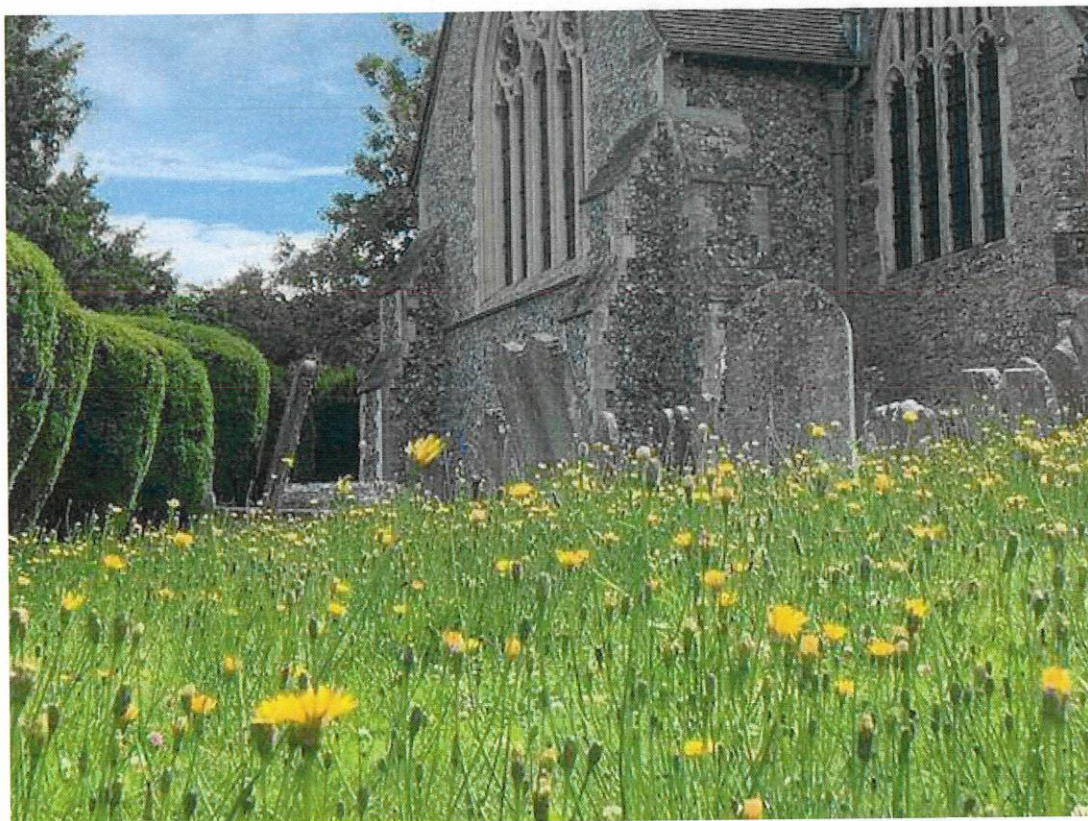


The Parish of Henfield with Shermanbury and Woodmancote

"Learning, Living and Sharing God's Love"



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

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

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

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

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

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Administrative information

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

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

	Name	Position	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>	2023
	Nigel Higson (H)		2023
	Barry Chaston (W)		2023
	Vacancy (W)		
	Richard Putnam (S)	<i>Deputy Churchwarden (without legal responsibility)</i>	2023
	Jan Pool (S)		2023
Deanery Synod	Jan Doick (H)		2023
	Heather McFarlane-Cryer (H)		2023
	Sidonie Stevens (H & W)		2023
	Richard Putnam (S)		2023
Elected PCC members	Nicholas Cryer (H)		2023
	Richard Kendall (H)	<i>PCC Treasurer</i>	2023
	Katrina Phipps (H)		2023
	Sue Ashton (S)		2023
	Nan Langhorne (S)		2023
	Sue Gunn (W)		2023
	Pamela Chaston (W)		2024
<i>Elected May 2022:</i>	Helen Boosey(H)		2025
	Karen Williamson (H)		2025
	Angela Underwood (W)		2025
	Caroline Charman (H)		Resigned

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Structure, Governance and Management

The Parochial Church Council

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

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

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

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

The PCC met 6 times during the year.

Remembering past members of the PCC

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

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

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

Deanery Synod

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

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

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

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

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

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

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

Management and Committees

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

The following committees met in 2022.

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

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

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

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

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

Trusts and other organisations connected with the parish

There are two to note:

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

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

Safeguarding, Health and Safety and Data Protection (GDPR)

Safeguarding

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

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

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

During the year we have:

- **Ensured compliance to our Level 1 of SQP (Simple Quality Protects) safeguarding practices and maintained the 'evidence' folders of documents.**
These practices ensure that our basic day-to-day activities in church are safe and that we operate as safely as possible in our interaction with both children and adults.
They cover policies put in place by the PCC, how this supports good safeguarding and how compliance is monitored.
- **Ensured all those appointed to roles with a safeguarding responsibility have undertaken the relevant training and that this is kept up to date.**
All those required to undertake, or renew, their C2 Leadership training have done so.
All PCC members continue to be requested to complete the C0 (Basic Awareness) training module.
The following change has been communicated and implemented: Retired clergy with Permission to Officiate only need to carry out C2 Leadership if they work with children, the vulnerable, and pastoral care including Pastoral Offices.
- **Ensured all Disclosure and Barring Service (DBS) checks for existing volunteers remain up to date.**
DBS checks have been carried out for individuals who take on new roles that require e.g. Children's Church, Pastoral Care etc.
The following two changes have been communicated and implemented: i) The DBS renewal period has been reduced from 5 to 3 years for all new and updated applications. This is in line with The Charity Commission. ii) New members to the PCC (other than the Clergy and Parish Safeguarding Officer) no longer need to complete DBS checks because we are not classed as a children's charity.
- **Identified risks to which all might be exposed.**
These have been reviewed and where applicable systems and procedures have been established to manage the risks. Risk assessments have been carried out/updated as necessary.
- **Ensured Safeguarding is integral to our work.**
Safeguarding has continued to be an agenda item for all PCC meetings, and for other meetings as appropriate i.e. Standing Committee and Pastoral Care Group.

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Health and Safety

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

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

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

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

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

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

Data Protection (GDPR)

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

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

Our Data Privacy policy is available on the church website.

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Aim and Purposes

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

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

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

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

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

Objectives and Activities

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

In particular we have focused on:

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

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

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

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

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

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Screen projector and live stream camera system.

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



Outside lighting and new signage at Woodmancote.

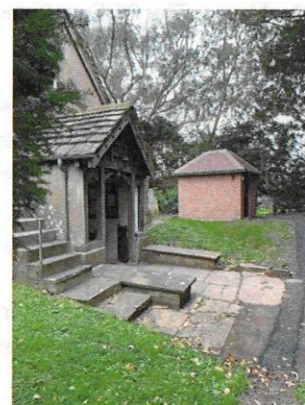
The installation of low lighting along the footpath was due to be installed in November but was delayed by bad weather. This work, has now been completed. The new lighting will encourage and benefit those attending services, particularly during the winter months. The new signage will be in place soon,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



Toilet facilities at Shermanbury.

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

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



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

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

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

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

- **Managing and growing our limited resources, and encouraging more volunteers.** The PCC is responsible for raising the funds necessary to carry out 'mission' work. This is achieved through fund raising but also through the promotion of regular giving, donations and legacies etc. We rely heavily on the money kindly donated by our parishioners and others, and on people undertaking voluntary church work. A key aim is to encourage more volunteers and to concentrate limited resources on delivering those activities of most benefit to the community.
- In 2022 a contactless donation device was installed in the church at Henfield to facilitate giving. The PCC also agreed a Legacy Policy which will hopefully allay any fears that people may have about leaving a legacy to the church. New volunteers came forward to help with the Little Fishes group and the Bereavement Support Group, and many people from all three churches helped with two of our main fundraising events: the church fete and the Garden and Arts weekend cafe. It would be good to recruit some additional volunteers to help with the monthly Community Lunch at the Haven. The PCC recognises the constraints that prevent people from getting involved.

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

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

Achievements and performance

Electoral roll numbers

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

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

Church Attendance

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

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

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

The average attendance at St Giles Shermanbury was 18 (14 in 2021). Easter Day attendance was 18 (15 in 2021). At Christmas a total of 33 people (33 in 2021) attended the Carol service on Sunday 11th December. The Holy Communion service on Christmas Day was cancelled due to local flooding.

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

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

These figures above do not include those that participate online. On average 70 people a week participated in the Sunday services at Henfield which are both live streamed.

A similar number of people watch the online Evening Prayer service from the vicarage on Wednesday evening and/or Morning Prayer and prayer walk on Thursday.

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

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

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Review of the year

Worship, Prayer and Discipleship

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

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



Services and Service Pattern

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

The following changes occurred:

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

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

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

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

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

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

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

Harvest Sunday was celebrated in October.

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

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

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

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

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

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

Children's Church

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

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

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

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

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

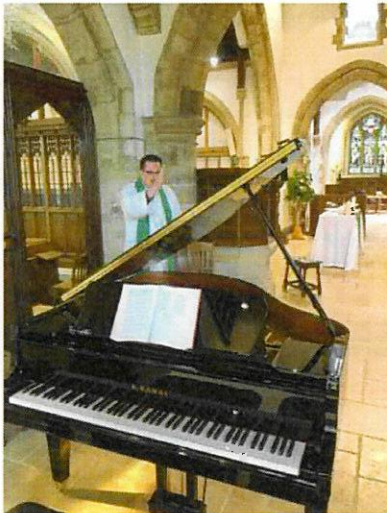
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Music

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



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

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

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

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

of services.

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

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

Spiritual Growth

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

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

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

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

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

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

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

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

Parish Giving

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

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

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

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

Provision of pastoral care for people in the parish

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

Home Communion, Care Homes and Self-Help Group

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

Pastoral visiting and care

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

Bereavement Support Group

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

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

Baptism Families and Wedding Couples

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

Ministry of Welcome

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

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

Missionary and Outreach

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

St Peters Voluntary Aided Church of England Primary School

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

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

We are looking for Governors of any age or background and would especially welcome applicants with legal, human resources, communications and managing buildings experience.

But whoever applies we simply want people committed to our Christian ethos and to the education of our children. This is such an important part of our service to the community, if you want to contribute to the success of our Church Primary School, then do speak to Rev'd Paul.

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

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

The PCC continues to explore new ways of supporting and connecting with the school and school families. Plans for launching a children's choir have been discussed with the school and we will continue to work towards this goal in 2023.

Little Fishes

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

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

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

Parish Magazine

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

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

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

Contact was made with a representative from the Shell Garage as part of our outreach to the community. We are awaiting confirmation from Shell concerning sale of the Magazine at the garage.

At the time of writing this report (February 2023), Budgens has ceased trading. Sainsburys will be approached to continue this valuable area of magazine sales.

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

The magazine helps to bring the church and community together not only by ensuring that Church news, local news and important information is shared but also through the giving of encouragement, hope and our prayers. It is a valuable income stream for our three churches.

Help with distribution is particularly needed on the newer developments in Henfield. If you or someone you know would be interested in a voluntary role then do speak to Rev'd Paul or contact Diana Halsey via the Church Office.

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

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Community Initiatives

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

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

Henfield for Ukraine - This group has been set up to assist the people of Ukraine, in particular those who have come to live in our community. The Church, Henfield Parish council, Henfield Medical Centre, BN5 Magazine and Henfield Community Partnership are all working together on this group.

Sustainable Henfield - This is a locally based group of people who want to help reverse both the climate crisis and the decline in the natural world. The church is looking at ways to implement environment care into all aspect of our church life and mission.

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

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

Events and Activities

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

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



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

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

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

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

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

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

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

Charity Giving

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

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

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

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

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

Financial Review

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

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

Income

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

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

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

Expenditure

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

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

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

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

Reserves policy and Investment Policy

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

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

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

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

Paine Endowment

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

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

Future Plans

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

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

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

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

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Trustees Report

As at 31 December 2022

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

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

Signed on behalf of the PCC by



The Rev'd Paul Doick. Chairman.

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

Independent examiners report

As at 31 December 2022

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

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

Responsibilities and basis of report

The members of the PCC are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

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

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

TC Group

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

Dated: 9 May 2023

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

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

All activities are continuing.

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


**The Parochial Church Council of the Ecclesiastical Parish of Henfield with Shermanbury
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Balance Sheet

As at 31 December 2022

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

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


 Date 15th March 2023

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

Notes to the Financial Statements

Year Ended 31 December 2022

1 Accounting policies

a Statutory Information

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

b Accounting Convention

The financial statements have been prepared under the Church Accounting Regulations 2006, as far as currently applicable, in accordance with applicable Charity Law, Financial Reporting Standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), effective 1st January 2015.

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

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Other trading activities

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

Sales of magazines and study notes are recognised when received.

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

Investments

Dividends are accounted for when due and payable.

Interest entitlements are accounted for as they accrue.

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December

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

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 2022

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

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

Notes to the Financial Statements (Continued)

Year Ended 31 December 2022

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

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

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

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

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

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

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

b Payments to PCC members

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

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

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

Notes to the Financial Statements (Continued)

Year Ended 31 December 2022

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

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

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

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

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

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

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

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

Notes to the Financial Statements (Continued)

Year Ended 31 December 2022

	Balances b/fwd 1 Jan 2022	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2022
	£	£	£	£	£
11 Statement of funds					
Endowed Fund					
Dunlop	9,693	-	-	(1,127)	8,566
Nellen	1,169	-	-	(137)	1,032
Hibberd/King	30,240	-	-	(3,560)	26,680
Paine	10,398	-	-	(10,398)	-
Graves Trust (Woodmancote)	9,750	-	-	(1,150)	8,600
Warner (Woodmancote)	15,108	-	-	(1,771)	13,337
West (Woodmancote)	4,210	-	-	(493)	3,717
	£80,568	£-	£-	(£18,636)	£61,932
Restricted Funds					
Churchyard	402	793	-	-	1,195
The Friends of St Peter's Church	15,974	5,240	(12,605)	-	8,609
Dunlop	1,152	256	(200)	-	1,208
Nellen	153	30	-	-	183
Youth and Children	3,649	-	(600)	-	3,049
Woodmancote Fabric	3,556	6,386	-	-	9,942
Friends of St Giles	46,228	4,352	(44,571)	-	6,009
Childrens area	-	-	45	(45)	-
Powell	10,000	1,014	(10,000)	-	1,014
Woodmancote Organ	926	-	-	-	926
The Children's Society	-	474	(474)	-	-
Royal British Legion Poppy Appeal	-	470	(470)	-	-
Family Support Work	-	500	(500)	-	-
	£82,040	£19,515	(£69,375)	(45)	£32,135
Designated Funds					
Church House Building	83,894	-	-	-	83,894
Church House	11,253	8,651	(11,613)	-	8,291
Flower fund	783	270	(268)	-	785
Frontal Chest & Porch Doors	15,000	-	(10,285)	-	4,715
Morley/Gardiner (Music)	2,171	-	(2,171)	-	-
The Keys	1,285	-	(1,000)	-	285
Parish Magazine	2,034	17,684	(15,457)	(2,000)	2,261
Screen & Projector	19,301	-	(19,299)	-	2
Lockyer/Blakeney/Vaughan	2,595	-	(2,595)	-	-
Woodmancote Coffee	1,149	18	-	-	1,167
Woodmancote Fabric	6,901	-	(3,000)	-	3,901
	£146,366	£26,623	(£65,688)	(£2,000)	£105,301
Unrestricted Funds					
General fund	571,890	144,833	(199,283)	(25,894)	491,546
	£571,890	£144,833	(£199,283)	(£25,894)	£491,546
Total funds	£880,864	£190,971	(£334,346)	(£46,575)	£690,914

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

Notes to the Financial Statements (Continued)

Year Ended 31 December 2022

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 2022

11 Statement of funds (continued)

Endowed Funds comprise:-

- the Hibberd/King bequest, a permanent endowment which requires the income to be spent on the Henfield churchyard;
- the Nellen bequest to be spent on Altar-frontals;
- the Dunlop bequest to be spent at the Vicar's discretion;
- the Graves Trust, the income from which is to be spent on maintaining the churchyard at Woodmancote church;
- the Warner fund is endowed with income to be used for upkeep of the churchyard;
- the West funds is endowed with income to be used for upkeep of the churchyard;
- and The Paine Fund is a Stipend Trust with the income being retained by the Diocese. If the capital was ever realised, those funds too would be retained by the Diocese. As explained in more detail in the Financial Review, this investment was removed from our balance sheet as at 31 December 2022.

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

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

12 Statement of Financial Activities 2021

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	114,328	39,616	-	153,944	110,515	
Other trading activities	31,944	-	-	31,944	32,663	
Investments	9,317	1,047	-	10,364	2,488	
Total income	155,589	40,663	-	196,252	145,666	2
Expenditure on:						
Raising funds	20	142	-	162	86	
Charitable activities	151,153	5,017	-	156,170	150,892	
Other trading activities	21,030	-	-	21,030	26,502	
Total expenditure	172,203	5,159	-	177,362	177,480	3
Net gains (or losses) on investments	38,622	-	10,061	48,683	610,271	7
Transfers between funds	(2,108)	2,108	-	-	-	11
Net income/(expenditure) and net movement in funds	19,900	37,612	10,061	67,573	578,457	
Reconciliation of funds:						
Total funds brought forward	698,356	44,428	70,507	813,291	234,834	
Total funds carried forward	718,256	82,040	80,568	880,864	813,291	

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

13 Analysis of cash and cash equivalents

	Total Funds 2022	<i>Total Funds 2021</i>
	£	£
Cash in hand	35,032	<i>127,355</i>
Notice deposits (less than 3 months)	117,636	<i>187,636</i>
Total cash and cash equivalents	£152,668	<i>£314,991</i>

14 Related parties and transactions

There were no related party transactions during 2022 or 2021 other than those outlined in note 5 of these accounts.

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