

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

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CONTENTS

	Page
Administrative information	3
Structure, Governance and Management	4
Safeguarding, Health & Safety and Data Protection (GDPR)	7
Aim and Purposes	9
Objectives and Activities	9
Achievements and Performance	10
Review of the Year	11
Worship Prayer and Discipleship	11
Provision of Pastoral Care for people in the parish	15
Mission and Outreach	16
Financial Review	20
Future Plans	21
Trustees' Responsibilities in Relation to the accounts	23
Statement of Financial Activities	24
Balance Sheet	25
Notes to the Accounts	26
Report of the Independent Examiner	37

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)	<i>Parish Safeguarding Officer</i>	2022
	Richard Putnam (S)		2022
	Virginia Ward (S)		2022
	Roger Moulton (W)		2022
	Barry Chaston (W)		2022
	Nigel Higson (H)	<i>Elected APCM 2021</i>	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)	<i>Children and Family Lay Minister until 14/03/2021</i>	
	Helen Boosey(H)		2022
	Julia Simpson (S)		2022
	Angela Underwood (W)		2022
	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
	Pamela Chaston (W)	<i>Elected APCM 2021</i>	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 Level 1 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 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. 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 Sunday 19th 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 Sunday 12th 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 Sunday 19th 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)

1st, 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 Prince 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 Peter's 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 II* 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 to 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

A handwritten signature in black ink, appearing to read 'Paul Doick', written over a horizontal line.

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	<i>Total Funds 2020</i>	<i>Notes</i>
	£	£	£	£	£	
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	<i>Total Funds</i> <i>2020</i>	<i>Notes</i>
	£	£	
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

St. Peter's Church Henfield

Notes to the Financial Statements (Continued)

Year Ended 31 December 2021

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 as 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 2021

	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:							
<i>diocesan parish contribution</i>	74,300	-	-	-	74,300	74,035	
<i>benefice office costs</i>	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).

**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	Endowed Funds	Total Funds 2021	<i>Total Funds 2020</i>
	£	£	£	£	£
4 Missionary and charitable giving:					
<i>The Children's Society</i>	300	-	-	300	664
<i>Royal British Legion Poppy Appeal</i>	450	-	-	450	250
<i>Turning Tides</i>	500	-	-	500	250
	£1,250	£-	£-	£1,250	£1,419

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	<i>Total Funds 2020</i>
	£	£	£	£	£
5 Staff costs, staff numbers and key management personnel					
a Remuneration					
<i>Wages and salaries</i>	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 PCCmembers

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 (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	<i>Total Funds 2020</i>
	£	£	£	£	£
6 Support/governance					
<i>Accounts production/independent examination</i>	2,040	-	-	2,040	1,980
<i>Other admin</i>	5,262	305	-	5,567	1,786
	£7,302	£305	£-	£7,607	£3,766

**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	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 FRES 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).

**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	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

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

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.

**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

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	

**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

13 Analysis of cash and cash equivalents

	Total Funds <u>2021</u>	<i>Total Funds <u>2020</u></i>
	<i>£</i>	<i>£</i>
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