

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)	<i>Parish Safeguarding Officer</i>	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)	<i>Children and Family Lay Minister</i>	2023
	Robert Clark (H)		2023
	Nicholas Cryer (H)		2023
	Richard Kendall (H)	<i>PCC Treasurer</i>	2023
	Katrina Phipps (H)	<i>PCC Secretary</i>	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 Communion, 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 I 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 I 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 stay in touch, please contact the parish office. Email admin@henfield.org

Our Data Privacy policy is available on the church website henfield.org

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.

1st 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 that 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



Date 17th March 2021

St. Peter's Church Henfield
Notes to the Financial Statements (Continued)
Year Ended 31 December 2020

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.

St. Peter's Church Henfield
Notes to the Financial Statements (Continued)
Year Ended 31 December 2020

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:							
<i>diocesan parish contribution</i>	74,035	-	-	-	74,035	65,477	
<i>benefice office costs</i>	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).

**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
	£	£	£	£	£
4 Missionary and charitable giving:					
<i>Bishops discretionary fund</i>	-	-	-	-	304
<i>Church Mission Society</i>	-	-	-	-	202
<i>Family Support Work</i>	125	130	-	255	302
<i>The Children's Society</i>	-	664	-	664	1,202
<i>Royal British Legion</i>	250	-	-	250	653
<i>Turning Tides</i>	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					
<i>Wages and salaries</i>	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 through 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					
<i>Accounts production/independent examination</i>	1,980	-	-	1,980	2,100
<i>Other admin</i>	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

**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**

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	<i>Notes</i>
	£	£	£	£	
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

**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**

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 Giles 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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