456
Paine	8,511	-	-	585	9,096
Graves Trust (Woodmancote)	8,013	-	-	546	8,559
Warner (Woodmancote)	12,383	-	-	826	13,209
West (Woodmancote)	3,450	-	-	230	3,680
	£66,058	**£-**	**£-**	**£4,449**	**£70,507**
Restricted Funds					
Churchyard	540	562	(467)	-	635
The Friends of St Peter's Church	13,745	1,000	-	-	14,745
Dunlop	1,216	186	-	(500)	902
Nellen	101	22	-	-	123
Youth and Children	4,451	-	(802)	-	3,649
Woodmancote Fabric	320	180	-	-	500
Friends of St Giles	25,116	1,549	(3,717)	-	22,948
Mission Giving	-	919	(919)	-	-
Woodmancote Organ	926	-	-	-	926
	£46,415	**£4,418**	**(£5,905)**	**(£500)**	**£44,428**
Designated Funds					
Church House Building	83,894	-	-	-	83,894
Church House	10,549	6,223	(6,095)	(1,039)	9,638
Flower fund	758	150	(102)	-	806
Frontal Chest & Porch Doors	-	15,000	-	-	15,000
Morley/Gardiner (Music)	2,825	-	-	-	2,825
The Keys	1,285	-	-	-	1,285
Parish Magazine	1,641	20,572	(14,641)	(5,000)	2,572
Screen & Projector	2,951	4,850	-	-	7,801
Lockyer/Blakeney/Vaughan	2,738	-	-	-	2,738
Woodmancote Coffee	1,149	-	-	-	1,149
Woodmancote Fabric	9,247	-	-	-	9,247
	£117,037	**£46,795**	**(£20,838)**	**(£6,039)**	**£136,955**
Unrestricted Funds					
General fund	5,324	94,453	(150,737)	612,361	561,401
	£5,324	**£94,453**	**(£150,737)**	**£612,361**	**£561,401**
Total funds	**£234,834**	**£145,666**	**(£177,480)**	**£610,271**	**£813,291**

11 Statement of funds (continued)

Restricted Funds comprise:-

- Churchyard: Funded by the Hibberd/King endowment to help finance the upkeep of St Peter's Church (Henfield) churchyard.
- The Friends of St Peter's Church: Holds funds provided by The Friends of St Peter's Church, an independent organization. Its purpose is to raise money for the fabric of St Peter's Church, Henfield.
- Dunlop: Receiving income from the endowment of the same name, expenditure is at the discretion of the Vicar of St Peter's Church (Henfield).
- Nellen: This is funded from the Nellen endowment and provides finance in connection with altar frontals.
- Youth and Children's Fund: Set up to provide funding for youth and children's activities.
- Woodmancote Fabric: Holds funds donated/raised specifically for the upkeep of the fabric of St Peter's Church, Woodmancote.
- Friends of St Giles: Overseen by a committee of the PCC which raises funds for the fabric of St Giles Church, Shermanbury.
- Woodmancote Organ: Established to provide money for the organ at St Peter's Church, Woodmancote.

Designated Funds comprise:-

- Church House Building: This is the historical value of Church House, the church hall at St Peter's Church, Henfield.
- Church House: Receives income from lettings and meets expenditure in connection with the maintenance and upkeep of the building.
- Flower Fund; Used to fund flower arrangements for St Peter's Church, Henfield.
- Morley/Gardiner (Music): Established to help fund musical and related activities.
- The Keys: Funds arise from events, such as concerts, the proceeds of which are often donated to other charities.
- Parish Magazine: Holds income from the magazine and meets its costs.
- Screen and Projector: Holds funds designated for the installation of a screen and projector at St Peter's Church, Henfield.
- Lockyer/Blakeney/Vaughan: Contains legacies that the PCC decided to set aside for possible future projects

Endowed Funds comprise:-

- the Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- the Nellen bequest to be spent on Altar-frontals;
- the Dunlop bequest to be spent at the Vicar's discretion;
- the Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- the Warner fund is endowed with income to be used for upkeep of the churchyard;
- and West funds is endowed with income to be used for upkeep of the churchyard.

No income is received from the Paine bequest.

Transfers between funds relate to reallocations as considered necessary by the PCC.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Notes to the Financial Statements (Continued)
Year Ended 31 December 2020

12 Statement of Financial Activities 2019

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total All Funds 2019	Notes
	£	£	£	£	
Income and endowments from:					
Donations and legacies	138,580	36,370	22,605	**197,555**	
Other trading activities	38,399	-	-	**38,399**	
Investments	1,816	774	-	**2,590**	
Other income	-			**-**	
Total income	**178,795**	**37,144**	**22,605**	**238,544**	2
Expenditure on:					
Raising funds	1,614	372	-	**1,986**	
Charitable activities	147,024	12,639	-	**159,663**	
Other trading activities	24,030	-	-	**24,030**	
Total expenditure	**172,668**	**13,011**	**-**	**185,679**	3
Net gains/(losses) on investments	2,922	-	7,863	**10,785**	
Transfers between funds	(1,531)	1,531	-	-	
Net income/(expenditure) and net movement in funds	**7,518**	**25,664**	**30,468**	**63,650**	
Reconciliation of funds:					
Bank accounts at 1 January 2019	114,843	20,751	35,590	**171,184**	
Bank accounts at 31 December 2019	**£122,361**	**£46,415**	**£66,058**	**£234,834**	

13 Analysis of cash and cash equivalents

	Total Funds 2020	Total Funds 2019
	£	£
Cash in hand	**152,928**	38,089
Notice deposits (less than 3 months)	**437,636**	37,636
Total cash and cash equivalents	**£590,564**	£75,725

14 Related parties and transactions

There were no related party transactions during 2020 or 2019 other than those outlined in note 5 of these accounts.

15 Merger

On 1 January 2019, the parishes of St Peter's Henfield, St Glles Shermanbury and St Peter's Woodmancote were merged to form the Parish of Henfield with Shermanbury and Woodmancote. Assets were transferred at fair value at this date.

The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote
Report of the Independent Examiner
Year Ended 31 December 2020

Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury and Woodmancote

I report on the accounts of the Charity for the year ended 31 December 2020.

Responsibilities and basis of report

The members of the PCC 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 accounts carried out under the Church Accounting Regulations and section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or

(2) the 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jonathan Aikens ACA, DChA
for and on behalf of
TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

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