

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF S.ANDREW WEST TARRING

England & Wales - Charity number 1130723

Details

Other names S.ANDREW'S WEST TARRING PCC

Status Registered

Legal form Previously excepted

Registered 2009-07-24

Register [View on the Charity Commission register](#)

Contact

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Activities

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

Activities: Regular public worship. Pastoral work, visiting the sick and bereaved. Teaching of Christianity. Links to schools. Youth club with a Christian ethos. Promotion of Christianity: events, meetings, literature. Activities for adults and young people. Supporting other charities.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£221,254	£213,175	-	-
2024-12-31	£171,882	£226,266	-	-
2023-12-31	£170,542	£243,543	-	-
2022-12-31	£95,896	£106,400	-	-
2021-12-31	£162,955	£176,108	-	-
2020-12-31	£150,185	£181,046	-	-

Trustees

Name	Role	Appointed
Carol Churchill		2021-05-23
Caroline Emma BIRCH		2020-11-10
Frances Spencer		2015-07-21
GRAHAM LLOYD FABES		2023-04-23
Graham Eldred Hill		2022-05-29
HAZEL DAWN JANE WHITTAKER		
KATHLEEN SHUTTLEWORTH		2016-04-17
LEAH BARRS		2018-04-22
Liz Rita Marie McCarthy		2020-09-27
MARGARET PHYLLIS STURMEY		2011-06-21
PAUL EDWARD HUGH WYTHAME HALSTEAD		2011-06-21
Raye Christine Mills		2023-04-23
STEPHEN PATRICK GROVER STRIPP		2023-04-23
Sophie Sabitti Businge		2021-05-23

Accounts

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DECEMBER 2025**

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Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	36,985	3,209	-	40,195	13,769
Income from charitable activities	59,007	-	-	59,007	49,268
Other trading activities	39,479	-	-	39,479	27,156
Investments	54,507	5,387	-	59,894	73,056
Other income	12,809	9,870	-	22,679	15,627
Total income	202,788	18,466	-	221,254	178,877
Expenditure on:					
Raising funds	1,340	-	-	1,340	1,920
Expenditure on charitable activities	177,673	21,454	-	199,127	223,266
Other expenditure	5,675	7,033	-	12,708	1,080
Total expenditure	184,688	28,487	-	213,175	226,266
Net income / (expenditure) resources before transfer	18,100	(10,021)	-	8,079	(47,389)
Transfers					
Gross transfers between funds - in	8,003	1,066	-	9,069	11,166
Gross transfers between funds - out	(9,069)	-	-	(9,069)	(11,166)
Other recognised gains / losses					
Gains/losses on investment assets	(320)	-	-	(320)	(52)
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
Net movement in funds	16,715	(8,956)	-	7,759	(47,441)
Total funds brought forward	652,941	221,811	-	874,752	922,193
Total funds carried forward	669,656	212,855	-	882,511	874,752

Funds of the church - approved by the Parochial Church Council on 20th February 2026

Margaret Sturmeay	Church Warden	<i>M. Sturmeay</i>
Paul Halstead	Church Warden	<i>P. Halstead</i>
Kathleen Shuttleworth	Hon Treasurer	<i>K. Shuttleworth</i>

Balance Sheet (Summary)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING (*In the Benefice of Maybridge and West Tarring*)
Registered Charity no 1130723

	As at 31/12/2025	As at 31/12/2024
Fixed assets		
Heritage assets	478,429	478,429
Investments	270,581	281,848
	749,010	760,277
Current assets		
Stocks And Work In Progress	105	105
Debtors	5,254	-
Cash At Bank and In Hand	134,733	114,389
Liabilities		
Creditors: Amounts Falling Due In One Year	6,591	20
	6,591	20
Net current assets less current liabilities	133,501	114,474
Total assets less current liabilities	882,511	874,752
Represented by:		
Unrestricted - General Funds	70,032	59,967
Designated		
Designated - Belfry	1,310	1,310
Designated - Capital Reserve Fund	445,000	445,000
Designated - Church Notice Board	59	59
Designated - Church Repairs	75,163	76,943
Designated - Livewire	-	320
Designated - Minor improvements	2,377	2,377
Designated - Music Fund	251	251
Designated - Old Palace	38,899	33,704
Designated - Pat Baker Events Fund	31,345	31,728
Designated - Social & Bookstall	4,743	4,740
Designated - Tower Repairs	1,000	1,000
Designated - Youth Work Projects	(523)	(4,458)
Restricted		
Restricted - Church Maintenance	203,606	213,366
Restricted - Dance School Rent Deposit	1,250	-
Restricted - Flowers	712	683
Restricted - Longmans Tombs & Windows	2,492	2,492
Restricted - Organ Repair	4,644	5,108
Restricted - Pilgrimages	151	160
Fund Totals	882,511	874,752

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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Fund movement summary

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
Belfry							
Designated	1,310	-	-	-	-	-	1,310
Books							
Designated	4,740	-	-	3	-	-	4,743
CapReserve							
Designated	445,000	-	-	-	-	-	445,000
ChMaint							
Restricted	213,366	5,387	16,134	987	-	-	203,606
ChRepairs							
Designated	76,943	876	2,656	-	-	-	75,163
DanceSchool Rent Deposit							
Restricted	-	1,250	-	-	-	-	1,250
Flowers							
Restricted	683	3,209	3,259	79	-	-	712
Livewire							
Designated	320	-	-	-	-	(320)	-
Longmans							
Restricted	2,492	-	-	-	-	-	2,492
MinImps							
Designated	2,377	-	-	-	-	-	2,377
Music							
Designated	251	-	-	-	-	-	251
NoticeBd							
Designated	59	-	-	-	-	-	59
OPalace							
Designated	33,704	33,528	28,332	-	-	-	38,899
OrganRep							
Restricted	5,108	-	464	-	-	-	4,644
PBEvents							
Designated	31,728	873	1,255	-	-	-	31,345
Pilgrim							
Restricted	160	8,620	8,630	-	-	-	151
TowerRep							
Designated	1,000	-	-	-	-	-	1,000
Youthwork							
Designated	(4,458)	12,463	16,528	8,000	-	-	(523)
General							
Unrestricted	59,967	155,050	135,916	(9,069)	-	-	70,032
Totals	874,752	221,254	213,175	-	-	(320)	882,511

Analysis of income and expenditure

	Total					
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS FROM:						
Donations and legacies						
0501 - One-off Gift Aid gifts	-	-	-	-	-	100
0550 - Donations appeals etc	23,158	835	3,209	-	27,203	12,669
0701 - Legacies	12,932	-	-	-	12,932	-
0901 - Other funds generated	60	-	-	-	60	1,000
Donations and legacies Totals	36,150	835	3,209	-	40,195	13,769
Income from charitable activities						
0101 - Gift Aid - Bank	5,715	-	-	-	5,715	4,910
0110 - Gift Aid - Envelopes	5,189	-	-	-	5,189	6,415
0251 - Parish Giving Scheme	15,158	-	-	-	15,158	16,146
0301 - Loose plate collections	10,179	-	-	-	10,179	5,511
0601 - Tax recoverable on Gift Aid	10,071	-	-	-	10,071	9,434
1101 - Fees for weddings and funerals	12,696	-	-	-	12,696	6,852
Income from charitable activities Totals	59,007	-	-	-	59,007	49,268
Other trading activities						
0405 - Fund Raising Events	13,685	-	-	-	13,685	7,781
0902 - Social & Bookstall fundraising	1,249	-	-	-	1,249	1,008
1220 - Bookstall sales - fund raising	-	-	-	-	-	85
1240 - Church hall lettings - fund raising	-	24,546	-	-	24,546	18,282
Other trading activities Totals	14,934	24,546	-	-	39,479	27,156
Investments						
1001 - Dividends from Trusts	3,997	1,748	4,888	-	10,633	9,544
1020 - Bank and building society interest	1,225	-	498	-	1,723	3,402
1030 - Rent from lands or buildings	26,615	20,922	-	-	47,537	53,314
1350 - Appreciation of CBF Investment Accounts	-	-	-	-	-	6,797
Investments Totals	31,837	22,670	5,387	-	59,894	73,056
Other income						
0801 - Recurring grants	4,349	-	-	-	4,349	3,376
1035 - VAT Refund	7,214	-	-	-	7,214	-
1040 - EDF & British Gas refunds	-	-	-	-	-	388
910 - Miscellaneous Income	1,558	(312)	9,870	-	11,116	11,863
Other income Totals	13,121	(312)	9,870	-	22,679	15,627
Income and endowments Grand totals	155,050	47,739	18,466	-	221,254	178,877

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING *(In the Benefice of Maybridge and West Tarring)*
Registered Charity no 1130723

EXPENDITURE :

Raising funds

1730 - Fund Raising Events	1,340	-	-	-	1,340	1,920
Raising funds Totals	1,340	-	-	-	1,340	1,920

Expenditure on charitable activities

1850 - Home mission	1,043	-	-	-	1,043	763
1905 - Clergy Costs	-	-	-	-	-	10
1906 - Clergy Fees	192	-	-	-	192	329
1907 - Fees due to Diocese	7,320	-	-	-	7,320	-
1910 - Ministry parish share etc	68,800	-	-	-	68,800	65,445
2050 - Salary of parish administrator	8,168	-	-	-	8,168	9,391
2101 - Working expenses of incumbent	1,360	-	-	-	1,360	495
2120 - Council tax	2,915	-	-	-	2,915	3,878
2130 - Parsonage house expenses	111	-	-	-	111	-
2140 - Water rates - vicarage	854	-	-	-	854	89
2175 - Parish Intern / Youth & Children	79	13,551	-	-	13,631	26,043
2201 - Parish training and mission	300	-	-	-	300	300
2301 - Church running - insurance	7,452	-	-	-	7,452	7,209
2310 - Church office - telephone	337	-	-	-	337	626
2320 - Organ / piano purchase & tuning	914	-	464	-	1,378	2,684
2325 - Organists, Choir & Music	8,271	-	-	-	8,271	5,161
2330 - Church maintenance	25	-	9,080	-	9,105	3,615
2331 - Cleaning	39	-	22	-	61	86
2340 - Upkeep of services	1,440	-	3,251	-	4,691	5,215
2345 - Social Activities	4,847	-	-	-	4,847	2,993
2350 - Upkeep of churchyard	40	-	-	-	40	38
2360 - Administration	5,689	1,691	105	-	7,485	11,220
2365 - Printing	1,259	-	-	-	1,259	965
2440 - Church running - heating and lighting	9,435	-	-	-	9,435	6,590
2445 - Miscellaneous	-	-	8,534	-	8,534	4,181
2545 - Hall running - utilities & insurance	-	9,657	-	-	9,657	9,036
2560 - Hall running - maintenance	-	9,303	-	-	9,303	4,590
2565 - Hall running - cleaning	-	683	-	-	683	2,628
2575 - Hall running - miscellaneous	-	593	-	-	593	3,337
2596 - Hall running - Caretaker's salary	-	6,405	-	-	6,405	5,597
2715 - Storm damage repairs	-	-	-	-	-	35,400
2840 - Other PCC property upkeep	1,922	2,977	-	-	4,899	5,314
2935 - Gifts	-	-	-	-	-	40

Expenditure on charitable activities Totals	132,813	44,861	21,454	-	199,127	223,266
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Other expenditure

2601 - Governance costs examination/audit fee	1,440	-	-	-	1,440	1,080
2965 - Depreciation of CBF Investment Account	323	3,911	7,033	-	11,268	-
Other expenditure Totals	1,763	3,911	7,033	-	12,708	1,080
Expenditure Grand totals	135,916	48,772	28,487	-	213,175	226,266

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by the Charity SORP (FRS102) (effective 1 January 2019) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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.

b) Funds accounting - Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest;

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from 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 when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

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

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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

2. Fixed Assets

e) 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 furnishings held by the Rector 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 accounts.

Properties are accounted for at cost or probate value at their date of acquisition.

Depreciation

No depreciation is provided on properties 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 are stated at market value at the balance sheet date.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING (*In the Benefice of Maybridge and West Tarring*)
Registered Charity no 1130723

3. Tangible Fixed Assets

	At 31.12.25	At 31.12.24
Properties		
Freehold House - 24 Upton Road – at probate value.	180,000	180,000
Freehold House - 17 Church Way – at probate value.	130,000	130,000
Leasehold Flat – 15 Ravenswood Court at cost.	<u>168,429</u>	<u>168,429</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that these properties would never be sold, revaluation to a theoretical market value would be pointless and costly, with no benefit to the charity nor to its beneficiaries. The PCC is of the opinion that its policy of no revaluation is right and properly derived from its ecclesiastical and pastoral responsibilities to its parishioners.

The occupation of the properties is as follows:

24 Upton Road (acquired by legacy and intended for occupation by a Curate when required) is let temporarily at open market rate.

17 Church Way (acquired by legacy in 2007 at probate value of £130,000 intended for occupation by a member of staff when required) is also let at open market rate.

The flat at 15 Ravenswood Court (acquisition cost in 2007 £168,249) was acquired for future possible occupation by a member of the staff when required. It is currently let temporarily at open market rate, and this income is being credited to the Youth Work Projects Fund in recognition of its specific charitable purpose.

The PCC considers that these properties are held to enable it to perform its long-term charitable ecclesiastical purposes, does not consider that they form part of a simple investment portfolio, nor are they held simply to generate income although this may be a short-term consequence of owning these assets.

The PCC also considers that the residual value of each property is at least equivalent to the net book value thereby justifying no depreciation.

	<u>2025</u>	<u>2024</u>
	£	£
4. Investments		
CBF Investment Funds:		
Market value 1 January	281,848	289,412
No sales took place during 2025		<u>14,361</u>
	£281,848	275,051
Appreciation (Depreciation) in value in year	(£11,267)	6,797
Market value 31 December	<u>£270,581</u>	<u>£281,848</u>

5. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	<u>£445,000</u>	<u>£445,000</u>
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5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2025 was £128,055 (2024 £128,828).

6. Analysis of net assets by fund type:

	Unrestricted Funds	Restricted Funds	Total	2024
	£	£	£	£
Investment Properties	478,429	-	478,429	478,429
Investments as Fixed Assets	101,697	168,884	270,581	281,849
Current Assets	57,370	71,906	129,276	114,494
Current Liabilities		20	20	20
	<u>£637,496</u>	<u>£240,810</u>	<u>£878,306</u>	<u>874,752</u>

7. Debtors	2025	2024
Gift Aid	4475	
Listed Places of Worship	779	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING (*In the Benefice of Maybridge and West Tarring*)
Registered Charity no 1130723

Wedding Deposits received in advance	600	
	£5,854	
8. Creditors: amounts falling due within one year	2025	2024
Wedding & Funeral fees	4,867	
Accruals for utilities	904	
Home Mission	800	
Sundry creditors		20
	£6,571	£20
9. Special retiring collections and donations	2025	2024
Chestnut Tree House Children's Hospice	800	
Children's Society		75
Fire Service		200
Mothers Union		40
Sompting Morris Men		40
Sussex Historic Churches Trust	168	225
	£243	£580
10. Donations – Home Mission	2025	2024
Family assistance & Warm Hub costs	43	487
Home Communion Travel Expenses		165
Mothers Union		40
	£43	£692
11. Employees		

At various points during 2025 the PCC employed three members of staff. They were paid a total remuneration of £19,147 with Employer's National Insurance Contributions totalling £1,046 and Employer's Pension Contributions £267. The Parish Administrator is a member of the PCC and received remuneration of £8,250 for the year, pension contributions of £132 and travel expenses totalling £302.

12. Clergy costs

The incumbent was supported by working expenses totalling £1,360. Council Tax and water rates for 2025 totalled £3,967.

13. Related party transactions: There were no related party transactions.

FINANCIAL REVIEW FOR 2025

The purpose of the PCC is to carry out its functions and activities for the charitable benefits of the parishioners and the wider community, and as a result the balance sheet is not presented to show the PCC's net worth as if the PCC is a business – the Charity Commission regularly reminds charities that they often fail to demonstrate public benefit. The PCC is aware of the need for internal financial controls as set out by the Charity Commission.

The Statement of Financial Activities summarises the transactions detailed within the accounts. The parish benefits from Restricted Funds of £213,855 - these monies have arisen from donors who have specified particular uses for those funds - the diocese advises that restricted funds are not intended to be invested permanently but are to be spent within reasonable timescales. Significant and unavoidable expenditure to keep the building safe, warm and welcoming is discussed and agreed by the PCC. Tarring Market and the Christmas Tree Festival together with parishioners' generous donations enabled some funds to be donated to the local children's hospice.

Benefits from Designated and Restricted funds, together with that of parishioners' regular giving, have enabled the church buildings to be open for services, various groups, and regular children's activities. As can be seen in the notes to the accounts parishioners are, as ever, generous in donating to others in need, both locally and nationally. Following the reduction of Covid cases Warm Hubs continue to provide warm food and company during the winter months. The parish share offered to the diocese for 2026 was £68,800. The diocese thanked parishes for their pledges which have helped to defray reduction in parish clergy for the moment. The finances of the Church Council, monitored and kept under regular review, continue to remain in a sound state.

To the Trustees of the Parochial Church Council of St Andrew's Church, West Tarring

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St Andrew's Church, West Tarring (the charity) for the year ended 31st December 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attentions 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Sally Girach

45 Nelson Road
Goring by Sea
Worthing
BN12 6EG

Dated: 6th April 2026

Accounts

**+THE PAROCHIAL CHURCH COUNCIL
OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST
TARRING**

(In the Benefice of Maybridge and West Tarring)



**ST ANDREW'S
CHURCH**
WEST TARRING

**TRUSTEES' ANNUAL
REPORTS FOR 2024**

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STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Parochial Church Council (PCC) is a charity registered with the Charity Commission as required by the Charities Act 2011 (Registration Number: 1130723). Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Charity Trustees are members of the PCC. Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, (from 2 October 2023), Churchwardens and representatives on Deanery, Diocesan or General Synods) and eleven members of the congregation on the Church Electoral Roll (elected at the Annual Parochial Church Meeting) and appropriate co-opted members. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Ex-officio Members:

Paul Halstead	(Churchwarden)	Vice Chairman
Margaret Sturmeay	(Churchwarden)	

Elected Members:

Carol Churchill
Graham Hill
Sophie Businge
Jane Wells
Caroline Birch
Graham Fabes
Liz McCarthy
Raye Mills
Stephen Stripp
Co-opted during the year: Kathy Shuttleworth and Leah Barrs

Deanery Synod:

Hazel Whittaker
Frances Spencer

OUR AIMS, OBJECTIVES AND PURPOSES AS A CHARITY

The primary objective of St Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Rector (and during vacancy the Churchwardens) in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities.

MOTHERS UNION

Another year has passed and our West Tarring Branch has been really busy once again. We have been blessed celebrating the Eucharist together with Fr Steven, listening to the interesting Bitesize Sessions led by Karen and an informative talk by Nancy Ford on Christmas Traditions.

We have also enjoyed afternoon teas, meals out and seen the Carpet of Flowers at Arundel. In July MU had a stall at Broadwater Carnival and the weather this year was on our side! We ran a Tombola Stall that was really popular with the public. The prizes were really eye catching and we raised £360 for our Away From It All Holiday project for Families. We enjoyed fellowship over our Sandwich Lunch and also created lovely posies with our talented team of Church florists. MU has continued to support the Welcome Café for families from local schools. They really benefit from the care they are given by all the teams involved. We are so grateful to everyone who helps weekly. Church members have been really generous with donations of much needed food supplies. We were delighted to receive support from both Worthing Lions and Turning Tides Charities to help fund this project. We continue to support the Baptisms in Church with each child receiving a gift from MU. This is such a special time for the families.

The Ministry of Cake at Worthing Hospital has sadly had to stop. This has been a wonderful outreach to families for many years. Huge thanks to all that were involved in this project for all they did both baking cakes and visiting the Wards too.

We do however continue to provide much-needed emergency admission and memory bags for the children's wards; these are very gratefully received. We are also extremely thankful to Christchurch who support our Hospital Projects through their Coffee Mornings.

Our own Branch Coffee Mornings are always well attended and are also a super time of fellowship together. Please come along and bring family and friends too.

In December we ended a busy year with our Christmas Party enjoyed by all. A group also took part in The Worthing Lions Christmas street collection.

We thank God for the friendship and support that MU offers. As we move forward to another year on our Christian journey we are always very happy to welcome new members. Please come along to our meetings and enjoy the fun and fellowship we share. May we always be guided by Jesus in everything we do.

Ros Halstead (Branch Contact)

TRUSTEES' REVIEW OF THE YEAR

(What we have achieved and how we have affected beneficiaries' lives)

SAFEGUARDING

In line with all churches nationally, the PCC continue to keep safeguarding to the forefront of our Church ministry, and have up to date parish reports at every meeting.

As well as DBS checks, PCC members and volunteers for the various church activities are required to do regular basic and foundation safeguarding courses, updating them every 3 years, which raise awareness of the principles of safeguarding in the church and local community. At present these are done on-line, though it's hoped to resume face to face trainings in the near future. These courses are available to all members of the congregation- I can give details to anyone who may be interested. Safeguarding officers too have regular training sessions and seminars to keep up to date with current situations.

It is not possible to report any details of the work done under this heading as everything is dealt with confidentially, and we are supported very well by the Diocesan safeguarding team.

Frances Spencer. Parish safeguarding officer

CHURCHWARDENS' REPORT

In just over 1 year, under Fr Steven's leadership St Andrew's has grown in weekly attendance and the variety of services and fundraising events available to parishioners and the wider Tarring Community.

Some good links have been made with the Tarring High Street Community who have participated in many 'under the radar' occasions (Pantomime, Tarring Market, Articles in the 'Inside Tarring' Newsletter) raising the profile of the Church.

This year our Ride and Stride sponsor event in September took us to Fr Steven's previous Parish of St Mary de Haura in Shoreham and The Church of the Good Shepherd on Shoreham Beach, via Lancing College, St Nicholas Old Shoreham, St Michaels & All Angels Lancing and St James the Less North Lancing, before the climbed up to Lancing Ring to drive home to St Andrew's. We were joined by more Striders this year which

was wonderful. Let's see where 2025 takes us.

There were two more organised Coach trips this year. The first in May to St Paul's Cathedral in London, followed in November to Christ Church Cathedral in Oxford. There are no more coach pilgrimages planned for the future, simply because we feel we've run out of Cathedrals to visit by coach easily in a day. If you can think of somewhere of interest to visit we are happy to look into organising another coach trip.

Margie Sturmey, Paul Halstead - Churchwardens

BUILDINGS & FABRIC REPORT

The latest round of repairs to the spire was completed during the summer. Before the access ladders were finally dismantled Fr Steven arranged to climb to the top, looked on by members of the congregation and the community and with local press coverage. The 4 most exposed facets of the spire have now been re-shingled, and subsequent winter storms do not seem to have caused any significant damage.

However we have had issues with water ingress into the church after heavy rain in the area beneath the tower; this proved to be largely due to debris accumulation in the drainage channels and when these were cleared the problem was much improved.

There is dust and fine particles continuing to fall at the West end. We are keeping a watch on this and will seek the advice of the Architect in due course, Work on the alarm system has been hampered by the difficulty of finding a contractor to mend the outdated 'pyroban' cable which was the power source to the whole system. This is still ongoing.

Continuing with the annual maintenance schedule, the heating system was largely trouble-free during 2024. The area outside the boiler room is very prone to flooding after even light rain; this is due to the drain or soakaway being blocked and this will not be easy to clear.

To prepare for the planned future opening of the church some doors have been fitted with locks; this will of course require a distribution of keys to people requiring access. *Paul Halstead April 2024*

DEANERY SYNOD REPORT

We were welcomed to St George's Church East Worthing by the Rev John Brook. The speaker for the first part of the meeting was Richard Greenhorn from Christians against Poverty. He defined poverty as when you haven't got enough income

to be able to afford what you need for life, and there are 13.4 million people living in poverty in the UK today. Other statistics included 16 million people having been forced to skip meals recently due to cost and 25 million people went without heating during the winter because of increased energy costs.

CAP's vision is to see transformed lives, thriving churches and an end to UK poverty- a vision that can only be realised by stepping out in faith and putting the compassion of Jesus into action. Since 2010 CAP has seen more than 20,000 people become debt free as a result of their efforts. They give advice about money management, encourage the development of life skills, and help people back into work. Churches can advise what CAP offers to parishioners and the community who are in financial difficulties via the Worthing Debt Centre, based in the New Life Baptist Church.

Richard asked churches to consider supporting CAP with regular giving, or encouraging individual donations (£12 per month would enable CAP to support 6 families on their journey out of debt). Further details can be found in the Deanery newsletter.

The second part of the Deanery Synod meeting referred to the general running of the Synod:

News of clergy moves:

2025 Year of Faith- Lots of activities planned including a Deanery Service on 4th February

Deanery confirmation at St James the Less on 11 September 2024

A school governor needed for St Andrew's School

Diocesan Synod - elections now open for new member

Deanery Synod Meeting on Thursday 19th September 2024

The meeting was held at St Andrew's West Tarring- thank you to those who provided and served the refreshments.

The main speaker was the Revd Earl Collins who gave an excellent presentation on the Year of Faith 2025 which he based on the Nicene Creed.

He looked back to the Old Testament, often referred to as the scriptures, and how essential it is to our understanding of the New Testament.

The aim of the Year of Faith is to attempt to unravel “The Mystery of Faith” based on what we learn from the Old and New Testaments, and to help with this we have two main creeds

1. The Apostles Creed. This is a basic list of statements about what we believe. Its origins are in the baptism of people when they were asked a series of questions about what they believe. It’s a basic statement of our faith, in almost question and answer form

2. However, in 325 AD, as a result of religious leaders trying to teach their own interpretation of faith, the emperor Constantine convened the Council of Nicaea. This was a council of Christian bishops and resulted in the Nicene Creed which is used in our Eucharist .It adds more details about the statements in the Apostles Creed and how they should be taught and adhered to.

It is 950 years since the founding of the Diocese of Chichester and there will be a Deanery service on Tuesday 4th February 7.30pm at St Mary’s Broadwater. Various activities are planned throughout 2025 to celebrate the Year of Faith as well – the Diocesan Lent course will be one of them but more details will be published in the near future.

Deanery newsletters are sent out between meetings which contain up to date information of additional happening in the Deanery. Printed copies are available in church

Frances Spencer

SAINT ANDREW’S FELLOWSHIP

John Hubbard (Hon. Secretary Saint Andrew’s Fellowship)

OLD PALACE REPORT

I am pleased to report on the activities at the Old Palace over the past year. Throughout the year the Old Palace has been virtually fully used on weekdays and evenings by numbers of community groups including: The Busy Bees Nursery, The Church’s Mother and Toddler Group, Line Dancing, Martial Arts, Yoga, Musicians, The

NCT and the Girl Guides. On weekends, there are frequent private children's party, Baptism events and church activities organised by the Social Committee.

Additionally, over the winter months, the Church with the Mother's Union ran a Children and Families hub with a food store, for struggling families from the local community, In June last year the annual Tarring Market took place at the Old Palace and the Church, and few will forget the very challenging weather on the day.

The Old Palace is a vital hub for the Tarring Community and the income from all the events held there has contributed to the maintenance of a wonderful building, being one of only two Grade 1 listed buildings in Worthing.

Throughout the year, negotiations have been ongoing over the new lease for JBS Dance, a dance school which for many years has occupied the separate building to the rear of the Old Palace. The new lease is coming towards completion, with a number of complications along the way and the inevitable legal costs that has attracted. The dancing school will continue to provide a valuable source of income to the church.

Maintaining an old and significantly importing building does not come without costs, and these have been met from the rental fees of those using the buildings. Repairs and Maintenance has been ongoing, including a thorough deep clean in the summer break. Annual Gas and Fire Safety checks are undertaken and other costs including fuel, waste disposal, music Licence Costs and Insurance are met from income.

I am pleased to report that for the year 2024 a small profit was made from income over expenditure, although 2025 will be more challenging.

Finally, a big thank you to Linda our Caretaker for her steadfast work throughout the year; to her husband Clive for his voluntary gardening work; to Jack Martin for covering holiday breaks and providing other assistance to me and to Leah for managing weekend bookings and the calendar of events. *Graham E Hill - Manager*

CHILDREN AND FAMILIES

Pilgrimage

The Children's Pilgrimage 2024 was attended by 2 adults and 1 child and the Youth Pilgrimage 2024 was attended by 1 adult and 1 child from St Andrews. Both these pilgrimages we attend as part of the Chichester Diocese group.

Lots of lively worship, fun, teaching, friendship and various craft activities were available for all.

Welcome Cafe

We started the Welcome Cafe again at The Old Palace in November. This has followed on from the previous success of the last couple of years. Families were identified by the local schools. We offered a drink, a snack, a listening ear, a safe and warm space and access to much needed food supplies.

We were very grateful to the Worthing Lions who very kindly supported us with Vicky made a Christmas hamper for 1 of the families at a local school. The family were extremely grateful. Thank you so much for all the support given, we are really grateful.

Christmas

A very successful Christmas Tree Festival was held. We had 20 Christmas trees which were decorated by church members and the local community as well as a chocolate tombola, refreshments and jams, marmalade and chutneys. The High street choir came and sang on Sunday. Thank you so much for all the support.

The Christingle service went well with lots of children attending and all the Christingles made were given to all those who attended.

The Crib service was a great success with so many people attending. Various members of Shining Stars Sunday School and the congregation carried the Nativity characters to the altar to make the Nativity scene.

Schools

We were delighted to welcome Durrington High school, Oak Grove College and Palatine school who all come to St Andrews again for their annual Christmas Concert/Service. They appreciated all those who gave up their time to help and allowed them to come and use the church.

We welcomed year 1 classes from Thomas Becket to visit St Andrews just before Christmas. They all enjoyed looking around the church.

Baptisms

We have had quite a few baptisms during the year. Thank you so much to Mothers Union who very kindly gives each child the gift of a book. It has been a busy, fun and exciting year.

Vicky Townsend

Children's and Families Coordinator

BABY & TODDLER GROUP

Baby and Toddlers are going from strength to strength. We are growing with lots of new families coming along and joining us. We offer a craft activity, a drink and a snack. Those who come love the group.

Ros Halstead Jan Grange Vicky Townsend (Co Leaders)

SOCIAL COMMITTEE

Throughout the year we have been pleased to support all Church events, both through our presence and through helping to make and serve refreshments when needed.

Last year we ran a number of events that were very well attended by members of the congregation.

We organised the Refreshment stall at Tarring Market . This kept us all very busy all day. I think the poor weather meant that many more people wanted hot teas and coffees to keep warm. We realised it was a squash only having the Solar to have tables out.

We ran our usual Parish Barbeque at the end of August. Unfortunately, due to the high winds we had to eat in Church. Lunch was slightly late due to not being able to get the barbecues going, but we got there in the end!!

In November we were delighted to organise an afternoon tea party in memory of Jane Wells. We were delighted to have Steve and Leonie and other family members there, as well as a good number of Tarring High Street residents. Everyone agreed that it was a lovely afternoon.

At the end of November we organised a St Andrew's Day fish and chip lunch following the morning service. Another very enjoyable occasion for all who attended.

All of our events are very dependent on the support and attendance of our great congregation.

Thank you to everyone who has volunteered as a helper, to all members of the Social Group, and to everyone who has made cakes, scones and salads, or supported us in any way. We appreciate you all. *Raye Mills - Secretary*

CHOIR

There are currently 19 members of the church choir - 3 basses, 2 tenors, 5 altos and 9 sopranos. We continue to meet weekly for choir practice on Friday evenings and sing at the 10am Sung Eucharist on Sunday mornings. We also sing at occasional Sunday Evensong services as well as at weddings, funerals and special weekday services.

Christmas and Easter are our busiest times, as those services require a lot of additional practices as well as attendances at the extra services. Traditionally we have a weekend off after Easter and Christmas, as well as two weeks off in August.

We continue to sing from the Lady Chapel as that makes us feel more part of the congregation, though it presents its own challenge of how to organise our music in such a confined space.

Fr Steven is continuing to advertise for the permanent position of organist/choir leader, unsuccessfully so far, but we pray that the right person will come along to fill the post. Meanwhile we are very grateful to Peter Ashley and Brendan Walls who are filling in temporarily, plus Revd Nancy and other organists who help out occasionally. *Frances Spencer*

Accounts

**+THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING**
(In the Benefice of Maybridge and West Tarring)



**ST ANDREW'S
CHURCH**
WEST TARRING

**FINANCIAL STATEMENTS
FOR YEAR ENDING 2023**

Registered Charity No: 1130723

**Parochial Church Council of
St Andrew's Church, West Tarring**

Charity Number 1130723

End of Year Financial Statements

Year ending 31st December 2023

**INDEX TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

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Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	26,369	3,013	3,544	—	32,927	72,129
Income from charitable activities	46,158	---	—	—	46,158	44,786
Other trading activities	(81)	17,339	—	—	17,257	21,637
Investments	32,154	21,548	5,026	—	58,729	58,634
Other income	3,253	3,075	9,143	—	15,471	37,935
Total income	107,853	44,975	17,713	—	170,542	235,122
Expenditure on:						
Raising funds	348	60	---	—	408	1,156
Expenditure on charitable activities	124,127	56,276	61,796	—	242,199	214,938
Other expenditure	936	--	---	—	936	900
Total expenditure	125,411	56,336	61,796	—	243,543	216,994
Gains / losses on investment assets	1,501	9,333	14,789	—	25,623	(45,333)
Net income / (expenditure) resources before transfer	(16,057)	(2,028)	(29,293)	—	(47,378)	(27,205)
Transfers						
Gross transfers between funds - in	---	---	---	—	---	10,000
Gross transfers between funds - out	---	---	---	—	---	(10,000)
Other recognised gains / losses						
Net movement in funds	(16,057)	(2,028)	(29,293)	—	(47,378)	(27,025)
Total funds brought forward	84,779	600,342	284,648	—	969,770	996,974
Total funds carried forward	£68,721	£598,314	£255,355	—	£922,391	£969,770

Balance sheet

	Total funds	Prior year funds
Tangible Fixed assets		
Properties	478,429	478,429
Investments	289,412	291,339
	767,841	769,768
Current assets		
Stocks and work in progress	50	48
Debtors	2,581	1,278
Cash at bank and in hand	151,996	200,173
	154,627	201,498
Liabilities		
Creditors: Amounts falling due in one year	77	1,496
	77	1,496
Net current assets less current liabilities	154,550	200,002
Total assets less current liabilities	922,391	969,770
Total net assets less liabilities	£922,391	£969,770
Represented by		
Unrestricted		
General fund	68,721	84,779
Designated		
Belfry	2,123	2,123
Old Palace	27,185	24,603
Pat Baker Events Fund	30,173	26,694
New Projects Fund	130	130
Sunday Adventurers	219	219
Tower Repairs	1,000	---
Youth Work Projects	3,830	22,900
Bookstall	1,928	1,893
Capital Reserve Fund	445,000	445,000
Church Repairs	79,129	69,785
Rector's Discretionary Fund	3,320	2,579
Livewire	320	320
Minor improvements	3,449	3,493
Music Fund	251	251
Church Notice Board	257	353
Restricted		
Church Maintenance	246,630	276,194
Flowers	793	989
Hymn Books	---	---
Longmans Tombs & Windows	2,492	2,492
Organ Repair	5,109	5,109
Pilgrimages	332	(136)
Funds of the church	£922,391	£969,770

Approved by the Parochial Church Council on 5th March 2024

Margaret Sturmeay Church Warden *m. Sturmeay*

Paul Halstead Church Warden *Paul Halstead*

Kathleen Shuttleworth: Hon Treasurer. *K. Shuttleworth*

The notes on pages 6 - 10 form an integral part of these accounts.

Fund movements

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Belfry - Belfry							
Designated		2,123	—	—	—	—	2,123
	Sub-total for Belfry	2,123	—	—	—	—	2,123
Books - Bookstall							
Designated		1,892	144	109	---	—	1,928
	Sub-total for Books	1,892			---	—	1,892
CapReserve - Capital Reserve Fund							
Designated		445,000	—	—	—	—	445,000
	Sub-total for CapReserve	445,000	—	—	—	—	445,000
ChMaint - Church Maintenance							
Restricted		276,194	28,906	58,471	—	—	246,630
	Sub-total for ChMaint	276,194	28,906	58,471	—	—	246,630
ChRepairs - Church Repairs							
Designated		69,785	9,344	---	—	---	79,129
	Sub-total for ChRepairs	69,785	9,344	---	—	---	79,129
Discr - Rector's Discretionary Fund							
Designated		2,579	1,004	263	—	---	3,320
	Sub-total for Discr	2,579	1,004	263	—	---	3,320
Flowers - Flowers							
Restricted		989	3,009	3,205	—	---	793
	Sub-total for Flowers	989	3,009	3,205	—	---	793
Hymns - Hymn Books							
Restricted		---	—	---	—	—	---
	Sub-total for Hymns	---	—	---	—	—	---
Livewire - Livewire							
Designated		320	—	—	—	—	320
	Sub-total for Livewire	320	—	—	—	—	320
Longmans - Longmans Tombs & Win							
Restricted		2,492	—	—	—	—	2,492
	Sub-total for Longmans	2,492	—	—	—	—	2,492
MinImps - Minor improvements							
Designated		3,493	—	44	—	—	3,449
	Sub-total for MinImps	3,493	—	44	—	—	3,449
Music - Music Fund							
Designated		251	—	—	—	—	251
	Sub-total for Music	251	—	—	—	—	251
NoticeBd - Church Notice Board							
Designated		353	—	96	—	---	257
	Sub-total for NoticeBd	353	—	96	—	---	257
OPalace - Old Palace							
Designated		24,603	25,792	23,210	---	---	27,185
	Sub-total for OPalace	24,603	25,792	23,210	---	---	27,185
OrganRep - Organ Repair							
Restricted		5,108	—	---	—	---	5,108
	Sub-total for OrganRep	5,108	—	---	—	---	5,108
PBEvents - Pat Baker Events Fun							
Designated		26,694	3,479	—	—	---	30,173
	Sub-total for PBEvents	26,694	3,479	—	—	---	30,173

Pilgrim - Pilgrimages							
Restricted		(135)	587	120	---	---	332
	Sub-total for Pilgrim	(135)	587	120	---	---	332
Projects - New Projects Fund							
Designated		130	---	---	---	---	130
	Sub-total for Projects	130	---	---	---	---	130
SAdventure - Sunday Adventurers							
Designated		219	---	---	---	---	219
	Sub-total for SAdventure	219	---	---	---	---	219
TowerRep - Tower Repairs							
Designated		---	1,000	---	---	---	1,000
	Sub-total for TowerRep	---	1,000	---	---	---	1,000
Youthwork - Youth Work Projects							
Designated		22,900	13,545	32,614	---	---	3,830
	Sub-total for Youthwork	22,900	13,545	32,614	---	---	3,830
General - General fund							
Unrestricted		84,779	109,354	125,411	---	---	68,721
	Sub-total for General	84,779	109,354	125,411	---	---	68,721
	Grand total	£969,770	£196,165	£243,543	---	---	£922,391

Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
	Total					
INCOME AND ENDOWMENTS						
Donations and legacies						
Giving through church boxes	---	—	—	—	---	---
Donations appeals etc	5,808	3,013	3,544	—	12,365	9,629
Legacies	20,111	—	---	—	20,111	62,500
Other funds generated	450	—	—	—	450	---
Total	26,369	3,013	3,544	—	32,926	72,129
Income from charitable activities						
Gift Aid - Bank	5,130	—	—	—	5,130	6,135
Gift Aid - Envelopes	5,150	—	—	—	5,150	6,054
Parish Giving Scheme	15,614	—	—	—	15,614	15,850
Loose plate collections	3,197	—	—	—	3,197	923
Tax recoverable on Gift Aid	7,205	—	—	—	7,205	8,369
Fees for weddings and funerals	9,862	---	—	—	9,862	7,455
Total	46,158	—	—	—	46,158	44,786
Other trading activities						
Social Activities (inc Jubilee Fair)	(81)	2,027	—	—	1,946	4,284
Bookstall sales - fund raising	—	144	—	—	144	162
Church hall lettings - fund raising	—	15,168	—	—	15,168	17,191
Total	(81)	17,339	—	—	17,258	21,637
Investments						
Dividends	2,480	2,552	4,701	—	9,733	11,625
Bank and building society interest	4,889	—	325	—	5,214	604
Rent from lands or buildings	24,785	18,997	---	—	43,782	46,405
Total	32,154	21,549	5,026	—	58,729	58,634
Other income						
Recurring grants	1,618	---	—	—	1,618	1,590
VAT Refund	300	—	8,556	—	8,856	11,554
Insurance claims	—	2,074	—	—	2,074	23,380
Collected for gifts	—	—	—	—	—	642
Coronavirus Job Retention Scheme	---	---	---	---	---	---
Miscellaneous Income	1,335	1,001	587	—	2,923	769
Total	3,253	3,075	9,143	—	15,471	37,935
INCOME TOTAL	£107,853	£44,976	£17,713	—	£170,542	£235,122

EXPENDITURE

					Total	
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>2022</u>	<u>2023</u>
Raising funds						
Costs of fetes & other events	348	—	—	—	348	1,077
Bookstall costs	—	60	—	—	60	78
Total	348	60	—	—	408	1,156
Expenditure on charitable activities						
Donations - Home mission	2,110	263	—	---	2,373	687
Clergy Costs	379	—	—	—	379	464
Clergy Fees	2,141	—	—	—	2,141	2,330
Ministry parish share etc	50,581	—	—	—	50,581	50,000
Salary of parish administrator	6,648	—	—	—	6,648	6,678
Working expenses of incumbent	165	—	—	—	165	813
Council tax	---	—	—	—	---	(7)
Parsonage house expenses	931	—	—	—	931	244
Water rates - Rectory	35	—	—	—	35	210
Youth & Children's work	---	29,660	—	—	29,660	26,991
Fees Due to Diocese	1,270	---	—	—	1,270	706
Church running - insurance	7,104	—	—	—	7,104	5,871
Church office - telephone	546	—	—	—	546	437
Organ / piano tuning	1,190	—	---	—	1,190	2,211
Organists, Choir & Music	6,995	—	—	—	6,995	8,184
Church maintenance	1,437	140	7,495	—	9,072	33,294
Cleaning	14	—	1,698	—	1,712	---
Upkeep of services	3,397	—	3,205	—	6,602	6,390
Social Activities	6,830	—	—	—	6,830	1,533
Upkeep of churchyard	---	---	—	—	---	15
Administration	6,007	160	(510)	—	5,657	4,640
Printing	2,416	—	---	—	2,416	1,271
Church major repairs	---	—	49,277	—	49,277	24,264
Church running - heating and lighting	5,404	—	—	—	5,404	4,761
Miscellaneous	29	—	630	—	659	1,760
Covid-19 costs	---	—	—	—	---	26
Hall running - utilities & insurance	---	7028	—	—	7,028	6,370
Hall running - maintenance	---	9,476	—	—	9,476	7,379
Hall running - cleaning	—	976	—	—	976	1,102
Hall running - miscellaneous	—	96	—	—	96	133
Hall running - Caretaker's salary	—	5,524	—	—	5,524	5,048
Other PCC property upkeep	17,361	2,955	—	—	20,316	10,442
Gifts	1,137	—	—	—	1,137	691
Total	124,127	56,276	61,796	—	242,199	214,938
Other expenditure						
Governance costs/ examination fee	936	—	—	—	936	900
Total	936	—	—	—	936	900
EXPENDITURE TOTAL	£125,411	£56,336	£61,796	—	£243,543	216,994
GRAND TOTAL	£(17,558)	£(11,361)	£(44,083)	—	£(73,001)	£18,128

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by the Charity SORP (FRS102) (effective January 2019) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as balance on that fund.

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from 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 when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

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

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. 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 furnishings held by the Rector 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 accounts.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 is written off in the year it was incurred.

Properties are accounted for at cost or probate value at their date of acquisition.

Depreciation

No depreciation is provided on properties 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 are stated at market 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.

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023**

2. Tangible Fixed Assets

	At 31.12.23	At 31.12.22
	£	£
Properties		
Freehold House - 24 Upton Road – at probate value.	180,000	180,000
Freehold House - 17 Church Way – at probate value.	130,000	130,000
Leasehold Flat – 15 Ravenswood Court at cost.	<u>168,429</u>	<u>168,429</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that these properties would never be sold, revaluation to a theoretical market value would be pointless and costly, with no benefit to the charity nor to its beneficiaries. The PCC is of the opinion that its policy of no revaluation is right and properly derived from its ecclesiastical and pastoral responsibilities to its parishioners.

The occupation of the properties is as follows:

24 Upton Road (acquired by legacy and intended for occupation by a Curate when required) is let temporarily at open market rate.

17 Church Way (acquired by legacy in 2007 at probate value of £130,000 intended for occupation by a member of staff when required) is also let at open market rate.

The flat at 15 Ravenswood Court (acquisition cost in 2007 £168,249) was acquired for future possible occupation by a member of the staff when required. It is currently let temporarily at open market rate, and this income is being credited to the Youth Work Projects Fund in recognition of its specific charitable purpose.

The PCC considers that these properties are held to enable it to perform its long-term charitable ecclesiastical purposes, does not consider that they form part of a simple investment portfolio, nor are they held simply to generate income although this may be a short-term consequence of owning these assets.

The PCC also considers that the residual value of each property is at least equivalent to the net book value thereby justifying no depreciation.

3. Investments

	<u>2023</u>	<u>2022</u>
	£	£
CBF Investment Funds:		
Market value 1 January	291,339	396,672
Less sales at 31.12.22 valuation	<u>26,814</u>	<u>68,700</u>
	264,525	327,972
Appreciation (Depreciation) in value in year	<u>24,887</u>	<u>36,633</u>
Market value 31 December	<u>£289,412</u>	<u>£291,339</u>

4. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	<u>£445,000</u>	<u>£445,000</u>
--	-----------------	-----------------

5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2023 was £125,474 (2022 £116,532).

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023**

6. One legacy of £20,111 was received during the year from the estate of the late Marjorie Smith.

7. Analysis of net assets by fund type.

	Unrestricted Funds	Restricted Funds	Total	2022
	£	£	£	£
Investment Properties	478,429	-	478,429	478,429
Investments as Fixed Assets	117,431	171,981	289,412	291,339
Current Assets	71,175	83,452	154,627	201,498
Current Liabilities	---	(77)	(77)	(1,496)
	<u>£667,035</u>	<u>£255,356</u>	<u>£922,391</u>	<u>£969,770</u>

8. Debtors

	2023	2022
	£	£
Income Tax Recoverable	2,000	750
Other Debtors	<u>581</u>	<u>527</u>
	<u>£2,581</u>	<u>£1,277</u>

9. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals for utilities	--	188
Wedding Deposits received in advance	---	300
Other creditors	<u>77</u>	<u>1,008</u>
	<u>£77</u>	<u>£1,496</u>

10. Special and retiring collections

The special and retiring collections for particular purposes were as follows:

	2023	2022
	£	£
Turning Tides (Worthing Churches Homeless Project)	167	209
Blind Veterans	175	---
Children's Society	119	253
British Red Cross	---	123
Breast Cancer Research	---	93
Sussex Historic Churches Trust	215	645
DEC	<u>672</u>	<u>1,589</u>
	<u>£1,348</u>	<u>£2,912</u>

These collections are not included elsewhere in these accounts.

11. Donations – Home Mission

	2023	2022
	£	£
Family assistance & Warm Hub costs	263	564
St Richard's PCC	2,000	---
Home Communion travel expenses	110	---
Mothers Union	<u>---</u>	<u>122</u>
	<u>£2,373</u>	<u>£686</u>

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023**

12. Employees

Until May 2023 the PCC employed five members of staff (one organist until Feb 23 and another until May). They were paid a total remuneration of £38,451 with Employer's National Insurance Contributions totalling £2,096 and Employer's Pension Contributions £900. The Parish Administrator is a member of the PCC and received remuneration of £6,461 for the year together with pension contributions of £226. The Authorised Lay Minister and Parish Administrator, both trustees, were reimbursed travel expenses totalling £325.

13. Clergy costs

The incumbent (appointed in October) was supported by working expenses totalling £165. Council Tax and water rates were not initiated by the various authorities until 2024..

14. Related party transactions

There were no related party transactions.

Parochial Church Council of St Andrew's Church, West Tarring

Independent Examiner's Report

To the Trustees of the Parochial Church Council of St Andrew's Church, West Tarring

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St. Andrew's Church, West Tarring (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



John Pudduck FCCA
The Martlet Partnership LLP
Martlet House
E1, Yeoman Gate
Yeoman Way
Worthing
West Sussex
BN13 3QZ

Dated: 5 May 2024

**+THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING**

(In the Benefice of Maybridge and West Tarring)



**ST ANDREW'S
CHURCH**

WEST TARRING

**TRUSTEES' ANNUAL REPORT
FOR YEAR ENDING 2023**

Registered Charity No: 1130723

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Financial Reports for 2023 please see separate document

STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Parochial Church Council (PCC) is a charity registered with the Charity Commission as required by the Charities Act 2011 (Registration Number: 1130723). Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Charity Trustees are members of the PCC. Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, (from 2 October 2023), Churchwardens and representatives on Deanery, Diocesan or General Synods) and eleven members of the congregation on the Church Electoral Roll (elected at the Annual Parochial Church Meeting) and appropriate co-opted members. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Ex-officio Members:

Paul Halstead	(Churchwarden)	Vice Chairman
Margaret Sturmeay	(Churchwarden)	

Elected Members:

Carol Churchill
Graham Hill
Sophie Businge
Jane Wells
Caroline Birch
Graham Fabes
Liz McCarthy
Raye Mills
Stephen Stripp
Co-opted during the year: Kathy Shuttleworth
Leah Barrs

Deanery Synod:

Hazel Whittaker
Frances Spencer

OUR AIMS, OBJECTIVES AND PURPOSES AS A CHARITY

The primary objective of St Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Rector (and during vacancy the Churchwardens) in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities.

TRUSTEES' REVIEW OF THE YEAR

(What we have achieved and how we have affected beneficiaries' lives)

We were blessed with the total lifting of Covid restrictions in 2023. The Parish has continued to prove that the Church is the people within the congregation and not just the building itself, pulling together and supporting each other in a variety of ways.

Whilst in vacancy we were supported by several local retired Priests but primarily, Fr John Lyon, Fr Denis Bradshaw and Fr Zachary Allen along with others who we will be eternally grateful to.

The Churchwardens monthly newsletter continued until October when we welcomed Fr Steven and his weekly service sheet.

There were two coach trips this year to Salisbury and Rochester with its Christmas Market.

Tarring Market took a rest with an Open Day in early October with a very successful Teddy Bear zip wire event.

The Parish Pilgrimage to Walsingham took place in August and not long after we had a smaller parish barbecue at the Old Palace.

After Will, our interim Director of Music left, Frances has maintained the choir and managed to find organists to keep our musical tradition alive.

All the Easter and Christmas services were well supported as well as the concerts by the local schools.

The Electoral Roll stands at 196. The PCC met in 2023 six times. The Standing Committee, which has full executive authority in between PCC Meetings, met and corresponded via e-mail.

The Church has continued to welcome and embrace the wider community for the occasional offices of Baptisms, Weddings and Funerals.

Sermon Skivers (the children supervised by our Youth and Family Worker and volunteers) continues during the 10am Sunday service and at other *ad hoc* occasions. The Children will learn about that day's Gospel reading.

The Tuesday night Rosary group continues with new people not connected to St Andrew's joining.

The Warm Welcome Hub changed after October half term to tea and cakes with access to our food bank, still held at the Old Palace with families referred by the local schools. Our Children and Families worker took the lead but was well supported by volunteers and generous donations and prayer by the congregation.

The Tuesday Warm Hub continues under various names but there is always a warm welcome, refreshments as well as our knitting group and fellowship being offered to the community.

CHURCH BUILDING AND FABRIC

The Church building continues to be in a relatively good state of repair. Routine maintenance tasks have been attended to and carried out as the need arose. This includes but is not limited to the constant need for the shingles being replaced on the spire due to storm and weather damage.

In January we were delighted to be selected by the Community Payback project for additional help around our Churchyard. The difference they made is immeasurable and we were sorry to lose them after 3 months of help, there was no cost to us apart from a weekly cake made by the Churchwardens.

SAFEGUARDING - report for the APCM 2024

The Parish has continued to follow Diocesan guidelines for safeguarding in the church.

Members of the PCC are all DBS checked as well as completing the basic and foundation training courses for safeguarding awareness. Other members of the congregation have also completed these courses if they have any dealings with young people or families. Those in leadership roles undertake further training.

All certificates are valid for three years so records are kept and reminders sent out to those who need to update their training.

Details of the Parish Safeguarding Policy, as reviewed annually by the PCC, are available on the Parish website.

Frances Spencer. Parish safeguarding officer

FINANCIAL REVIEW

The purpose of the PCC is to carry out its functions and activities for the charitable benefits of the parishioners and the wider community, and as a result the balance sheet is not presented to show the PCC's net worth as if the PCC is a business – the Charity Commission regularly reminds charities that they often fail to demonstrate public benefit.

The Statement of Financial Activities summarises the transactions detailed within the accounts. The parish benefits from Restricted Funds of £284,645 - these monies have arisen from donors who have specified particular uses for those funds - the diocese advises that restricted funds are not intended to be invested permanently but are to be spent within reasonable timescales. Significant and unavoidable expenditure to keep the building safe, warm and welcoming, is discussed and agreed by the PCC. The parish was fortunate to receive a legacy of £20,111. £8,856 VAT incurred on repairs were refunded by the Listed Places of Worship Grant Scheme.

2023 again saw considerable expenditure of £48,960 on the spire as a result of storm damage but no longer covered by insurance. Open Day, the Christmas Tree Festival and parishioners' generous donations contributed almost £7,000 towards those costs. The remainder being met from funds bequeathed for that purpose.

Benefits from Designated and Restricted funds, together with that of parishioners' regular giving, have enabled the church buildings to be open for services, various groups, and regular children's activities. As can be seen in the notes to the accounts parishioners are, as ever, generous in donating to others in need, both locally, nationally, and internationally. In response to the ongoing effects of the pandemic and the cost-of-living crisis two Warm Hubs are being funded by the Rector's Discretionary Fund and parishioners' and community donations. One Hub is being held on a Tuesday morning in church with all welcome to come in and enjoy warmth, warm drinks and food together with social activities and, during the afternoon at the Old Palace. Families in need are identified by a local school together with the Youth Worker, again offering a Warm Hub providing drinks, a light meal and company.

The parish share offered to the diocese for 2024 is £71,445 with St Andrew's contribution £65,445 and St. Richard's £6,000. The diocese has thanked parishes for their pledges which have helped to defray reduction in parish clergy for the moment. The finances of the Church Council, monitored and kept under regular review, continue to remain in a sound state.

APPENDIX

CHURCHWARDENS REPORT 2023

Little did we know at the start of 2023 that we would still have 10 months before we welcomed our new Priest.

The rhythm of our weekly services continued supported by our regular retired Priests. Although Robert our organist left in February, we were thankful to Archdeacon Luke who helped find us Will as our Interim Director of Music. Unfortunately since Will left we have been without a permanent Director of Music, however Frances has kept the choir together and finds us a weekly organist.

In May we finally had an applicant for our new Benefice Rector position and an interview took place which thankfully enabled us to appoint Fr Steven Emerson who came to us from St Mary's Shoreham. We had to wait until October before we were able to hold the Licensing service which was a wonderful occasion, supported by many local Priests, our MP and the local community.

We were blessed again in September for the sponsored Ride & Stride walk. This time ending in Steyning. 50% of the sponsorship comes back to the church the other 50% goes to the Sussex Historic Churches Trust.

We were overwhelmed by the generosity of the congregation with the amazing gifts to us following a very secret collection which we honestly had no idea was taking place. We used our hotel vouchers for a lovely trip to the Cotswolds in early Spring. The roses are flourishing; unfortunately the spirits and chocolates seemed to disappear very quickly.

BUILDINGS & FABRIC REPORT for 2023

Storms/Shingle damage

As in previous years, during the winter of 2022/23 storms and the passage of time caused shingles to be lost and displaced from the spire. Repairs were again carried out, although the loss adjuster refused to entertain any claim on the basis that the damage was 'wear and tear'. The South elevation was completely re-shingled, with patch repairs to the SW and SE faces. Total cost (£48,960); paid for in 2 instalments in June and December.

Boiler Service

Our boiler service and gas safety certificate was carried out in March 2023, by our usual contractor Paine Manwaring at a cost of around £560. With one exception (see later) the boilers were trouble-free throughout the year.

The Rectory

As is the churchwardens' duty during interregnum, we carried out frequent checks at the Rectory and kept the grass cut during the summer.

Vandalism

In June 2023 we had an unfortunate incident where the two boiler flues were pulled off and thrown to the ground. This required complete replacement, at a cost of £2324, which (apart from £250 excess) was covered by insurance.

Sound System

We had some difficulties with the sound system and in July we engaged Keystone Audio to inspect and advise (the original installers are no longer in business). The system is basically still serviceable but they did provide us with a new lapel microphone to replace the one which had failed.

Alarm system

After some months of intermittent problems with the alarm it finally gave up in December and we ended the year without a working system. It is likely that the installation has effectively reached end of life, so decisions are needed about what sort of replacement we should go for.

Gas Smart Meter

In July we had our gas meter replaced with a smart meter by STR Metering. Unfortunately after installation the engineer could not restart the boilers and subsequent investigation by Paine Manwaring confirmed that the circuit boards in both boilers were somehow damaged. Despite several attempts STR would not accept responsibility for this and we had to foot the bill (£1946) ourselves.

Electrical work

Following the incident of vandalism with the boiler flues the police strongly recommended that we should install a security light to cover the area to the east of the church. An existing but non-functioning light was replaced with a PIR floodlight which should provide some deterrence. Fortunately the wiring was still intact.

The N door outside light failed and was replaced by Core Electrical (it is difficult to access).

The flower cupboard light also failed due, apparently, to water getting into the fitting. The only way this could have happened was via the ringing room.

The West door outside light needed repair and this was also carried out by Core Electrical.

The total cost for these works, over a period of several weeks, was £429.

Tower Clock

The clock was serviced in January 2023 by Gillett & Johnston at a cost of £192 and continues to work very well.

Organ repair and tuning

January 2023 F H Browne attended in respect of some problems which had been reported at the end of 2022. Unfortunately they could not replicate the issue. Invoiced £198.

September and December 2023 - Tuning, as recommended at quarterly intervals by our contractors F H Browne (now Mander Organs). Cost £429 each time.

Floor polishing

We had the church floor polished in late September 2023 at a cost of £849. It had not been done for many years.

Paul Halstead April 2024

DEANERY SYNOD REPORT 2023

Tuesday 7th March 2023 at All Saints Findon Valley

The first part of the meeting of the Deanery Synod was led by Earl Collins who is the vicar of St John's Hove. 2023 is the Year of the Old Testament, 2024 the Year of the New Testament and 2025 the Year of Faith which marks both 1700 years of the Council of Nicea and 950 years of Christian mission in the Diocese based in Chichester. Bishop Martin wants to nurture the evangelist in all of us and return to the Scriptures. Earl gave an illuminating talk relating some of the sayings in the New Testament to their origins in the Old Testament which was "the scriptures" often referred to in the New Testament. Following his talk we heard about the work of Turning Tides, the charity which works with homeless people throughout West Sussex but is Worthing based. Everyone who comes for help is an individual. They come from all walks of life with individual stories of loss. Change is possible and there are lots of examples of transformation. They would welcome more volunteers. Deacon Rachel Bennett followed that with an appeal of her own for prayer that more volunteers will come forward to join the chaplaincy team at Worthing Hospital and Karen Hill, Diocesan President of the Mothers Union, asked for more volunteers to provide cakes for the weekly gathering in the Sanctuary for Junior Doctors.

Wednesday 14th June at St Peter's Church, Sompting

The rural dean chaired the meeting and introduced Revd Rachel Bennett and Sophie Ramsden who had come to talk about Pastoral Ministry in the hospitals. Chaplaincy is: challenging, ever changing and “God laughing”-when he turns upside down all the things you had planned for the day. This is how Rachel summed up her role as lead chaplain. What never changes is the wonder and privilege of walking alongside patients, their families and friends in the difficult circumstances they find themselves in, as well as being there for staff too. Sophie is about to become an Authorised Lay Minister as she continues her role as hospital chaplain, and spoke passionately about her faith journey which led her to her present position. Rachel gave some examples of the scenarios which they may encounter in their role. A team of volunteers works with the chaplain, but the numbers have fallen since the pandemic and we gave some time to thinking about what qualities would be needed by a person considering this role. Rachel will happily meet with anyone who thinks this is something they could do. We were asked to take this message back to our parishes and keep the need for more volunteers in our prayers. The business part of the meeting followed and it was noted that several parishes are having difficulties finding a treasurer and ways of assisting them are being discussed. There is a vacancy for the new role of Deanery Development Officer; the synod is also looking for a new treasurer and a new secretary.

Thursday 19th October 2023 at St Stephen’s Church, Angola Road Broadwater

It began by introducing Revd Felix Smith as the new Rural Dean. Revd Helena Buque was thanked for her 6 years in that role. The first part of the evening was entitled “Open the Book” and was led by Steph Shepherd. She is a member of a team of volunteers who go into schools and read bible stories to children in a dramatic way with props to help capture the children’s attention and imagination. It is very successful in many local schools who have invited members of the “Open the Book” team in, and the children look forward to the sessions, which can be delivered in settings that suit each individual school. They are looking for more volunteers to join the team in this very valuable ministry. Her talk was followed by Revd Nancy Ford explaining the reorganisation of Christian Aid collections in the Worthing Deanery. Two new members of the clergy who have taken up posts in the Deanery were then asked to introduce themselves: Fr Ben (Lancing) and Fr Steven (West Tarring) Other business matters followed including the appointment of the Deanery Development Officer, a new role taken on by Heather who is based at St Peter’s Church Sompting. She will take on much of the admin connected to the Deanery and will be a point of contact for queries, reports, advice etc. liaising with Fr Felix or other clergy as appropriate.

In future there will be just 2 meetings a year of the Synod : the next one will be on 23rd May 2024

Frances Spencer

SAINT ANDREW’S FELLOWSHIP 2023 - 2024

The Fellowship has continued to meet during the current session in the afternoon of the first and third Tuesdays each month. We meet in the church building and are indeed grateful to Father Steven and the PCC for enabling us to use the facilities there.

We are also grateful to our Chairman, Ros Bailey for all her hard work often carried out behind the scenes. Our thanks are also due to Raye Mills for having assumed the responsibilities as Treasurer. We are able to report that the issues stemming from the premature placement of our funds into dormancy during the pandemic have been resolved.

We have had outside speakers during the current session - notably from WADARS, Leprosy Mission and Guide Dogs which have been of great interest. It is gratifying, however, to report also that we have had talks and presentations from our own members, drawing upon varied experiences and expertise. The Christmas and Easter seasons have been marked by worship occasions devised and presented by Revd Nancy Ford and Father Steven respectively.

Membership of the Fellowship is open to all members of our congregation. The annual subscription is £7 per annum plus a further 50 pence per meeting. We also aim to support a different outside charity each year.

Finally we are always ready to welcome new members and guests. Our talks last in general no more than half an hour which leaves plenty of time afterwards for a cup of tea or coffee and a chat.

John Hubbard (Hon. Secretary Saint Andrew's Fellowship)

OLD PALACE REPORT

The Old Palace remained very busy throughout 2023 both with private renters and St Andrews Church activities. The Old Palace was in use to regular private renters during every weekday, on most days including evenings. At weekends there were numbers of one-off bookings including for baptisms and private parties. That trend has continued into 2024. Church activities continued during 2023 including the very well attended Mother and Toddlers Group, the Family Warm hub (on two periods during the year), Mothers Union, and Fellowship meetings and coffee mornings, and other church activities. This trend for church activities has been increasing during 2024 to date, with Lent Group meetings; Metamorphosis; Sunday School and the planned Tarring Market in June.

Overall income from Renters has remained consistent and with the rent increases introduced for 2024, this will mean a healthy income for the year. Additionally, the lease for JB Dance in the Old School house is currently under renewal which will result in an increased income.

Of course, expenditure during the year has increased, significantly in the case of Fuel,

Council Services and Repairs and Maintenance. A new fuel contract from 2024 had to be agreed with EDF and although this was subject of intense negotiation, this will result in a significant increase over the year.

Work at the Old Palace during the year has included work on the drains; re-hanging of doors, a new electric water heater and the annual deep clean. As with any Listed building repairs do not come cheaply, and this was a factor in deciding on the necessary rent increase for 2024.

Finally, a vote of thanks to Linda, our Caretaker and to her husband Clive who assists with the mowing and gardening at the Old Palace, on whom we are dependent.

Graham E Hill - Manager

CHILDREN AND FAMILIES 2023

Sermon Skivers continues to grow and thrive. The children do a variety of activities which have included making things for the Christmas tree festival, Mothering Sunday and decorations for the Easter tree.

Pilgrimage

The Children's Pilgrimage 2023 was attended by 2 adults and 3 children and the Youth Pilgrimage 2023 was attended by 1 child from St Andrews. Both these pilgrimages we attend as part of the Chichester Diocese group. Lots of lively worship, fun, teaching, friendship and various craft activities was had by all.

Warm Hub

In November the Warm Hub started again at The Old Palace. This followed on from the success of last year. Families were identified by the local schools. We offered a drink, a snack, a listening ear, a safe and warm space and access to much needed food supplies.

It was wonderful to welcome back the families who came last year, as well as welcoming a few more families. It was lovely to see them all enjoying themselves.

Vicky made Christmas hampers for 2 of the local schools and all the families were extremely grateful. Thank you so much for all the support given, we are really grateful.

Christmas

Vicky organised a Christmas Tree Festival which was very successful. We had a variety of Christmas trees from church members and the local community as well as a chocolate tombola, refreshments and jams, marmalade and chutneys stall. The High street choir came and sang on Sunday. Thank you so much for all the support.

The Christingle service went well with 80 Christingles made and all those who attended took one home.

The Crib service was a great success with so many people attending. Various

members of Sermon Skivers and the congregation carried the Nativity characters to the altar to make the Nativity scene.

Schools

We welcomed Thomas Becket year 1 classes to visit St Andrews. They all enjoyed looking around the church. Vicky gave a short talk to each class.

We were thrilled to have again to welcome Durrington High school, Oak Grove College and Palatine school who all come to St Andrews again for their Christmas Concert/Service. They appreciated all those who gave up their time to help.

Baptisms

We had 24 baptisms during the year. Thank you so much to Mothers Union who very kindly gives each child the gift of a book.

It has been a busy, fun and exciting year. Thank you all so much for the support and help you give to the Children and Families. We pray that we will continue to reach out to families and welcome them to church. We look forward to 2024.

Vicky Townsend

Children's and Families Worker

BABY & TODDLER GROUP 2023

We are very happy to report that our group continues to be very well supported with an average of 33 children attending weekly at the Old Palace.

The Team greet everyone warmly and we receive many positive comments about this. A listening ear is always there if needed. It is wonderful to have Vicky working with us in her role of Children and Families worker.

Our multi skilled Group of dedicated helpers care for everyone and offer fantastic support to both the children and their carers. We are so grateful for them for the positive impact they have. All the Team have completed both Safeguarding and First Aid training and we thank the PCC for supporting this.

Tea, coffee and snacks are offered and are really appreciated by those who attend.

We offer varied craft activities and are lucky to have some very skilled team members to provide these. We are fortunate to have a safe surface play area to use and offer outside play whenever possible. Our organised small group visits to Santa worked really well as numbers have grown too large to hold a Christmas Party. 58 children attended in total.

The happy faces of both the children and adults as they form new friendships make the whole team feel so happy and we love what we do. Both the adults and children join in with our singing sessions and have great fun together.

We also offer soup, pasta and jacket potato lunches plus cream teas in the summer organised by Jan and it is always really appreciated.

Each child is sent an e card to celebrate their birthday and this serves to remind the families of our on-going care and commitment to them. They also receive a paper version if they attend on the Wednesday near their birthday.

As we show God's love through our care for the families that attend we pray they will know God's Blessing in their lives.

Ros Halstead Jan Grange Vicky Townsend (Co Leaders)

SOCIAL COMMITTEE

The Social Group have supported various events throughout the year, including the Parish Barbecue, Open Day and catering at externally organised events in Church.

Raye Mills - Secretary

MOTHERS UNION BRANCH 2023

I cannot believe just how quickly the year has passed and how busy we have been.

We have listened to some really interesting talks and enjoyed fun and fellowship over Afternoon Teas, Sandwich lunch and a meal out together.

MU has continued to support the Warm Hub for families from local schools. They really benefit from the support and care they are given all the Team involved. Church members have been really generous with donations of much needed food supplies. We were delighted to receive support from the Worthing Lions Charity to help fund our project.

There have been 23 Baptisms this year with each child receiving a book from MU as a gift.

We have been very happy to welcome a new member to our Branch this year and had a special Service to celebrate.

The Ministry of Cake at Worthing Hospital has continued and is very important to both the patients and staff who are very happy to have a visit from the team. We continue to provide much-needed emergency admission and memory bags for the childrens' wards; these are very gratefully received.

It was such a blessing to have Rachel Bennett speak to us before she retired about her work as Chaplin at Worthing Hospital.

David Beazley also gave us a very thought-provoking talk about the work of the Leprosy Mission.

In July MU had a stall at Broadwater Carnival and the weather was not kind. Despite it all we sang in the rain and managed to raise £114 for our hospital projects.

Fr George gave us a really interesting insight into his work with the Blind Veterans and we hope to visit their new building when possible.

On the 7th of October were thrilled to welcome our new Rector Fr Steven after an 18 month interregnum. We pray for God's blessing on him and his ministry amongst us.

In December we held our Christmas Party with much fun and laughter. A group also took part in The Worthing Lions Christmas street collection.

Before the year ended we were so very sad to hear about the passing of two of our faithful Members. Our thoughts and prayers are with their families as they come to terms with their loss.

We thank God for the friendship and support that MU offers. As we move forward to another year on our Christian journey we are always very happy to welcome new members. Please do come along to our meetings and enjoy the fun and fellowship we share. May we always be guided by Jesus in everything we do.

Ros Halstead (Branch Contact)

CHOIR - Report for the APCM 2024 from the church choir

Following Robert Fitzgerald's resignation in January we were fortunate to have Will Wallace with us as an interim Director of Music for 4 months.

During that time an advertisement was sent out seeking a candidate for a permanent position to which unfortunately there was no response.

Since Will left at the end of May we have had to rely on visiting organists to play for our main services which is not ideal. We had fortnightly choir practices, often with no accompanist and relied on the choir singing well known anthems and hymns. We have even had the occasional Sunday Service unaccompanied, but the choir have risen to these challenges.

Once Fr Steven was in post he advertised for a Director of Music but again, although there were one or two enquiries, no-one applied. The lead up to Christmas was challenging as Fr Steven introduced some new music and weekly choir practices resumed - some of the organists were able to take these. Fr Steven is very supportive of the choir and is doing his best to find an organist/ Director of Music to fill the position to provide continuity and choir training.

We are very grateful to all the organists who have come along to help out and we hope and pray that a solution may be found in the near future to provide stability for the choir, who have remained loyal in often difficult situations.

Frances Spencer

Parochial Church Council of St Andrew's Church, West Tarring

Independent Examiner's Report

To the Trustees of the Parochial Church Council of St Andrew's Church, West Tarring

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St. Andrew's Church, West Tarring (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



John Pudduck FCCA
The Martlet Partnership LLP
Martlet House
E1, Yeoman Gate
Yeoman Way
Worthing
West Sussex
BN13 3QZ

Dated: 5 May 2024

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING**
(In the Benefice of Maybridge and West Tarring)



**ST ANDREW'S
CHURCH**
WEST TARRING

**TRUSTEES' ANNUAL REPORT
FOR YEAR ENDING 2022**

Registered Charity No: 1130723

St Andrew's Church,
Church Road
Worthing
BN13 1HQ
(01903) 366980

parishoffice@standrewwesttarring.co.uk
www.standrewwesttarring.co.uk

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STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Parochial Church Council (PCC) is a charity registered with the Charity Commission as required by the Charities Act 2011 (Registration Number: 1130723). Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Charity Trustees are members of the PCC. Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, (until 31 March 2022), Churchwardens and representatives on Deanery, Diocesan or General Synods) and nine members of the congregation on the Church Electoral Roll (elected at the Annual Parochial Church Meeting) and appropriate co-opted members. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Ex-officio Members:

Paul Halstead	(Churchwarden)	Vice Chairman
Margaret Sturmeay	(Churchwarden)	

Elected Members:

Carol Churchill
Kathy Shuttleworth
Michael Harbut
Len Webb
Graham Hill
Sophie Businge
Jane Wells
Caroline Birch (Co-opted)

Deanery Synod:

Hazel Whittaker
Leah Barrs
Frances Spencer
Liz McCarthy
Ian Alexander (resigned 31 May 2022)

OUR AIMS, OBJECTIVES AND PURPOSES AS A CHARITY

The primary objective of St Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Rector (and during vacancy the Churchwardens) in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities.

TRUSTEES' REVIEW OF THE YEAR

(What we have achieved and how we have affected beneficiaries' lives)

2022 saw the continuation of Covid restrictions easing throughout the year and the Parish has continued to prove that the Church is the people within the congregation and not just the building itself, pulling together and supporting each other in a variety of ways.

Until Fr Mark left, communication was maintained within the Parish by a weekly e-mail newsletter. The Wednesday Zoom coffee morning was continued along with a 9 am service at St Richards. Fr Mark left the Parish at the end of March 2022 to fulfil his calling as a Prison Chaplain at Wakefield Prison. From 1 April 2022 the Churchwardens began their monthly Newsletter. This is emailed by the Parish Office to all those who have signed the GDPR form giving permission for their email to be used. Printed copies are left in Church for those without email. The Newsletter is informative and warmly received.

In May we allowed the Church to be used as a Polling Station and we had our first (hopefully of many) coach trip. This time we went to Canterbury, which had been proposed in 2020, (for the 850th anniversary of the death of Thomas Becket) before Covid changed our plans.

In June, we had a smaller scale of our Tarring Market in celebration of the Queen's Platinum Jubilee. Our new Mayor came along to open the event and make purchases.

The Parish Pilgrimage to Walsingham took place in August and not long after we had our annual barbecue at the Old Palace.

We were all saddened at the death of our Queen Elizabeth II on 8 September. We rushed to church and with help we arranged the Church with a photo of the Queen, a book of condolence and kept the church open for people to come in and visit up until her funeral on 19 September. Our Thanksgiving Evensong on Sunday evening 18 September was well attended by many local people but unfortunately a lot of our congregation and choir subsequently went down with Covid and we decided to suspend the sharing of the common cup.

There was a postponed trip to Oberammergau at the end of September, which unfortunately meant we were unable to open the Church Tower on Open Day this year.

Towards the end of November, Robert our Musical Director tendered his notice to leave at the end of February.

The defibrillator, thanks to a generous donor, was finally installed in the Churchyard by the Lych Gate.

The next coach trip organised for the benefit of the Parish was in November when we went to the Winchester Christmas Market and the Cathedral.

All the Christmas services were well supported as well as those by the local schools.

The Annual Parochial Church Meeting, the Parish's AGM, took place in May 2022. At that time, we welcomed Graham Hill to the PCC as Jill Underwood, Pauline Stanton-Roberts and Peggy Mulholland stood down. We thank them for their valued contribution. The sub-committee structure has continued although meetings have again been limited during the year.

The Electoral Roll stands at 206. The PCC met in 2022 six times (11/1, 29/3, 29/5, 8/6, 6/9, 22/11). The PCC has also corresponded and made decisions via email. The Standing Committee, which has full executive authority in between PCC Meetings, has corresponded via e-mail, and has also met via Zoom as the need arose.

The Parish has taken account of the General Data Protection Regulations introduced in May 2018 and continues to ensure data collected is appropriate and held securely.

The Church has continued to welcome and embrace the wider community for the occasional offices of Baptisms, Weddings and Funerals.

Sermon Skivers (the children supervised by our Youth and Family Worker and volunteers) continues during the 10am Sunday service and at other ad hoc occasions. The Children will learn about that day's Gospel reading.

The Tuesday night Rosary group continues with new people not connected to St Andrew's joining.

From the Autumn a new initiative of a Warm Welcome Hub was initiated through the local schools for families to have a warm space one evening a week at the Old Palace, this was led by our Children and Families Worker supported by volunteers and generous donations and prayer by the congregation.

The Tuesday coffee morning was also re-branded as a Warm Hub where knit, natter and fellowship was offered to the community.

CHURCH BUILDING AND FABRIC

The Church building continues to be in a good state of repair. Routine maintenance tasks have been attended to and carried out as the need arose. This includes but is not limited to the constant need for the shingles being replaced on the spire due to storm and weather damage.

SAFEGUARDING

The parish has continued to follow Diocesan guidelines on safeguarding.

Leaders of Parish organisations have kept their basic and foundation training courses up to date and are encouraging their helpers to do the same. PCC members too are expected to complete these training courses and keep them up to date.

DBS certificates are held by leaders of organisations and PCC members. As from 2022, these are only valid for three years which brings the Church of England into line with Charity Commission Guidance.

A more comprehensive Confidential Declaration Form has been issued March 2023 which in future has to be completed by anyone applying to renew their present certificate as well as those applying for the first time.

Details of the Parish Safeguarding Policy, as reviewed annually by the PCC, are available on the Parish website.

Frances Spencer. Parish safeguarding officer

FINANCIAL REVIEW

The purpose of the PCC is to carry out its functions and activities for the charitable benefits of the parishioners and the wider community, and as a result the balance sheet is not presented to show the PCC's net worth as if the PCC is a business – the Charity Commission regularly reminds charities that they often fail to demonstrate public benefit.


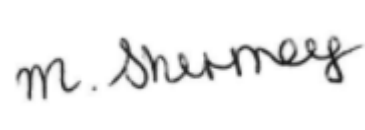

The Statement of Financial Activities summarises the transactions detailed within the accounts. The parish benefits from Restricted Funds of £284,647 - these monies have arisen from donors who have specified particular uses for those funds - the diocese advises that restricted funds are not intended to be invested permanently but are to be spent within reasonable timescales. Significant and unavoidable expenditure to keep the building safe, warm and welcoming, is discussed and agreed by the PCC. The parish was fortunate to receive a legacy of £62,500 for "repairs". £9,809 VAT costs incurred on repairs were refunded by the Listed Places of Worship Grant Scheme.

2022 saw expenditure of £46,827 on the spire as a result of storm damage of which £23,380 was covered by insurance although the remaining wear and tear costs of the re-shingling were not and were met from restricted funds earmarked specifically for church repairs.

Benefits from Designated and Restricted funds, together with that of parishioners' regular giving, have enabled the church buildings to be open for services, various groups, and regular children's activities. As can be seen in the notes to the accounts parishioners are, as ever, generous in donating to others in need, both locally, nationally, and internationally. In response to the ongoing effects of the pandemic and the cost-of-living crisis two Warm Hubs are being funded by the Rector's Discretionary Fund and parishioners' and community donations. One Hub is being held on a Tuesday morning in church with all welcome to come in and enjoy warmth, warm drinks and food together with social activities and, during the afternoon at the Old Palace. Families in need are identified by a local school together with the Youth Worker, again offering a Warm Hub providing drinks, a light meal and company.

The parish share requested by the diocese for 2023 is £73,000 but in view of the church's coastal location and the possibility of future storm damage, the PCC again offered a contribution of £50,000 enabling funds to be held in reserve to meet any future damage. The full share will be paid when practical. However, the diocese has thanked parishes for their pledges which have helped to defray reduction in parish clergy for the moment. The finances of the Church Council, monitored and kept under regular review, continue to remain in a sound state.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by the Churchwardens during the Vacancy.

.....
Paul Halstead

.....
Margaret Sturme

.....
Kathy Shuttleworth

Date: 19 April 2023

Independent Examiner's Report to the Trustees of the Parochial Church Council of St Andrew's Church, West Tarring.

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St. Andrew's Church, West Tarring (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



John Pudduck FCCA
Independent Examiner
The Martlet Partnership LLP
E1, Yeoman Gate
Yeoman Way
Worthing
West Sussex
BN13 3QZ

Dated: 18 April 2023

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	4,371	2,060	65,698	—	72,129	20,497
Income from charitable activities	44,633	153	—	—	44,786	50,545
Other trading activities	4,284	17,353	—	—	21,637	11,245
Investments	29,564	23,678	5,393	—	58,634	55,384
Other income	13,044	450	24,441	—	37,935	25,284
Total income	95,896	43,694	95,532	—	235,122	162,956
Expenditure on:						
Raising funds	1,077	78	—	—	1,156	145
Expenditure on charitable activities	104,423	54,932	55,583	—	214,938	175,063
Other expenditure	900	—	—	—	900	900
Total expenditure	106,400	55,010	55,583	—	216,994	176,108
Gains / losses on investment assets	(5,500)	(14,224)	(25,609)	—	(45,333)	49,178
Net income / (expenditure) resources before transfer	(16,004)	(25,540)	14,340	—	(27,205)	360,260
Transfers						
Gross transfers between funds - in	10,000	-	—	—	10,000	9,309
Gross transfers between funds - out	—	(5,000)	(5,000)	—	(10,000)	(9,309)
Other recognised gains / losses						
Net movement in funds	(6,004)	30,540	9,340	—	(27,205)	360,026
Total funds brought forward	91,138	630,883	274,953	—	996,974	960,949
Total funds carried forward	£85,135	£600,343	£284,293	—	£969,770	£996,974

Balance sheet

	Total funds	Prior year funds
Tangible Fixed assets		
Properties	478,429	478,429
Investments	291,329	396,672
	769,768	875,101
Current assets		
Stocks and work in progress	48	113
Debtors	1,278	1,732
Cash at bank and in hand	200,173	128,967
	201,498	130,813
Liabilities		
Creditors: Amounts falling due in one year	1,496	8,939
	1,496	8,939
Net current assets less current liabilities	200,002	121,874
Total assets less current liabilities	969,793	996,974
Total net assets less liabilities	£969,770	£996,974
Represented by		
Unrestricted		
General fund	84,779	90,783
Designated		
Belfry	2,123	2,123
Old Palace	24,603	22,128
Pat Baker Events Fund	26,694	29,561
New Projects Fund	130	130
Sunday Adventurers	219	219
Tower Repairs	—	3,218
Youth Work Projects	22,900	44,250
Bookstall	1,892	1,808
Capital Reserve Fund	445,000	445,000
Church Repairs	69,785	76,142
Rector's Discretionary Fund	2,579	1,750
Livewire	320	320
Minor improvements	3,493	3,553
Music Fund	251	251
Church Notice Board	353	428
Restricted		
Church Maintenance	276,194	265,642
Flowers	989	1,200
Hymn Books	—	264
Longmans Tombs & Windows	2,492	2,492
Organ Repair	5,108	5,888
Pilgrimages	(136)	(178)
Funds of the church	£969,770	£996,974

Approved by the Parochial Church Council on 28th February 2023
and signed on its behalf by

Church Wardens

Paul Harris
M. Sherrin

Kathleen Shuttleworth: Hon Treasurer:

K. Shuttleworth

The notes on pages 15 -17 form an integral part of these accounts.

Fund movements

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Belfry - Belfry						
Designated	2,123	—	—	—	—	2,123
Sub-total for Belfry	2,123	—	—	—	—	2,123
Books - Bookstall						
Designated	1,809	162	78	—	—	1,892
Sub-total for Books	1,809	162	78	—	—	1,892
CapReserve - Capital Reserve Fund						
Designated	445,000	—	—	—	—	445,000
Sub-total for CapReserve	445,000	—	—	—	—	445,000
ChMaint - Church Maintenance						
Restricted	265,643	92,182	51,022	—	(25,609)	276,194
Sub-total for ChMaint	265,643	92,182	51,022	—	(25,609)	276,194
ChRepairs - Church Repairs						
Designated	76,142	2,018	812	—	(7,764)	69,785
Sub-total for ChRepairs	76,142	2,018	812	—	(7,764)	69,785
Discr - Rector's Discretionary Fund						
Designated	1,750	1,394	564	—	—	2,579
Sub-total for Discr	1,750	1,394	564	—	—	2,579
Flowers - Flowers						
Restricted	1,200	3,178	3,389	—	—	989
Sub-total for Flowers	1,200	3,178	3,389	—	—	989
Hymns - Hymn Books						
Restricted	264	—	264	—	—	—
Sub-total for Hymns	264	—	264	—	—	—
Livewire - Livewire						
Designated	320	—	—	—	—	320
Sub-total for Livewire	320	—	—	—	—	320
Longmans - Longmans Tombs & Win						
Restricted	2,492	—	—	—	—	2,492
Sub-total for Longmans	2,492	—	—	—	—	2,492
MinImps - Minor improvements						
Designated	3,553	—	60	—	—	3,493
Sub-total for MinImps	3,553	—	60	—	—	3,493
Music - Music Fund						
Designated	251	—	—	—	—	251
Sub-total for Music	251	—	—	—	—	251
NoticeBd - Church Notice Board						
Designated	428	—	75	—	—	353
Sub-total for NoticeBd	428	—	75	—	—	353
OPalace - Old Palace						
Designated	22,128	27,591	20,117	(5,000)	—	24,603
Sub-total for OPalace	22,128	27,591	20,117	(5,000)	—	24,603
OrganRep - Organ Repair						
Restricted	5,888	—	780	—	—	5,108
Sub-total for OrganRep	5,888	—	780	—	—	5,108
PBEvents - Pat Baker Events Fun						
Designated	29,561	836	—	—	(3,701)	26,694
Sub-total for PBEvents	29,561	836	—	—	(3,701)	26,694
Pilgrim - Pilgrimages						
Restricted	(178)	172	129	—	—	(135)
Sub-total for Pilgrim	(178)	172	129	—	—	(135)
Projects - New Projects Fund						
Designated	130	—	—	—	—	130
Sub-total for Projects	130	—	—	—	—	130

SAdventure - Sunday Adventurers						
Designated	219	—	—	—	—	219
Sub-total for SAdventure	219	—	—	—	—	219
TowerRep - Tower Repairs						
Designated	3,218	—	3,218	—	—	—
Sub-total for TowerRep	3,218	—	3,218	—	—	—
Youthwork - Youth Work Projects						
Designated	44,250	11,694	30,285	—	(2,759)	22,900
Sub-total for Youthwork	44,250	11,694	30,285	—	(2,759)	22,900
General - General fund						
Unrestricted	90,783	95,987	106,401	10,000	(5,500)	84,779
Sub-total for General	90,783	95,987	106,401	10,000	(5,500)	84,779
Grand total	£996,973	£235,122	(£216,994)	—	(£45,333)	£969,770

Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Giving through church boxes	—	—	—	—	—	1
Donations appeals etc	4,371	2,060	3,198	—	9,629	7,796
Legacies	—	—	62,500	—	62,500	12,000
Other funds generated	—	—	—	—	—	700
Total	4,371	2,060	65,698	—	72,129	20,497
Income from charitable activities						
Gift Aid - Bank	6,135	—	—	—	6,135	6,896
Gift Aid - Envelopes	6,054	—	—	—	6,054	8,305
Parish Giving Scheme	15,850	—	—	—	15,850	17,672
Loose plate collections	923	—	—	—	923	1,843
Tax recoverable on Gift Aid	8,369	—	—	—	8,369	9,147
Fees for weddings and funerals	7,302	153	—	—	7,455	6,683
Total	44,633	153	—	—	44,786	50,545
Other trading activities						
Social Activities (inc Jubilee Fair)	4,284	—	—	—	4,284	51
Bookstall sales - fund raising	—	162	—	—	162	76
Church hall lettings - fund raising	—	17,191	—	—	17,191	11,118
Total	4,284	17,353	—	—	21,637	11,245
Investments						
Dividends	3,826	2,538	5,262	—	11,625	12,107
Bank and building society interest	473	—	132	—	604	81
Rent from lands or buildings	25,265	21,140	—	—	46,405	43,195
Total	29,564	23,678	5,393	—	58,634	55,383
Other income						
Recurring grants	1,590	—	—	—	1,590	1,618
VAT Refund	10,264	361	909	—	11,554	—
Insurance claims	—	—	23,380	—	23,380	10,315
Collected for gifts	642	—	—	—	642	935
Coronavirus Job Retention Scheme	—	—	—	—	—	12,026
Miscellaneous Income	528	89	152	—	769	390
Total	13,044	450	24,441	—	37,935	25,284
INCOME TOTAL	£95,896	£43,693	£95,532	—	£235,122	£162,956

EXPENDITURE

Raising funds

Costs of fetes & other events	1,077	—	—	—	1,077	43
Bookstall costs	—	78	—	—	78	101
Total	1,077	78	—	—	1,156	145

Expenditure on charitable activities

Donations - Home mission	123	564	—	—	687	2,857
Clergy Costs	464	—	—	—	464	1,399
Clergy Fees	2,330	—	—	—	2,330	1,702
Ministry parish share etc	50,000	—	—	—	50,000	50,000
Salary of parish administrator	6,678	—	—	—	6,678	6,417
Working expenses of incumbent	813	—	—	—	813	2,640
Council tax	(7)	—	—	—	(7)	3,273
Parsonage house expenses	244	—	—	—	244	—
Water rates - vicarage	210	—	—	—	210	697
Youth & Children's work	—	26,991	—	—	26,991	26,600
Parish training and mission	608	98	—	—	706	563
Church running - insurance	5,871	—	—	—	5,871	5,630
Church office - telephone	437	—	—	—	437	497
Organ / piano tuning	1,432	—	780	—	2,211	1,316
Organists, Choir & Music	8,184	—	—	—	8,184	8,120
Church maintenance	2,571	3,965	51,022	—	57,558	14,905
Cleaning	—	—	—	—	—	—
Upkeep of services	3,001	—	3,389	—	6,390	4,915
Social Activities	1,533	—	—	—	1,533	1,141
Upkeep of churchyard	15	—	—	—	15	92
Administration	4,409	102	129	—	4,640	4,031
Printing	1,007	—	264	—	1,271	1,205
Livestreaming costs	—	—	—	—	—	510
Church running - heating and lighting	4,761	—	—	—	4,761	6,541
Miscellaneous	1,760	—	—	—	1,760	681
Covid-19 costs	26	—	—	—	26	601
Hall running - utilities & insurance	—	6,370	—	—	6,370	7,031
Hall running - maintenance	18	7,362	—	—	7,379	3,811
Hall running - cleaning	—	1,102	—	—	1,102	677
Hall running - miscellaneous	—	133	—	—	133	733
Hall running - Caretaker's salary	—	5,048	—	—	5,048	5,168
Other PCC property upkeep	7,247	3,195	—	—	10,442	9,409
Gifts	691	—	—	—	691	1,898
Total	104,423	54,932	55,583	—	214,938	175,063

Other expenditure

Governance costs examination/audit fee	900	—	—	—	900	900
Total	900	—	—	—	900	900

EXPENDITURE TOTAL	106,400	55,010	55,583	—	216,994	176,108
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GRAND TOTAL	(£10,504)	(£11,317)	£39,949	—	£18,128	(£13,152)
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NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by the Charity SORP (FRS102) (effective 1 January 2019) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as balance on that fund.

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from 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 when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

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

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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 when paid. Any parish contribution unpaid at 31 December would be provided for in these accounts as an operational (though not a legal) liability and would be 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 furnishings held by the Rector 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 accounts.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 is written off in the year it was incurred.

Properties are accounted for at cost or probate value at their date of acquisition.

Depreciation

No depreciation is provided on properties 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 are stated at market 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.

2. Tangible Fixed Assets

	At 31.12.22	At 31.12.21
	£	£
Properties		
Freehold House - 24 Upton Road – at probate value.	180,000	180,000
Freehold House - 17 Church Way – at probate value.	130,000	130,000
Leasehold Flat – 15 Ravenswood Court at cost.	<u>168,429</u>	<u>168,429</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that these properties would never be sold, revaluation to a theoretical market value would be pointless and costly, with no benefit to the charity nor to its beneficiaries. The PCC is of the opinion that its policy of no revaluation is right and properly derived from its ecclesiastical and pastoral responsibilities to its parishioners.

The occupation of the properties is as follows:

24 Upton Road (acquired by legacy and intended for occupation by a Curate when required) is let temporarily at open market rate. 17 Church Way (acquired by legacy in 2007 at probate value of £130,000 intended for occupation by a member of staff when required) is also let at open market rate.

The flat at 15 Ravenswood Court (acquisition cost in 2007 £168,429) is opposite the Church and was acquired for future possible occupation by a member of the staff when required). It is currently let temporarily at open market rate, and this income is being credited to the Youth Work Projects Fund in recognition of its specific charitable purpose.

The PCC considers that these properties are held to enable it to perform its long-term charitable ecclesiastical purposes, does not consider that they form part of a simple investment portfolio, nor are they held simply to generate income although this may be a short-term consequence of owning these assets.

The PCC also considers that the residual value of each property is at least equivalent to the net book value thereby justifying no depreciation.

3. Investments

	<u>2022</u>	<u>2021</u>
	£	£
CBF Investment Funds:		
Market value 1 January	396,672	347,494
Less sales at 31.12.21 valuation	<u>68,700</u>	<u>-</u>
	327,972	347,494
Appreciation (Depreciation) in value in year	<u>36,633</u>	<u>49,178</u>
Market value 31 December	<u>£291,339</u>	<u>£396,672</u>

4. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	<u>£445,000</u>	<u>£445,000</u>
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5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2022 was £116,532 (2021 £133,176).

6. One legacy of £62,500 received during the year specifically for Church Maintenance.

7. **Analysis of net assets by fund type.**

	Unrestricted Funds	Restricted Funds	Total	2021
	£	£	£	£
Investment Properties	478,429	-	478,429	478,429
Investments as Fixed Assets	134,147	157,192	291,339	396,672
Current Assets	81,040	120,458	201,498	130,812
Current Liabilities	<u>(1,386)</u>	<u>(110)</u>	<u>(1,496)</u>	<u>(8,939)</u>
	<u>£692,230</u>	<u>£277,540</u>	<u>£969,770</u>	<u>£996,974</u>

8. **Debtors**

	2022	2021
	£	£
Income Tax Recoverable	750	985
Other Debtors	<u>527</u>	<u>747</u>
	<u>£1,277</u>	<u>£1,732</u>

9. **Creditors: amounts falling due within one year**

	2022	2021
	£	£
Accruals for utilities	188	639
Fees due to Diocese	—	3,034
Wedding Deposits received in advance	300	500
Other creditors	<u>1,008</u>	<u>4,766</u>
	<u>£1,496</u>	<u>£8,939</u>

10. **Special and retiring collections**

The special and retiring collections for particular purposes were as follows:

	2022	2021
	£	£
Turning Tides (Worthing Churches Homeless Project)	209	319
The Seafarers Charity	—	105
Children's Society	253	—
British Red Cross	123	—
Breast Cancer Research	93	—
Sussex Historic Churches Trust	645	—
DEC - Ukraine, Afghanistan & Pakistan	<u>1,589</u>	<u>—</u>
	<u>£2,912</u>	<u>£424</u>

These collections are not included elsewhere in these accounts.

11. **Donations – Home Mission**

	2022	2021
	£	£
Duke of Edinburgh's Memorial Fund	—	303
Family assistance **	312	1,754
Warm Hub costs	252	—
Mothers Union	<u>122</u>	<u>800</u>
	<u>£686</u>	<u>£2,857</u>

** Parishioners' donations to the Rector's Discretionary Fund for family assistance needed as a result of the pandemic.

12. **Employees**

The PCC employs four members of staff, full-time equivalent being 1.95 employees, who were paid a total remuneration of £41,864 with Employer's National Insurance Contributions totalling £2,122 and Employer's Pension Contributions £703. The Parish Administrator is a member of the PCC and received remuneration of £6,048 for the year together with pension contributions of £248.

13. **Clergy costs**

The incumbent was supported by payment of council tax, environmental charges and working expenses totalling £1,049 net of St Richard's contribution towards these costs. The authorised Lay Minister, one of the Trustees was reimbursed travel expenses of £124.

14. Related party transactions.

There were no related party transactions.

APPENDIX

CHURCHWARDENS REPORT 2022

The new coffee machines when they arrived have proven to be very useful and well used. Clive Collier loaned us a temporary trolley. We have since received donations towards a more permanent trolley.

Fr Mark left the parish at the end of March. He had, fortunately for us, arranged Priest cover until early May. Since then the Churchwardens have endeavoured to find Priests from the pool of retired priests to cover our main services. We tidied and looked after the Rectory and in July it was let to tenants by the Diocese on a short term basis.

From Maundy Thursday it was decided to offer the common cup. Over Easter we welcomed a larger number of people to our services. We had a fun sponsored walk around the Churches of Henfield for the annual Ride and stride.

We are delighted the Rosary Group has kept going since Fr Mark left. The Prayer for Vacancy that Frances very kindly agreed to set up has a regular fortnightly gathering, which is very encouraging for us in these uncertain times.

The initial version of the Parish Profile was created, recommendations were taken onboard and those members of the PCC who were able to, attended a Section 11 meeting at St Richards . All four Churchwardens were nominated on 25 September as Parish Representatives and the final combined Benefice Profile on 25 September was agreed.

The Church was well used by local schools and colleges in the run up to Christmas for their Carol Concerts. We were so pleased to welcome the young people back. The main Christmas services took place but within the limitations of Covid.

BUILDINGS REPORT 2022

The early part of 2022 was dominated by repairs to the spire following storms Barra (Dec 2021), Eunice and Franklin (Feb 2022), as well as more long-term wear and tear. We had the West face completely re-shingled, including strengthening the underboarding with corrosion-resistant screws, and patch repairs to the NW and SW faces, with work also done on the weather vane support. The work attracted the attention of the local press including dramatic drone photographs of the steeplejacks at height.

The cost of these works amounted to £23,380 covered by insurance, and £23,447 by ourselves. The re-shingled West face has shown no signs of damage since but of course the 'brand new' colour has slowly toned down with normal weathering. However, our insurers have said that we need to continue with proactive maintenance to avoid future storm damage claims being questioned.

Our mandatory annual **lightning conductor** check was carried out in March.

The **boilers** were serviced by Paine Manwaring in February 2022 and performed virtually error-free for the rest of the year. The church heating is set to 13 deg C as a 'base level', increased to 18 deg C for services and other events.

Our **Quinquennial** (five-yearly) inspection was carried out starting in March 2022 by our Architect Julian Vallis. This took some time and as at the end of the year we are awaiting his report and he apologises for the delay, due in part to organisational changes.

At the beginning of July 2022 we had our 5-yearly **Electrical Inspection** which was largely positive but there were a number of items which required replacement, including various lights and the extension cables for the High Altar Christmas trees.

The **Fire Extinguishers** were checked by Chubb in May and one of them (in the ringing room) had to be replaced.

The incidence of **Fly Tipping** was happily down on the previous year and the one incident – some old furniture dumped near the lych gate in July – was dealt with promptly by the Council.

On the 8th October a team led by Graham Hill undertook **Church Cleaning** and our thanks for this.

The repair to the **Tower Rope** has been done following a successful faculty application. There is some erosion of the stonework generally in that area and it may be worth considering some remedial work.

At the end of September we had a worrying incident when we discovered that the padlock and chain to the **SE Iron Gate** had been changed by persons unknown. The chain had been bolt cropped and a new one, with an old, but high quality padlock, put on. The 'who' and 'why' of this remain a mystery, but we lost little time in removing them and fitting our own new ones.

The **Defibrillator** (for which we had received a donation) was finally installed in November 2022 on the back of the small notice board, with the electrical feed taken from the lych gate light. It has been registered with the national defibrillator network (known as the 'Circuit').

Towards the end of 2022 we had a number of issues with the **Alarm** in church and an engineer was called out on two occasions. It seems the system may be nearing the point where replacement is needed.

Going forward there are a number of items which it would be good to consider. These include:

Renovation of the North and West doors

Clearance of the overgrown area inside the SE Iron Gate, including demolition of the open lean-to shed

Clearance of rubbish from the Gas Meter cupboard – this will be required if we go ahead with the installation of a smart gas meter.

Clearance of Ivy on the wall adjoining the Bowling Green, and on parts of the adjacent church building (a winter job due to the need to avoid disturbing potential nesting birds)

Continue proactive maintenance of the spire; re-shingling of the South face would be the priority

Drain inspection contract – this was raised after the blockage issues in January 2022 but not taken up

Remodelling of some of the choir stalls (preliminary discussions held with the Architect but probably can't embark on this until new incumbent)

Re-facing of some of the eroded stonework in the tower steps

Paul Halstead

DEANERY SYNOD REPORT 2022

There have been three meetings this year.

The meeting in June was held at St Mary's Goring and began with a presentation by the Acorn Pregnancy counselling Service about their work. This is a registered charity founded 27 years ago, run and sponsored by Christians, both financially and with prayer. It has two main areas: One: counselling. Currently a team of five qualified counsellors provide counselling for clients and training for teachers. Clients are referred to Acorn by the NHS counselling service and Worthing Hospital and some contact them direct. Clients come to them having suffered a range of distressing pregnancy issues such as abortion, miscarriage, still birth, adoption issues, for example. Clients are offered 6-12 sessions, which are non-directive and aim to help them live alongside their problems and move forward in their lives. The second area: is schools work. The team are working in 10 secondary schools between Shoreham and Littlehampton. One hour interactive sessions are delivered to year 10 students covering parenting, adoption and abortion. They are encouraged to think about the complexities of these issues and to reflect on their own feelings and views.

The second meeting in October was attended by Bishop Ruth who said it was a joy to be there at the synod. She briefly told of her journey from university through ordination and the various roles in her ministry, before becoming a Bishop 2 years ago. Bishop Ruth loves this Diocese, particularly the simplicity of its straplines: To Know, to Love and to Follow Jesus, based on the prayer of St. Richard. That's what we're here for.

She went on to answer the eight questions which had been submitted beforehand, including what a Bishop does, the work of the Strategic Development Fund, and the Diocesan Vision. The synod concluded with a discussion on the Deanery Mission Action Plan, put together after considering the Parish plans which had been submitted.

The first part of the most recent meeting of the Deanery Synod was led by Earl Collins who is the vicar of St John's Hove. 2023 is the Year of the Old Testament, 2024 the Year of the New Testament and 2025 the Year of Faith which marks both 1700 years of the Council of Nicea and 950 years of Christian mission in the Diocese based in Chichester. Bishop Martin wants to nurture the evangelist in all of us and return to the Scriptures. Earl gave an illuminating talk relating some of the sayings in the New Testament to their origins in the Old Testament which was "the scriptures" often referred to in the New Testament. Following his talk we heard about the work of Turning Tides, the charity which works with homeless people throughout West Sussex but is Worthing based. Everyone who comes for help is an individual. They from all walks of life with individual stories of loss. Change is possible and there are lots of examples of transformation. They would welcome more volunteers.

Deacon Rachel Bennett followed that with an appeal of her own for prayer that more volunteers will come forward to join the chaplaincy team at Worthing Hospital.

Karen Hill, Diocesan President of the Mothers Union, asked for more volunteers to provide cakes for the weekly gathering in the Sanctuary for Junior Doctors.

Frances Spencer

SAINT ANDREW'S FELLOWSHIP

The Fellowship re-convened in May 2022 following its suspension during covid lock down. We continue to meet in church on the afternoon of the first and third Tuesdays each month under the chairmanship of Ros Bailey. Our aim as always is to provide an opportunity for members of our congregation and their guests to socialise for tea and chat.

We also aim to invite speakers from outside (or indeed from among our own members) once each month. The talk in November 2022 by Rachel Bennett the lead chaplain at Worthing Hospital was particularly well received.

We always welcome new members - the annual subscription is £7 plus a contribution of £1 for each meeting attended. Our meetings are publicised on the relevant Sunday leaflet - just come along.

Our grateful thanks are due to Ros Bailey and Ann Patten for providing tea and refreshments at our meetings - and also to Daphne Holland for managing our finances so capably. Nancy Ford's opening prayer at our meetings is much appreciated together with her wise advice on many practical issues.

We look forward to the rest of our programme for 2023.

John Hubbard (Hon. Secretary Saint Andrew's Fellowship)

OLD PALACE REPORT

During 2022 the Old Palace returned to pre-COVID booking levels and was occupied during the week by a total of 8 different Community Groups. At weekends the premises hosted numerous parties – mostly for children. Additionally, there were numbers of church groups, including events organised by the Social Committee, by our Youth Worker, the Mothers and Toddlers Group and the Mothers Union. The building was therefore busy and continuously occupied.

Of particular note was the Families Warm Hub which ran throughout the winter for families with children with the provision of hot meals, children's activities and donations of food. This was a terrific outreach activity for families facing difficulties and proved to be much needed and a great success. It is probable that this will be repeated during the next winter period and provision will be reserved at the Old Palace for this to happen.

For one of only two Grade One listed buildings in Worthing maintenance is always a challenge and this was the case during the year. A long-standing drainage problem was resolved as well as painting of the outside area at the east end of the building. Plans are now in hand for a programme of internal painting over the next two years.

With the demands of inevitable maintenance costs as well as the required gas, electric and structural safety checks; payment for commercial waste; purchase of the Music Performance Licence and annual deep clean, a tight financial rein has been necessary and that was achieved during the year so that a small profit was made, allowing for future maintenance planning during 2023.

Finally a big thank you to Linda our caretaker; her husband Clive our volunteer gardener and Leah our bookings administrator.

Graham E Hill

CHILDRENS AND FAMILIES

Sermon Skivers has been going really well with lots of exciting activities, making some of the stations of the cross, Old Testament stories project in the Summer, decorating the children's area for Easter and Christmas.

Pilgrimage

In March the Children's Pilgrimage 2022 went ahead and Vicky and a child from St Andrews attended as part of the Chichester Diocese group. The theme for the weekend was 'Saving Water'. We had lively worship, walked the Holy Mile with some people walking barefoot, stories, a disco and activities.

In August Vicky and a young person from St Andrews attended the Youth Pilgrimage as part of the Chichester Diocese group. It was a week of lively worship, fun, teaching, friendship and an afternoon visit to Wells next the Sea.

Warm hub

A Warm hub was started at the Old Palace on Tuesdays 3:30pm to 6:30pm at the end of October. It is a link with the local schools, which have identified families who would benefit from coming to a warm space for warmth, a hot drink, hot snack and a warm space to share with others.

Thank you to the PCC for allowing us to give each of our families who attend the Warm Hub a food voucher towards buying meat for Christmas. Each family was also given a Christmas food hamper with lots of Christmas goodies in.

Vicky made 10 Christmas food hampers for families in need at a local school as they realised there were some families who really needed support.

Christmas

Christmas this year we had our Christingle Service which Fr Josh took. We made 100 Christingles on the Saturday 10th December and each person who attended was able to take a Christingle home.

The Crib service was extremely well attended. Children from Sermon Skivers and some other children from the congregation were chosen to bring up the Nativity characters to make the Nativity scene at the altar. Two children and Vicky read the story of the Nativity.

Vicky organised three Christmas themed Craft and Play sessions for the Children and Families in our local Community. At one of the Christmas Craft sessions we had a visit from Father Christmas and each child was given a present.

The Sermon Skivers made a Christmas wreath which we hung on the hooks on the pillars in church.

Schools

Thomas Becket Infants School, year 1 classes came for a school visit. They had an activity sheet to find different things around the church. Vicky gave a little talk to each class about St Andrews.

Durrington High School, Oak Grove College and Palatine School all had their Christmas Service / Concert at St Andrews this year after 3 years. They were all very grateful to the Churchwardens for allowing them to use the church again and to members of the congregation who helped at the services/concert.

We do really appreciate and benefit from the money which the church very kindly helps us towards various activities, crafts, equipment and outings to support the children and families work

Baptisms

We had a thanksgiving for a child and we had 20 baptisms during the year. Thank you to Mothers Union who very kindly gives a book and a card to each child. Thank you also to the church who very kindly gives each child a cross and a baptism candle. It is so lovely we have so many families who want to have their child/ children baptised at church.

Thank you everyone for all your continuing support, help and especially with our Welcome Warm Hub.

I look forward to more exciting things planned in the year ahead for Children and Families in our Parish.

Vicky Townsend, Children's and Families Worker

BABY & TODDLER GROUP

Our Group continues to grow and thrive with an average of 30 children attending weekly. We have 146 children on the register. Our team of helpers are fantastic with our Children and Family worker Vicky greeting everyone as they arrive.

Everyone receives a warm welcome and we are often thanked for this.

We have been able to offer a varied programme of activities throughout the year.

We have some very talented Team members who have super Craft ideas. We have also really enjoyed pasta, jacket potato and soup Lunches plus Cream Teas due to Jan's catering skills.

Mothers' Union kindly helped us put on a wonderful celebration for the Queen's Platinum Jubilee with a professional singer too. It was lovely to see MU members dancing around with the children. Each child received a commemorative coin from Westminster Abbey to keep.

Our Christmas Party was hugely popular with Santa in attendance.

It is wonderful to watch the children enjoying themselves whilst giving the parents a chance to make new friendships. We offer support and a listening ear if needed.

Jan is now sending out e-cards to celebrate birthdays as posting costs have become prohibitive.

We pray that we will continue to reach out to families as Jesus did and show how much care for their welfare.

Ros Halstead Jan Grange (Joint Leaders)

SOCIAL COMMITTEE

The Social Group was re-formed in Summer 2022 and their first event was the Parish Barbecue at the Old Palace which was very well attended.

Unfortunately due to Covid, following the Queen's Requiem Mass, the Harvest lunch was postponed.

More events are planned in 2023 please look out for these and support their hard work.

They are also happy to organise events as requested by the Church Community.

Raye Mills - Secretary

MOTHERS UNION BRANCH

Our Branch now has 45 Members and we have been really pleased to offer a full programme of activities in 2022.

We have been blessed by interesting talks, shared our prayers and readings, enjoyed a sandwich lunch, supper evenings, a super quiz and cream teas.

There have been 20 Baptisms and one Blessing this year with each child receiving the gift of a book from MU.

In July we had a pitch at Broadwater Carnival and raised money for material to make both our memory and wash bags for the Hospital.

We have continued the Ministry of Cake at Worthing Hospital and from September started to visit the Wards again too.

We are so grateful to Christ Church for their continued support from funds raised at their Coffee Mornings. This helps pay for both the Hospital bags and contents.

We have been thrilled to receive additional funds for our Hospital work from the Broadwater Carnival Committee. We were picked to be one of their chosen Charities at a presentation at Worthing Fire Station in November. It was such a wonderful evening.

In November we were delighted to be involved with setting up a Warm Hub for families at The Old Palace. Vicky has been put in touch with local schools and families have been put forward to attend. We offer friendship, a warm and safe space, a hot meal and access to much needed food supplies. Thank you to all who have supported this venture; we are so grateful.

The Worthing Lyons also chose The Warm Hub as one of the Charities for their Christmas street collection. This was a real blessing to us all; we were so thrilled.

It has been an eventful and productive year with so many blessings and surprises. We look forward to more adventures in 2023.

Ros Halstead Branch Contact

CHOIR

Robert ably led our Choir out of the Covid restrictions and the turmoil of cancelled or postponed events.

The robed choir sing most Sunday morning services and most of the great services. Unfortunately the St Andrews Singers, whose numbers have been diminishing have not returned.

During the early part of 2022 the choir provided music for Ash Wednesday and the Holy Week liturgy as well as all the major services throughout the year

In November Robert, our Director of Music, announced he would be leaving in February 2023 to follow his ambition. He continued to lead the choir and we were sorry to see him leave but he took our best wishes with him for the future.

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING**
(In the Benefice of Maybridge and West Tarring)

**TRUSTEES' ANNUAL REPORT
FOR YEAR ENDING 2021**

Registered Charity No: 1130723

St Andrew's Church,
Church Road
Worthing
BN13 1HQ
(01903) 366980

parishoffice@standrewwesttarring.co.uk
www.standrewwesttarring.co.uk



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STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Parochial Church Council (PCC) is a charity registered with the Charity Commission as required by the Charities Act 2011 (Registration Number: 1130723). Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Charity Trustees are members of the PCC. Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, the Assistant Curate (until September 2021), Churchwardens and representatives on Deanery, Diocesan or General Synods) and twelve members of the congregation on the Church Electoral Roll (elected at the Annual Parochial Church Meeting) and appropriate co-opted members. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Ex-officio Members:

Fr Mark Lyon SSC	(Rector)	Chairman
Fr Ian Edgar	(Assistant Curate until September 2021)	
Mr Paul Halstead	(Churchwarden)	Vice Chairman
Mrs Jane Wells	(Churchwarden until May 2021)	
Miss Margaret Sturmeay	(Churchwarden from May 2021)	

Elected Members:

Caroline Birch
Carol Churchill
Peggy Mulholland
Kathy Shuttleworth
Michael Harbut
Len Webb
Jill Underwood
Margaret Sturmeay (until May 2021)
Pauline Stanton-Roberts
Sophie Businge
Jane Wells

Deanery Synod:

Hazel Whittaker
Leah Barrs
Frances Spencer
Liz McCarthy
Ian Alexander

OUR AIMS, OBJECTIVES AND PURPOSES AS A CHARITY

The primary objective of St Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Rector in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities.

TRUSTEES' REVIEW OF THE YEAR

(What we have achieved and how we have affected beneficiaries' lives)

2021 saw the continuation of Covid restrictions easing throughout the year and the Parish has continued to prove that the Church is the people within the congregation and not just the building itself, pulling together and supporting each other in a variety of ways.

Communication was maintained within the Parish by a weekly e-mail newsletter. The Wednesday Zoom coffee morning was continued along with a 9 am service at St Richards.

As restrictions continued to ease still further, a programme of services was introduced at St Andrew's to enable parishioners who were not shielding, to attend Mass in person. The choir continued to enhance our services growing in numbers.

In April Fr Mark and Aaron celebrated their Civil Partnership and were presented with gifts.

Open Day and our Harvest Festival were celebrated and services were held for All Saints, All Souls, Remembrance Sunday, and the Patronal Festival. For this year's remembrance we received a very generous donation for a 'Silent Soldier' who stood guard over our Commonwealth War Grave.

A Pilgrimage to Chichester Cathedral was organised in July as well as a visit to St Paul's Brighton (Fr Mark's previous church) for a Walsingham celebration day in September.

We saw a greater number than ever visiting the Tower on Open Day. It was a lovely sunny day and people were able to enjoy the friendship and first real use of the coffee machines which have been so well received by everyone.

We said farewell to Fr Ian, Jocelyn, Kieran and Luke in September as he took up his position as Associate Vicar at St James the Less, Lancing with Coombes. Our heartfelt thanks go out to him for his ministry during his time with us.

Services in Church went back to 8 am, 10 am and Friday 9 am from Advent Sunday, enabling the Priest to offer mass at both St Andrew's and St Richard's on a Sunday if this was required.

We were able to celebrate our normal routine of Christmas Services with Darkness into Light, Nine Lessons and Carols, Christingle with Father Christmas, Crib Service, Midnight Mass and Christmas Day Services.

As with last year and Covid restrictions continuing albeit not so restricted we were unable to hold Tarring Market or any summer events including the Parish Barbecue and Children and Youth Pilgrimages to Walsingham. However, a coach load of pilgrims did attend the Parish Pilgrimage to Walsingham in August.

The Annual Parochial Church Meeting, the Parish's AGM took place in May 2021. At that time, we welcomed Carol Churchill, Sophie Businge, Pauline Stanton-Roberts and Jane Wells to the PCC as Ian Alexander, Robin Churchill, Claire Martin and Brenda Cox stood down, having completed their terms of office. We thank them for their valued contribution over the past three years. Margaret Sturmeay was elected as Churchwarden replacing Jane Wells who stood down having completed her six year tenure. Liz McCarthy was elected to a vacant position on the Deanery Synod. The sub-committee structure has continued although meetings have again been limited during the year.

The Electoral Roll stands at 202. The PCC met in 2021 four times, one of those meetings being via Zoom and one facilitated by the Arch Deacon. The PCC has also corresponded and made decisions via email. The Standing Committee, which has full executive authority in between PCC Meetings, has corresponded via e-mail, and has also met via Zoom as the need arose.

During lockdown, the parish sought to limit its expenditure. As a result, the Director of Music, the Children's and Family Worker and the Parish Administrator were all placed on full or flexi-furlough until the Scheme finished at the end of September - all our staff were paid for their contracted hours.

The Parish has taken account of the General Data Protection Regulations introduced in May 2018 and continues to ensure data collected is appropriate and held securely.

The Church has continued to welcome and embrace the wider community for the occasional offices of Baptisms, Weddings and Funerals as far as has been permitted within the restrictions.

Sermon Skivers (the children supervised by our Youth and Family Worker and volunteers) were welcomed back at the start of the Autumn School term.

A new Tuesday night meeting started in Lent to pray the Rosary, people drop in but there are about 5-7 on a regular basis.

The links between the three parishes of St Andrew's, St Richard's, and St Symphorian's continued with the sharing of the live-streamed services and the wider ministries of Fr Mark, Fr Ian and Fr Robert.

Fr Mark, Jane, Paul, Margaret and Kathy, would personally like to say thank you to everyone for their support given to us all so freely over the year January to December 2021.

CHURCH BUILDING AND FABRIC

The Church building continues to be in a good state of repair. Routine maintenance tasks have been attended to and carried out as the need arose. This includes but is not limited to the constant need for the shingles being replaced on the spire due to storm and weather damage. The flagpole in the churchyard was serviced in September. At the end of November the drains blocked and there was flooding to the kitchen area in the vestry. The contractors removed six bags of rubble and soil from the drains and later carried out a full camera survey. We also reinstated the outside lighting to the Church which had not been working for some time.

SAFEGUARDING

The parish takes its responsibility for the Safeguarding of Children and Vulnerable Adults very seriously. It has complied fully with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. The Parish adopts (as standard practice) the Chichester Diocesan Safeguarding Policy, and DBS (Disclosure and Barring Service) checks are carried out for all those requiring them in line with that policy. The Diocesan-wide training programme has now, like the rest of the Church of England, changed and developed and is conducted currently all online. Fr Mark, Victoria Townsend and Frances Spencer have all completed the new Safeguarding Leadership Pathway as required for their respective roles. All those who require specific safeguarding training have all attended their relevant courses and this is overseen by Frances Spencer, our Parish Safeguarding Officer.

FINANCIAL REVIEW

The purpose of the PCC is to carry out its functions and activities for the charitable benefits of the parishioners and the wider community, and as a result the balance sheet is not presented to show the PCC's net worth as if the PCC is a business – the Charity Commission regularly reminds charities that they often fail to demonstrate public benefit.

The Statement of Financial Activities summarises the transactions detailed within the accounts. The bottom right-hand corner of the first page shows that, despite the particular circumstances of the last two years, the increase in the value of investments have helped to boost the carry forward to £996,974. Again, it wasn't possible to run Tarring Market, the major fund-raiser and contributor to running costs. Running costs processed through the Unrestricted General Fund exceeded income by £22, 858. However, the parish benefits from Restricted Funds of £275,308 (see the Balance Sheet) where donors have specified particular uses for those funds - the diocese advises that restricted funds are not intended to be

invested permanently but are to be spent within reasonable timescales. However, it is hoped that there will be less reliance on reserves once fund-raising activities are resumed. Significant expenditure is discussed and agreed at PCC meetings with all payments subject to dual authorisation. The PCC is conscious of costs versus income.

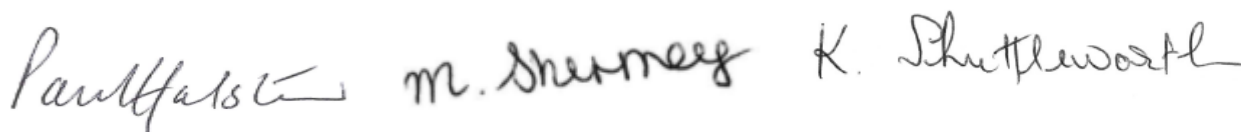
Benefits from those funds, together with that of parishioners' regular giving, has enabled the church buildings to be kept warm and in good repair; youth resources have made it possible to employ a Youth Worker, provision of a children's play area in church, together with 'Sermon Skivers' resources. Children have also been involved in pilgrimages. Funds have been provided for training in Authorised Lay Ministry for 3 members of the church; the website is maintained regularly to provide clear and up-to-date information about the church's activities and two coffee machines are being rented, initially for 3 years, producing a variety of drinks, encouraging the congregation to stay and socialise after services. As can be seen in the notes to the accounts parishioners are, as ever, generous in donating to others in need, both locally, nationally and internationally. Almost £2000 in the Rector's Discretionary Fund is still available to provide food vouchers locally for families continuing to suffer the financial effects of the pandemic.

A reduction in the annual parish share from £66,000 to £50,000 was again negotiated with the diocese with the proviso that our full share will be paid as soon as practical. However, the diocese has thanked parishes for their pledges which have helped to defray reduction in parish clergy for the moment.

Overview and Outlook

The finances of the Church Council, monitored and kept under regular review, continue to be in a sound state.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by the Churchwardens during the Vacancy.



.....
Paul Halstead

.....
Margaret Sturmeey

.....
Kathy Shuttleworth

Date: 23rd May 2022

Independent Examiner's Report to the members of the PCC of Saint Andrew's Church, West Tarring.

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St. Andrew's Church, West Tarring (the charity) for the year ended 31 December 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



John Pudduck FCCA
Independent Examiner
The Martlet Partnership LLP
E1, Yeoman Gate
Yeoman Way
Worthing
West Sussex
BN13 3QZ

Dated: 19th May 2022

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total total funds	Prior year
Income and endowments from:						
Donations and legacies	6,352	1,985	12,160	—	20,497	17,487
Income from charitable activities	50,545	—	—	—	50,545	53,947
Other trading activities	51	11,194	—	—	11,245	12,390
Investments	27,327	22,394	5,663	—	55,382	59,045
Other income	3,485	17,837	3,962	—	25,284	7,317
Total income	87,760	53,410	11,785	—	162,955	150,185
Expenditure on:						
Raising funds	43	101	—	—	145	169
Expenditure on charitable activities	109,674	54,327	11,062	—	175,063	179,978
Other expenditure	900	—	—	—	900	900
Total expenditure	110,618	54,428	11,062	—	176,108	181,046
Gains / losses on investment assets	6,137	15,419	27,622	—	49,178	23,090
Net income / (expenditure) resources before transfer	(16,721)	14,400	38,345	—	36,025	(7,771)
Transfers						
Gross transfers between funds - in	5,200	-	641	—	5,841	5,434
Gross transfers between funds - out	(393)	(5,248)	(200)	—	(5,841)	(5,434)
Other recognised gains / losses						
Net movement in funds	(11,914)	9,152	38,786	—	36,025	(7,771)
Total funds brought forward	102,697	621,730	236,521	—	960,949	968,720
Total funds carried forward	90,783	630,882	275,307	—	996,974	960,949

Balance sheet as at 31st December 2021

	Total funds	Prior year funds
Tangible Fixed assets		
Properties	478,429	478,429
Investments	396,672	347,494
	875,101	825,923
Current assets		
Stocks and work in progress	113	126
Debtors	1,732	1,641
Cash at bank and in hand	128,967	144,634
	130,812	146,401
Liabilities		
Creditors: Amounts falling due in one year	8,939	11,374
	8,939	11,374
Net current assets less current liabilities	121,873	135,026
Total assets less current liabilities	996,974	960,949
Total net assets less liabilities	996,974	960,949
Represented by		
Unrestricted		
General fund	90,783	102,697
Designated		
Belfry	2,123	2,123
Old Palace	22,128	20,791
Pat Baker Events Fund	29,561	24,816
New Projects Fund	130	130
Sunday Adventurers	219	219
Tower Repairs	3,218	3,218
Youth Work Projects	44,250	49,323
Bookstall	1,808	1,875
Capital Reserve Fund	445,000	445,000
Church Repairs	76,142	68,376
Rector's Discretionary Fund	1,750	935
Livewire	320	320
Minor improvements	3,553	3,925
Music Fund	251	251
Church Notice Board	428	428
Restricted		
Church Maintenance	265,642	226,603
Flowers	1,200	1,406
Hymn Books	264	264
Longmans Tombs & Windows	2,492	2,492
Organ Repair	5,888	5,888
Pilgrimages	(178)	(132)
Funds of the church	996,974	960,949

Approved by the Parochial Church Council on 29th March 2022 and signed on its behalf by

Church Wardens

Paul Harris
M. Sherrington

Kathleen Shuttleworth: Hon Treasurer.

K. Shuttleworth

The notes on pages 15 -17 form an integral part of these accounts.

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Belfry - Belfry						
Designated	2,123	—	—	—	—	2,123
Sub-total for Belfry	2,123	—	—	—	—	2,123
Books - Bookstall						
Designated	1,875	76	142	—	—	1,808
Sub-total for Books	1,875	76	142	—	—	1,808
CapReserve - Capital Reserve Fund						
Designated	445,000	—	—	—	—	445,000
Sub-total for CapReserve	445,000	—	—	—	—	445,000
ChMaint - Church Maintenance						
Restricted	226,603	19,625	8,208	—	27,622	265,642
Sub-total for ChMaint	226,603	19,625	8,208	—	27,622	265,642
ChRepairs - Church Repairs						
Designated	68,376	4,750	5,243	—	8,260	76,142
Sub-total for ChRepairs	68,376	4,750	5,243	—	8,260	76,142
Discr - Rector's Discretionary Fund						
Designated	935	2,617	1,803	—	—	1,750
Sub-total for Discr	935	2,617	1,803	—	—	1,750
Flowers - Flowers						
Restricted	1,406	2,160	2,366	—	—	1,200
Sub-total for Flowers	1,406	2,160	2,366	—	—	1,200
Hymns - Hymn Books						
Restricted	264	—	—	—	—	264
Sub-total for Hymns	264	—	—	—	—	264
Livewire - Livewire						
Designated	320	—	—	—	—	320
Sub-total for Livewire	320	—	—	—	—	320
Longmans - Longmans Tombs & Win						
Restricted	2,492	—	—	—	—	2,492
Sub-total for Longmans	2,492	—	—	—	—	2,492
MinImps - Minor improvements						
Designated	3,925	—	372	—	—	3,553
Sub-total for MinImps	3,925	—	372	—	—	3,553
Music - Music Fund						
Designated	251	—	—	—	—	251
Sub-total for Music	251	—	—	—	—	251
NoticeBd - Church Notice Board						
Designated	428	—	—	—	—	428
Sub-total for NoticeBd	428	—	—	—	—	428
OPalace - Old Palace						
Designated	20,791	23,842	17,505	(5,000)	—	22,128
Sub-total for OPalace	20,791	23,842	17,505	(5,000)	—	22,128
OrganRep - Organ Repair						
Restricted	5,888	—	—	—	—	5,888
Sub-total for OrganRep	5,888	—	—	—	—	5,888
PBEvents - Pat Baker Events Fun						
Designated	24,816	807	—	—	3,938	29,561
Sub-total for PBEvents	24,816	807	—	—	3,938	29,561
Pilgrim - Pilgrimages						
Restricted	(132)	—	487	441	—	(178)
Sub-total for Pilgrim	(132)	—	487	441	—	(178)
Projects - New Projects Fund						
Designated	130	—	—	—	—	130
Sub-total for Projects	130	—	—	—	—	130

SAdventure - Sunday Adventurers						
Designated	219	—	—	—	—	219
Sub-total for SAdventure	219	—	—	—	—	219
TowerRep - Tower Repairs						
Designated	3,218	—	—	—	—	3,218
Sub-total for TowerRep	3,218	—	—	—	—	3,218
Youthwork - Youth Work Projects						
Designated	49,323	21,317	29,364	(248)	3,221	44,250
Sub-total for Youthwork	49,323	21,317	29,364	(248)	3,221	44,250
General - General fund						
Unrestricted	102,697	87,760	110,618	4,807	6,137	90,783
Sub-total for General	102,697	87,760	110,618	4,807	6,137	90,783
Grand total	960,948	162,955	176,108	—	49,178	996,974

Analysis of income and expenditure

	Total				This year	Last year
	Unrestricted	Designated	Restricted	Endowment		
INCOME AND ENDOWMENTS						
Donations and legacies						
Giving through church boxes	1	—	—	—	1	58
Donations appeals etc	3,651	1,985	2,160	—	7,796	15,929
Legacies	2,000	—	10,000	—	12,000	1,500
Other funds generated	700	—	—	—	700	—
Total	6,352	1,985	12,160	—	20,497	17,487
Income from charitable activities						
Gift Aid - Bank	6,896	—	—	—	6,896	8,036
Gift Aid - Envelopes	8,305	—	—	—	8,305	7,808
Parish Giving Scheme	17,672	—	—	—	17,672	20,207
Loose plate collections	1,843	—	—	—	1,843	3,245
Tax recoverable on Gift Aid	9,147	—	—	—	9,147	10,725
Fees for weddings and funerals	6,683	—	—	—	6,683	3,927
Total	50,545	—	—	—	50,545	53,947
Other trading activities						
Social Activities	51	—	—	—	51	170
Bookstall sales - fund raising	—	76	—	—	76	135
Church hall lettings - fund raising	—	11,118	—	—	11,118	12,085
Total	51	11,194	—	—	11,245	12,390
Investments						
Dividends	3,991	2,454	5,662	—	12,107	12,262
Bank and building society interest	80	—	1	—	81	476
Rent from lands or buildings	23,255	19,940	—	—	43,195	46,306
Total	27,327	22,394	5,663	—	55,383	59,045
Other income						
Recurring grants	1,375	243	—	—	1,618	1,504
VAT Refund	—	—	—	—	—	735
Insurance claims	—	6,353	3,962	—	10,315	—
Collected for gifts	935	—	—	—	935	—
Coronavirus Job Retention Scheme	1,175	10,851	—	—	12,026	4,395
Miscellaneous Income	—	390	—	—	390	683
Total	3,485	17,837	3,962	—	25,284	7,317
INCOME TOTAL	87,760	53,410	21,785	—	162,955	150,185

Analysis of income and expenditure

EXPENDITURE

	Raising funds						
Costs of fetes & other events	43	—	—	—	43	40	
Bookstall costs	—	101	—	—	101	129	
Total	43	101	—	—	145	169	
Expenditure on charitable activities							
Donations - Home mission	1,104	1,753	—	—	2,857	14,541	
Clergy Costs	1,399	—	—	—	1,399	1,405	
Clergy Fees	1,702	—	—	—	1,702	435	
Ministry parish share etc	50,000	—	—	—	50,000	66,632	
Salary of parish administrator	6,417	—	—	—	6,417	5,008	
Working expenses of incumbent	2,640	—	—	—	2,640	2,444	
Council tax	3,273	—	—	—	3,273	3,123	
Parsonage house expenses	—	—	—	—	—	226	
Water rates - vicarage	697	—	—	—	697	805	
Youth & Children's work	518	26,082	—	—	26,600	22,202	
Parish training and mission	483	80	—	—	563	120	
Church running - insurance	5,630	—	—	—	5,630	5,643	
Church office - telephone	497	—	—	—	497	359	
Organ / piano tuning	1,316	—	—	—	1,316	1,197	
Organists, Choir & Music	8,120	—	—	—	8,120	5,792	
Church maintenance	1,174	5,523	8,208	—	14,905	7,508	
Cleaning	—	—	—	—	—	53	
Upkeep of services	2,549	—	2,366	—	4,915	2,305	
Social Activities	1,141	—	—	—	1,141	326	
Upkeep of churchyard	—	92	—	—	92	40	
Administration	3,860	125	46	—	4,031	4,719	
Printing	1,205	—	—	—	1,205	2,001	
Livestreaming costs	510	—	—	—	510	—	
Church running - heating and lighting	6,541	—	—	—	6,541	4,660	
Miscellaneous	240	—	441	—	681	585	
Covid-19 costs	601	—	—	—	601	3,523	
Hall running - utilities & insurance	—	7,031	—	—	7,031	3,757	
Hall running - maintenance	—	3,811	—	—	3,811	2,591	
Hall running - cleaning	—	677	—	—	677	750	
Hall running - miscellaneous	—	733	—	—	733	944	
Hall running - Caretaker's salary	—	5,168	—	—	5,168	4,773	
Other PCC property upkeep	6,157	3,252	—	—	9,409	9,905	
Gifts	1,898	—	—	—	1,898	1,605	
Total	109,674	54,327	11,062	—	175,063	179,978	
Other expenditure							
Governance costs examination/audit fee	900	—	—	—	900	900	
Total	900	—	—	—	900	900	
EXPENDITURE TOTAL	110,618	54,428	11,062	—	176,108	181,046	
GRAND TOTAL	(22,858)	(1,018)	722	—	(23,154)	(30,861)	

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by the Charity SORP (FRS102) (effective 1 January 2019) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as balance on that fund.

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from 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 when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

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

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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 when paid. Any parish contribution unpaid at 31 December would be provided for in these accounts as an operational (though not a legal) liability and would be 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 furnishings held by the Rector 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 accounts.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 is written off in the year it was incurred.

Properties are accounted for at cost or probate value at their date of acquisition.

Depreciation

No depreciation is provided on properties 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 are stated at market 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.

2. Tangible Fixed Assets

	At 31.12.21	At 31.12.20
	£	£
Properties		
Freehold House - 24 Upton Road – at probate value.	180,000	180,000
Freehold House - 17 Church Way – at probate value.	130,000	130,000
Leasehold Flat – 15 Ravenswood Court at cost.	<u>168,429</u>	<u>168,429</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that these properties would never be sold, revaluation to a theoretical market value would be pointless and costly, with no benefit to the charity nor to its beneficiaries. The PCC is of the opinion that its policy of no revaluation is right and properly derived from its ecclesiastical and pastoral responsibilities to its parishioners.

The occupation of the properties is as follows:

24 Upton Road (acquired by legacy and intended for occupation by a Curate when required) is let temporarily at open market rate. 17 Church Way (acquired by legacy in 2007 at probate value of £130,000 intended for occupation by a member of staff when required) is also let at open market rate.

The flat at 15 Ravenswood Court (acquisition cost in 2007 £168,429 is opposite the Church and was acquired for future possible occupation by a member of the staff when required). It is currently let temporarily at open market rate, and this income is being credited to the Youth Work Projects Fund in recognition of its specific charitable purpose.

The PCC considers that these properties are held to enable it to perform its long-term charitable ecclesiastical purposes, does not consider that they form part of a simple investment portfolio, nor are they held simply to generate income although this may be a short-term consequence of owning these assets.

The PCC also considers that the residual value of each property is at least equivalent to the net book value thereby justifying no depreciation.

3. Investments

	2021	2020		
	£	£		
CBF Investment Funds:				
Market value 1 January	347,494	324,404		
Less sales at 31.12.20 valuation	<u>-</u>	<u>-</u>		
	347,494	324,404		
Appreciation in value in year			<u>49,178</u>	<u>23,090</u>
Market value 31 December	<u>£396,672</u>	<u>£347,494</u>		

4. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	<u>£445,000</u>	<u>£445,000</u>
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5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2021 was £130,887 (2020 £133,176).

6. Two legacies of £1,000 each and one of £10,000 were received during the year.

7. **Analysis of net assets by fund type.**

	Unrestricted Funds	Restricted Funds	Total	2020
	£	£	£	£
Investment Properties	478,429	-	478,429	478,429
Investments as Fixed Assets	173,872	222,800	396,672	347,494
Current Assets	77,189	53,622	130,812	146,401
Current Liabilities	<u>(7,825)</u>	<u>(1,114)</u>	<u>(8,939)</u>	<u>(11,374)</u>
	<u>£721,666</u>	<u>£275,308</u>	<u>£996,974</u>	<u>£960,950</u>

8. **Debtors**

	2021	2020
	£	£
Income Tax Recoverable	985	1,000
Other Debtors	<u>747</u>	<u>641</u>
	<u>£1,732</u>	<u>£1,641</u>

9. **Creditors: amounts falling due within one year**

	2021	2020
	£	£
Accruals for utilities	639	817
Fees due to Diocese	3,034	3,998
Wedding Deposits received in advance	500	2,216
Other creditors	<u>4,766</u>	<u>4,343</u>
	<u>£8,939</u>	<u>£11,374</u>

10. **Special and retiring collections**

The special and retiring collections for particular purposes were as follows:

	2021	2020
	£	£
Turning Tides (Worthing Churches Homeless Project)	319	316
The Seafarers Charity	105	
Children's Society	-	148
DEC	<u>-</u>	<u>58</u>
	<u>£424</u>	<u>£522</u>

These collections are not included elsewhere in these accounts.

11. **Donations – Home Mission**

	2021	2020
	£	£
Duke of Edinburgh's Memorial Fund	303	-
Chichester Diocese	-	5,000
Family assistance **	1,754	9,327
Mothers Union	<u>800</u>	<u>214</u>
	<u>£2,857</u>	<u>£14,541</u>

** Parishioners' donations to the Rector's Discretionary Fund for family assistance needed as a result of the pandemic.

12. **Employees**

The PCC employs four members of staff, full-time equivalent being 1.95 employees, who were paid a total remuneration of £40,796 with Employer's National Insurance Contributions totalling £1,955 and Employer's Pension Contributions £916. The Parish Administrator is a member of the PCC and received remuneration of £6,022 for the year together with pension contributions of £227.

13. **Clergy costs**

The incumbent was supported by payment of council tax, environmental charges and working expenses totalling £6,610. Net of St Richard's contribution towards these costs. Until August the Assistant Curate was supported by payment of council tax, environmental charges and working expenses totalling £1,399 net of St Symphorian's and St Richard's contributions towards these costs.

APPENDIX

CHURCHWARDENS REPORT 2021

2021 continued to be a challenging year as we very slowly emerged from the lockdown restrictions, ending the year still far from 'back to normal'.

At the May APCM Jane Wells stood down following her six year tenure and was succeeded by Margaret Sturmey as Churchwarden. Jane however remained on the PCC and in effect, swapped roles with Margaret to become PCC Secretary. We would like to thank Jane and Margaret for their contributions in their respective roles, Margaret having been PCC Secretary for 10 years.

Whilst Fr Mark was off in the summer a Parish Pilgrimage to Chichester Cathedral was organised which was a wonderful day.

Following the Parish Pilgrimage to Walsingham, where they have coffee machines in their Refectory, Fr Mark was persuaded to look into sourcing suitable machines for St Andrew's. It had been recognised that the coffee rota was difficult to maintain and relied too heavily on a few individuals staying late after services to wash up. The two machines have been rented using the Donald Smith bequest and all maintenance and replacement is part of the contract.

Not only that, after our visit to St Mary's Church in Walsingham we came back with lots of ideas to re-vamp our children's area which is used every Sunday and also any opportunity that children are in church.

The Welcomers and Readers rotas have been reinstated. In September, as in previous years, the Sussex Historic Churches 'Ride and Stride' event took place and several participants checked in at St Andrew's and enjoyed some light refreshments. It was a fine day and we took advantage of this by doing some churchyard weeding and general tidying. Hopefully in 2022 we'll have some Riders and Striders of our own.

Vicky, our Youth and Families Worker, was married to Mark Townsend in October by Arch Deacon Luke which was a really special day for all of us who went to share with them and their families.

Paul and Margaret

DEANERY SYNOD REPORT 2021

Three meetings have been held since the last APCM.

On June 9th, the Deanery Synod met on Zoom. There was a presentation by Revd Jack Dunn, who joined the Parish Development Team in March 2021 working with Bob Dillingham on Mission and Evangelism. They have visited all Chapters in the Diocese and are now visiting the Deanery Synods.

The pandemic has led to a huge amount of uncertainty in the Diocese and no-one is quite sure what the new normal will look like. Now is a time when we can pause and reflect on our future plans, and Rob and Jack are there to help with this if necessary.

Martin Lloyd is now acting lay chair, following the resignation of Janine Hobbs.

The next meeting on October 14th was held at St Matthew's Church and was mainly taken up with a presentation by Al Pitcher on Eco Church, followed by a discussion. Topics ranged from environmentally friendly toilet rolls made from bamboo, through various foods and toiletries not reliant on plastic packaging, to economic ways in future for heating and maintaining our church buildings.

On February 1st, at St Stephen's Church, the Deanery Synod met to hear Archdeacon Martin, from Brighton, give a presentation on "Living in Love and Faith". A group was set up within the Church of England nationwide to develop a course entitled "Living in Love and Faith". It has five different sessions about Christian Teaching and Learning, Identity, Sexuality, Relationships and Life Together. We were shown a short video which included interviews from people of differing backgrounds and with a variety of personal issues, who had worked through the course and explained how it had affected them. Feedback from those who have attended the course will be given to the General Synod next year when they will debate what sort of church we will become in the future.

Frances Spencer

SAINT ANDREW'S FELLOWSHIP

The Fellowship re-convened for the first time for over two years on May 3rd 2022 for tea and chat. It was good to meet again with friends old and new. We are always pleased to welcome new members and also, of course, to see members' guests. We envisage that our 2022/2023 session will commence on Tuesday 6th September and we hope to roll out a programme to include outside speakers.

We have to report the retirement of our Hon. Treasurer Ann Beynon. We are indeed extremely grateful to Ann for her unstinting service to the Fellowship over many years. We are pleased to welcome Daphne Holland as her successor.

The Fellowship has served the parish for over eighty years now. Our objective is to continue to provide a relaxed and welcoming social gathering - open to all members of our congregation and friends.

Finally a particular word of thanks to our Chair, Ros Bailey and to Ann Patten for their unobtrusive work in arranging and providing tea and refreshments at our meetings.

John Hubbard (Hon. Secretary Saint Andrew's Fellowship)

OLD PALACE REPORT

2021 was once again rather dominated by COVID following on from a difficult 2020. The year started with almost total lockdown meaning that the majority of both regular and one off bookings did not take place. However, our daily nursery school 'Busy Bees' remained open throughout, taking the children of front line workers, meaning that there was some continuous income for the centre. As the year progressed and restrictions were gradually lifted, our regular users came back incrementally so that by the end of the year, almost all of our regulars were back with us. The Mothers and Toddlers Group, an outreach of St Andrews, were able to return in the latter part of 2021, and remains a thriving community outlet with a very healthy attendance.

It was necessary to introduce a strict COVID risk assessment for all users and this resulted in the centre always being a safe environment, with upgraded cleaning taking place with an annual deep clean in August. Gradually as 2021 progressed a few one off weekend bookings returned and this has escalated considerably into 2022.

Despite the reduction in the Centre's use, necessary repairs and maintenance were kept up including some internal masonry repairs; electrical and gas safety work and the upkeep of the gardens and trees outside the Old Palace. As well as the excellent work of our Caretaker Linda, a special thank you to Clive, her husband, for all his work on the gardens outside. The JB Dance Studio, who lease the studio from St Andrews, suffered water damage following heavy storms and we worked closely with them and Ecclesiastical Insurance to get the necessary work done to repair the damage.

Whilst the income from lettings suffered during both 2020 and 2021 the Old Palace account has remained in credit, and in both years a repayment was made back to the church for money borrowed when the ceiling of the Solar had to be repaired in 2017/18.

2022 is already a busy year for the Old Palace with numbers of events already planned including the Platinum Jubilee event, and the number and variety of weekend bookings taking place means that the Centre is almost always in continuous use.

Graham E Hill. Old Palace Manager.

CHILDRENS AND FAMILIES

During Covid -19 restrictions and not being able to meet in person together each week the Youth and Family Worker (Vicky) continued sending out a Bible story, prayer and activities for the children to take part in. There was even an online Sunday Adventurers for the children to watch.

Vicky has been in contact with the families in the Parish by telephoning them, sending emails, text messages to make sure they are all keeping well and safe, especially with the children being at home doing home learning for school.

Sadly the Children's Pilgrimage in 2021 was cancelled due to Covid -19 restrictions. The theme for the weekend was Footsteps in Faith. It was a free online event with lively worship, music, stories and activities. A link was sent out to our families in the parish so

they could join in and watch.

On Sunday 12th September 2021 after Covid -19 restrictions were lifted Vicky re-launched the Sunday Adventurers with the new catchy name of Sermon Skivers. It's for 4 to 14 year olds, every Sunday during the 10am Mass at St Andrew's Church, term time only. We begin in the church at the start of the Mass and go out after the Collect for the children's bible story, prayers and fun activities.

A BBQ was organised at St Richards, Maybridge for the families on a Sunday in June. We were very fortunate with the weather as we were able to meet outside and see some of the families from church. It was lovely to chat, see families that we had not seen for a long time. It was all in a safe environment. Covid restrictions followed.

We also invited families to join the Parish Pilgrimage to Chichester in July. We left St Andrews West Tarring and stopped at St Andrews Church Tangmere for Mass and a picnic lunch in the church grounds as the weather was a lovely sunny day. We then went on the coach again which dropped us off at Hunston at the Canal and we walked along the footpath chatting, looking at the birds and people on paddle boards and canoes on the canal. We finally got to the Canal basin and had drinks or an ice cream. We then continued our walk into Chichester to the Cathedral where we had Evensong before returning on the coach to St Andrew's West Tarring.

In October at St Andrew's Church Rectory we had a sausage sizzle and sparklers for the families and children of the church. We had a bonfire as well, the children all ran around the garden, had some sparklers and ate hotdogs. Everyone who came really enjoyed it. We were yet again very lucky with the weather as it stayed dry for us.

Christmas this year at the Christingle Service Fr Mark and Vicky did the talk together. Vicky had made a big Christingle which was put together with the help of the children to explain the meaning of Christingle. We made 150 Christingles on the Saturday before and each person who attended was able to take a Christingle. We also had a visit from Father Christmas which went down really well and had some very surprised children. The Crib service went really well. The children were chosen by Fr Mark to bring up the Nativity characters to make the Nativity scene at the altar. Vicky and a child read the story of the Nativity.

The Sermon Skivers made a Nativity with wooden people to represent Baby Jesus, Mary, Joseph, the shepherds, sheep and the three kings which was displayed in the Children's Area. They also made a Christmas wreath which we hung on the hooks on the pillars in church.

In church by the North door is the Children's Area to be used during the service. It is very children friendly with a teepee with star lights on the outside, cushions inside to sit on, some books to read, clipboards with sheets to colour in. Building blocks, mega blocks to build things, soft cuddly toy, jigsaws, toys for babies, a bag with a small ball globe, whiteboard, pen and cloth and prayer cards for the children to write a prayer or draw pictures for a prayer.

Everyone comments on how lovely the Children's area is and so good to have for the children. It was decorated with Christmas decorations and the Sermon Skivers made a

Nativity scene which they put in the area.

We do really appreciate and benefit from the money which the church very kindly helps us towards various activities, crafts, equipment and outings to support the children and families work.

Thank you everyone for all your continuing support, help and advice. I look forward to the exciting year ahead for Children and Families in our Parish.

Vicky Townsend

BABY & TODDLER GROUP

We are pleased to say that we now have a Team of 10 helpers including our Children and Family Worker Vicky, who is on the desk to meet families as they arrive.

We re-opened the Group after Covid restrictions were lifted on Wednesday 8th September 2021. We have been thrilled to meet many new children and Carers and we have welcomed back some old faces that had grown up so much in the time we were closed.

It has been such a joy to be together again, sharing friendship, play, craft and group singing.

Our Christmas meeting with Santa was much enjoyed by all who came

Jan Grange keeps everyone informed of what we have planned and sends birthday cards to all the children on our register.

On average around 25 children and their Carers attend every week. We use all the available space at The Old Palace to offer different areas for play to suit all ages.

We hope we show everyone God's love through our actions and all who attend receive the friendship and support of all our Team who are fantastic.

Ros Halstead Jan Grange (Joint Leaders)

SOCIAL COMMITTEE

The social committee has not met since the last report of 2020. Any events after special services have been organised by the Churchwardens and ably assisted by willing volunteers.

MOTHERS UNION BRANCH

We now have 46 Members in our Branch. 3 Members have moved away and two members membership has lapsed. Jean Stringer and Joan Dowrick have sadly passed away.

We began meeting again as a group after restrictions were lifted in June 2021 and celebrated with a BBQ. We then continued with our interesting programme of afternoon and evening meetings.

The sandwich lunch was held in August and a Coffee Morning in September.

Our meetings then continued, culminating with our Christmas Party in December enjoyed by all.

Throughout this time we have continued to send cakes into Worthing Hospital through the Ministry of Cake. Hayley the playleader continues to take them in for us to both Bluefin and Beeding Wards. We are still sending in emergency wash bags and memory bags every month that are most appreciated.

Fundraising for MU: We are very lucky that Christchurch continue to hold coffee mornings to support our Branch and the AFIA project (Away From It All), which runs 2 caravans in Selsey and Winchelsea for holidays for families in need. We are most grateful to them for this.

Ros Halstead Branch Contact

CHOIR

Music at St Andrew's

Whilst it was inevitable that the activity of singing would be a casualty of Covid, the impact of which was marked by a) the suspension of all activities involving children, b) the legal requirement for choral groups not to exceed 6 singers, choral music continued to play a part in our services during this time. We re-ordered our singers into 'choral units' formed from both the St Andrew's Choir and St Andrew's Singers and 'sealed' ourselves in the chancel where we could maintain social distancing amongst the members. Whilst this arrangement felt uncomfortable at first, with singers being unusually distant from each other, the use of the chancel organ meant the choir was not so distant from its accompanimental resource and hence a unity of sound was produced.

St Andrew's has been fortunate that, in contrast to many other local churches, there has been a full return to choral singing post the legal restrictions. Although 3 of the 5 members of the children's choir did not return once restrictions were lifted, we were delighted to welcome 4 new adult members to the robed choir. We have retained elements of caution, though. The robed choir no longer sits cheek by jowl in the back row of the choir stalls, but 'spreads' out across the whole of the chancel's central space (the front stalls being unsuitable for adults). The choir enters and departs in single file and does not process from the back of the church; nor does it sing when moving.

Whilst the demise of regular evening services has resulted in fewer opportunities to explore the Anglican Church's wide repertoire of music for evensong, the choir sang choral Compline for All Saints, provided candlelit music for Advent Sunday's Darkness to Light Service and the Christmas Carol Service, and choral evensong to mark the Queen's accession. During the early months of 2022 it provided music for Ash Wednesday and the Holy Week liturgy.

Whilst the robed choir is definitely on a 'high' at the moment, both technically and musically, and is capable of producing a beautifully accomplished melody line and rich harmonies, it has been sad to see the St Andrew's Singers diminish in numbers, and the energy of our congregational singing dissipate somewhat. Whilst recently published articles show that voluntary choirs in the UK are in decline and that Anglican church congregations have come out of COVID with less enthusiasm to raise the roof than previously, I hope this is a temporary situation and that as 2022 progresses we will sing our praises with an ever greater number of voices and with ever greater volume!

Our Choirs....

St Andrew's Choir - a robed SATB choir in the Anglican tradition that meets to rehearse on Fridays. The choir sings most Sunday morning services from the choir stalls and at the great festivals.

St Andrew's Singers - an informal unison choir which sings from the nave usually once every six weeks and during the Sundays of August. No experience required, just a desire to make an enthusiastic sound. It rehearses on the Thursday or Friday before the Sunday on which it leads the music.

St Andrew's Christmas Choir - a combination of both our choirs plus visitors from across Worthing. For 2022, it will produce a hugely enjoyable selection of light-hearted seasonal music for its concert in the week before Christmas. It rehearses for 1 hour on the 7 Wednesdays leading up to Christmas.

Robert Fitzgerald

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ANDREW'S CHURCH, WEST TARRING**

(In the Benefice of Maybridge and West Tarring)

**TRUSTEES' ANNUAL REPORT
FOR YEAR ENDING 2020**



**ST ANDREW'S
CHURCH**
WEST TARRING

Registered Charity No: 1130723

St Andrew's Church,
Church Road
Worthing
BN13 1HQ
(01903) 366980

parishoffice@standrewwesttarring.co.uk

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STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Parochial Church Council (PCC) is a charity registered with the Charity Commission as required by the Charities Act 2011 (Registration Number: 1130723). Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Charity Trustees are members of the PCC. Membership of the PCC is determined under the Church representation rules and consists of certain ex-officio members (the Incumbent, the Assistant Curate, Churchwardens and representatives on Deanery, Diocesan or General Synods) and twelve members of the congregation on the Church Electoral Roll (elected at the Annual Parochial Church Meeting) and appropriate co-opted members. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Ex-officio Members:

Fr Mark Lyon SSC	<i>(Rector)</i>	Chairman
Fr Ian Edgar	<i>(Assistant Curate)</i>	
Mrs Jane Wells	<i>(Churchwarden)</i>	Vice-Chairman
Mr Stephen Stripp	<i>(Churchwarden until September 2020)</i>	
Mr Paul Halstead	<i>(Churchwarden from September 2020)</i>	

Elected Members:

Liz McCarthy	<i>(until September 2020)</i>
Ian Alexander	
Jaqui Ball	<i>(until September 2020)</i>
Robin Churchill	
Brenda Cox	
Claire Martin	
Peggy Mulholland	
Paul Halstead	<i>(until September 2020)</i>
Ros Bailey	<i>(until September 2020)</i>
Ann Patten	<i>(until September 2020)</i>
Brenda McCurdie	<i>(until her death in October 2020)</i>
Kathy Shuttleworth	<i>(from September 2020)</i>
Michael Harbut	<i>(from September 2020)</i>
Len Webb	<i>(from September 2020)</i>
Jill Underwood	<i>(from September 2020)</i>
Margaret Sturmey	<i>(from September 2020)</i>

Elected by PCC in replacement of Brenda McCurdie RIP

Caroline Birch	<i>(from November 2020)</i>
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Deanery Synod:

Hazel Whittaker

Leah Barrs

Frances Spencer

Liz McCarthy *(from September 2020)*

OUR AIMS, OBJECTIVES AND PURPOSES AS A CHARITY

The primary objective of St Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ, according to the doctrines and practices of the Church of England.

The PCC has the responsibility of co-operating with the Rector in promoting in the parish the whole mission of the Church: pastoral, evangelical, social and ecumenical. Volunteers play a significant part in all activities of the parish, especially in youth work, fund-raising and administration. Donations are made annually to local and national charities.

TRUSTEES' REVIEW OF THE YEAR

(What we have achieved and how we have affected beneficiaries' lives)

2020 has proved to be an unprecedented year and the parish has very much proved that the Church is the people within the congregation and not just the building itself, pulling together and supporting each other in a variety of ways.

In January, we welcomed our new Director of Music, Robert Fitzgerald. At the beginning of March, we welcomed Vicky Ell, our Children's and Family Worker and she played a key part in the Children's Pilgrimage to Walsingham which took place just before the toughest restrictions were put into place.

Like everywhere else, the Parish has felt the impact of the Coronavirus pandemic. The first lockdown struck half way through Lent and meant that the final two sessions of our Lent course had to be conducted via Zoom. Fr Mark, Fr Ian and Fr Ben, Vicar of S. Symphorian's, continued to say the daily offices and Mass privately but at the same time each day and initially, a Sunday Mass was live-streamed from Fr Ian's dining room with the link made available across the three parishes of S. Andrew, S. Richard and S. Symphorian. The Holy Week and Easter liturgies were conducted in the same way.

Communication has been maintained within the Parish by a weekly e-mail newsletter which was also posted out to those parishioners who were not "online". The Sunday and Wednesday morning coffees after Mass were much missed and a Wednesday morning Zoom coffee morning was soon introduced. During the initial lockdown this proved extremely popular and between 20 and 30 people joined each week to say hello and catch up with each other. This virtual coffee morning has been maintained each week with a core

group of people joining and for whom it remains beneficial.

A round robin telephone group was also put into place, with a number of people maintaining contact each with a wider group to offer a chance to chat and any assistance with shopping, etc., that might be required.

As lockdown eased, St Andrew's was able to open for private prayer only immediately after the live-streamed Mass and on a few afternoons during the week. Social distancing measures were put into place to facilitate this with a one way system and a plentiful supply of hand gel. Pews were sanitised after use. As restrictions eased still further, a programme of services was introduced at S. Andrew's to enable parishioners who were not shielding, and who wished to venture out, to attend Mass in person. Fr Ian was able to reclaim his dining-room as technology permitted an 1100 Mass to be live-streamed from S. Richard's every Sunday where the best signal was to be found. The live-streamed Mass incorporated the readings by members of all three parishes, pre-recorded during the week. As we became more familiar with the technology, pre-recorded hymns were also included in the live-stream. A reduced choir was for a while able to sing at St Andrew's, with two groups taking it in turns to sing at the 0930 Mass on Sundays up to the end of the year.

Harvest Festival was celebrated and services were held for All Saints, Remembrance Sunday, and the Patronal Festival. Four Masses were celebrated for All Souls to enable as many people as wished to do so to attend.

There were two services for the Festival of Nine Lessons and Carols and members of the choir also went to sing at a Carol Service at St Richard's, although sadly this year restrictions meant we were not able to offer hospitality, with no mulled wine or mince pies. The crib service which is normally attended by 400 or more people, was replaced with an innovative Stations style journey round the Church led by Fr Ian and Vicky, and featuring the key points of the Nativity story, from the Annunciation through to the visit of the shepherds and the kings. The church was open for three hours, and a number of families came to visit, such that the church was never empty that afternoon.

Being very aware of the impact of the pandemic on the community as a whole, members of the congregation made generous donations to the Rector's discretionary fund which enabled the parish to make gifts of food parcels or Tesco's food vouchers beginning at Easter 2020 to a number of families in need through liaison with four schools in the parish. This was repeated at Harvest and again at Christmas and has enhanced the links we have been seeking to build with the wider community.

A number of things have necessarily fallen by the wayside this year and we definitely missed the social aspect afforded by the Tarring market, the now annual Cream Tea, the Parish Barbeque and the pilgrimage to Walsingham, as well as the coffee mornings that are held

throughout the year for a variety of causes. A planned trip to the Passion Play at Oberammergau to which a number of parishioners had signed up has now been delayed until 2022.

The Annual Parochial Council Meeting, the Parish's AGM, was delayed as long as possible and took place in September 2020, when we were able to fit 62 people into the church whilst maintaining social distancing measures, etc. At that time, we welcomed Mike Harbut, Len Webb, and Jill Underwood to the PCC as Ros Bailey, Ann Patten and Jaqui Ball stood down, having completed their terms of office, and we thank them for their valued contribution over the past three years. Representatives for Deanery Synod elections also took place at this meeting. Steve Stripp stood down as Churchwarden at the same time and Paul Halstead was elected in his stead. The sub-committee structure has continued although meetings have been limited this year and all conducted via Zoom.

The Electoral Roll stands at 201.

The PCC met in 2020 five times this year, two of those meetings being via Zoom. The PCC has also corresponded and made decisions via email. The Standing Committee, which has full executive authority in between PCC Meetings, has corresponded via e-mail, and has also met via Zoom as any particular need arose.

During lockdown, the parish sought to limit its expenditure. As a result, the Director of Music, the Children's and Family Worker and the Parish Administrator have all been placed on full or flexi-furlough with support for their salaries being claimed through the Government schemes.

The Parish has taken account of the General Data Protection Regulations introduced in May 2018 and continues to ensure data collected is appropriate and held securely.

The Church has continued to welcome and embrace the wider community for the occasional offices of Baptisms, Weddings and Funerals as far as has been permitted within the restrictions to limit the spread of the virus.

The church feels the absence of the Sunday Adventurers and we look forward to welcoming them back into church as social conditions continue to improve.

The links between the three parishes continue to be enhanced by the sharing of the live-streamed services and the wider ministries of Fr Mark, Fr Ian and now Fr Robert Norbury as he was inducted as Vicar of St Symphorian's when Fr Ben moved in May 2020.

Fr Mark, Jane, Paul, Margaret and Kathy, would personally like to say thank you to everyone for their support given to us all so freely over this past year.

CHURCH BUILDING AND FABRIC

The Church building continues to be in a good state of repair. Routine maintenance tasks have been attended to and carried out as the need arose. This includes but is not limited to shingles being replaced on the spire due to storm and weather damage. The flagpole in the churchyard was replaced during August, an item that had been listed on the 2016 quinquennial report. The Diocesan Advisory Committee visited the church in September as part of long term plans for the re-ordering of the church and the construction of a server and revamp of the kitchen area. Preparations are also underway and initial conversations have been had with Julian Vallis, our Inspecting Architect, for the quinquennial survey due in this 2021 year.

SAFEGUARDING

The parish takes its responsibility for the Safeguarding of Children and Vulnerable Adults very seriously. It has complied fully with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. The Parish adopts (as standard practice) the Chichester Diocesan Safeguarding Policy, and DBS (Disclosure and Barring Service) checks are carried out for all those requiring them in line with that policy. The Diocesan-wide training programme, has now, like the rest of the Church of England, changed and developed and is conducted currently all online. Fr Mark, Victoria Ell and Frances Spencer have all completed the new Safeguarding Leadership Pathway as required for their respective roles. All those who require specific safeguarding training have all attended their relevant courses and this is overseen by Frances Spencer and Claire Martin, our Parish Safeguarding Officers.

FINANCIAL REVIEW

The purpose of the PCC is to carry out its functions and activities for the charitable benefits of the parishioners and the wider community, and as a result the balance sheet is not presented to show the PCC's net worth as if the PCC is a business – the Charity Commission regularly reminds charities that they often fail to demonstrate public benefit.

The Statement of Financial Activities summarises the transactions detailed within the accounts. The bottom right-hand corner shows that, despite last year's particular circumstances, the total funds carried forward has reduced by only £8,000. As anticipated, that without the usual forms of fundraising i.e., Tarring Market which usually raises a net £4,000, Harvest Open Weekend, social events etc being able to take place, envelope giving having fallen by about £3,000, and minimal lettings at The Old Palace reducing the annual payment from £10,000 to £5,000, running costs processed through the Unrestricted General Fund exceeded income by £31,669. However, £5,000 (pre-pandemic) was donated to assist the Diocese with a shortfall in their budget. Parishioners have been generous in donating towards assistance for families under financial pressure during the pandemic – over £9,000 of assistance in the form of food vouchers have been distributed to date. Parishioners also donated over £1,000 towards the cost of livestreaming equipment to enable services to be

accessed by those unable to physically attend church.

The parish share of £66,632 was met in full although a reduction to £50,000 for the current year has been agreed with the diocese with the proviso that our full share of £70,000+ will be paid if practical.

However, although not taken for granted and kept under regular review, reserves remain in a sound state.

Overview and Outlook

The finances of the Church Council, monitored and kept under regular review, continue to be in a sound state.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by:

..... Date:

The Reverend Mark Lyon SSC
Chairman

Independent Examiner's Report to the members of the PCC of Saint Andrew's Church, West Tarring.

I report to the trustees on my examination of the financial statements of the Parochial Church Council of St. Andrew's Church, West Tarring (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

John Pudduck F.C.C.A.
Independent Examiner
The Martlet Partnership LLP
E1 Yeoman Gate
Yeoman Way
Worthing, BN13 3QZ

Date 14th May 2021

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	£5,656	£10,387	£1,444	—	£17,487	£75,526
Income from charitable activities	£52,015	£1,932	—	—	£53,947	£68,390
Other trading activities	£170	£12,220	—	—	£12,390	£26,498
Investments	£29,862	£23,715	£5,467	—	£59,045	£50,034
Other income	£2,546	£4,771	—	—	£7,317	£7,002
Total income	£90,249	£53,025	£6,911	—	£150,185	£227,450
Expenditure on:						
Raising funds	£40	£128	—	—	£168	£1,548
Expenditure on charitable activities	£120,978	£51,979	£7,021	—	£179,978	£170,139
Other expenditure	£900	—	—	—	£900	£2,730
Total expenditure	£121,918	£52,107	£7,021	—	£181,046	£174,417
Gains / losses on investment assets	£2,881	£7,239	£12,969	—	£23,089	£50,502
Net income / (expenditure) resources before transfer	(£28,787)	£8,157	£12,859	—	(£7,772)	£103,535
Transfers						
Gross transfers between funds - in	£5,234	—	£200	—	£5,434	£10,144
Gross transfers between funds - out	(£200)	(£5,049)	(£185)	—	(£5,434)	(£10,144)
Net movement in funds	(£23,753)	£3,108	£12,874	—	(£7,772)	£103,535
Total funds brought forward	£126,450	£618,622	£223,647	—	£968,720	£865,185
Total funds carried forward	£102,697	£621,730	£236,521	—	£960,948	£968,720

Balance sheet as at 31st December 2020

	Total funds	Prior year funds
Fixed assets		
Tangible Fixed assets - Properties	£478,429	£478,429
Investments	£347,494	£324,404
	£825,923	£802,833
Current assets		
Stocks and work in progress	£126	£142
Debtors	£1,641	£1,758
Cash at bank and in hand	£144,634	£173,832
	£146,401	£175,732
Liabilities		
Creditors: Amounts falling due in one year	£11,374	£9,845
	£11,374	£9,845
Net current assets less current liabilities	£135,026	£165,887
Total assets less current liabilities	£960,948	£968,720
Total net assets less liabilities	£960,948	£968,720
Represented by		
Unrestricted		
General fund	£102,697	£126,450
Designated		
Belfry	£2,123	£2,123
Church Notice Board	£428	£428
Old Palace	£20,791	£15,091
Pat Baker Events Fund	£24,816	£22,308
Printing		
New Projects Fund	£130	£130
Sunday Adventurers	£219	£219
Tower Repairs	£3,218	£3,218
Youth Work Projects	£49,323	£59,821
Bookstall	£1,875	£1,909
Capital Reserve Fund	£445,000	£445,000
Church Repairs	£68,376	£62,944
Coppendale Bequest	—	—
Rector's Discretionary Fund	£935	—
Livewire	£320	£320
Minor improvements	£3,925	£3,925
Music Fund	£251	£1,185
Restricted		
Church Maintenance	£226,603	£213,846
Flowers	£1,406	£985
Hymn Books	£264	£264
Longmans Tombs & Windows	£2,492	£2,492
Organ Repair	£5,888	£6,075
Parish Office	—	—
Pilgrimages	(£132)	(£14)
Richard Axtell Memorial Fund	—	—
Sound System	—	—
Funds of the church	£960,948	£968,720

Approved by the Parochial Church Council on 14th May 2021 and signed on its behalf by:

The Reverend Mark Lyon: (Rector)

Kathleen Shuttleworth: (Treasurer)

The notes on pages 16-18 form an integral part of these accounts.

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Belfry - Belfry						
Designated	£2,123	—	—	—	—	£2,123
Sub-total for Belfry	£2,123	—	—	—	—	£2,123
Books - Bookstall						
Designated	£1,909	£135	£170	—	—	£1,875
Sub-total for Books	£1,909	£135	£170	—	—	£1,875
CapReserve - Capital Reserve Fund						
Designated	£445,000	—	—	—	—	£445,000
Sub-total for CapReserve	£445,000	—	—	—	—	£445,000
ChMaint - Church Maintenance						
Restricted	£213,846	£5,467	£5,679	—	£12,969	£226,603
Sub-total for ChMaint	£213,846	£5,467	£5,679	—	£12,969	£226,603
ChRepairs - Church Repairs						
Designated	£62,944	£1,591	£37	—	£3,878	£68,376
Sub-total for ChRepairs	£62,944	£1,591	£37	—	£3,878	£68,376
Coppendale - Coppendale Bequest						
Designated	—	—	—	—	—	—
Sub-total for Coppendale	—	—	—	—	—	—
Discr - Rector's Discretion						
Designated	—	£12,515	£11,580	—	—	£935
Sub-total for Discr	—	£12,515	£11,580	—	—	£935
Flowers - Flowers						
Restricted	£985	£1,444	£1,038	£15	—	£1,406
Sub-total for Flowers	£985	£1,444	£1,038	£15	—	£1,406
Hymns - Hymn Books						
Restricted	£264	—	—	—	—	£264
Sub-total for Hymns	£264	—	—	—	—	£264
Livewire - Livewire						
Designated	£320	—	—	—	—	£320
Sub-total for Livewire	£320	—	—	—	—	£320
Longmans - Longmans Tombs & Win						
Restricted	£2,492	—	—	—	—	£2,492
Sub-total for Longmans	£2,492	—	—	—	—	£2,492
MinImps - Minor improvements						
Designated	£3,925	—	—	—	—	£3,925
Sub-total for MinImps	£3,925	—	—	—	—	£3,925
Music - Music Fund						
Designated	£1,185	—	£934	—	—	£251
Sub-total for Music	£1,185	—	£934	—	—	£251
NoticeBd - Church Notice Board						
Designated	£428	—	—	—	—	£428
Sub-total for NoticeBd	£428	—	—	—	—	£428
OPalace - Old Palace						
Designated	£15,091	£23,585	£12,885	(£5,000)	—	£20,791
Sub-total for OPalace	£15,091	£23,585	£12,885	(£5,000)	—	£20,791
OrganRep - Organ Repair						
Restricted	£6,075	—	£187	—	—	£5,888
Sub-total for OrganRep	£6,075	—	£187	—	—	£5,888
PBEvents - Pat Baker Events Fun						
Designated	£22,308	£779	£71	(£49)	£1,849	£24,816
Sub-total for PBEvents	£22,308	£779	£71	(£49)	£1,849	£24,816
ParOffice - Parish Office						
Restricted	—	—	—	—	—	—
Sub-total for ParOffice	—	—	—	—	—	—
Pilgrim - Pilgrimages						
Restricted	(£14)	—	£118	—	—	(£132)

	Sub-total for Pilgrim	(£14)	—	£118	—	—	(£132)
Print - Printing							
Designated		—	—	—	—	—	—
	Sub-total for Print	—	—	—	—	—	—
Projects - New Projects Fund							
Designated		£130	—	—	—	—	£130
	Sub-total for Projects	£130	—	—	—	—	£130
RAXtellFd - Richard Axtell Memor							
Restricted		—	—	—	—	—	—
	Sub-total for RAXtellFd	—	—	—	—	—	—
SAdventure - Sunday Adventurers							
Designated		£219	—	—	—	—	£219
	Sub-total for SAdventure	£219	—	—	—	—	£219
Sound - Sound System							
Restricted		—	—	—	—	—	—
	Sub-total for Sound	—	—	—	—	—	—
TowerRep - Tower Repairs							
Designated		£3,218	—	—	—	—	£3,218
	Sub-total for TowerRep	£3,218	—	—	—	—	£3,218
Youthwork - Youth Work Projects							
Designated		£59,821	£14,420	£26,431	—	£1,513	£49,323
	Sub-total for Youthwork	£59,821	£14,420	£26,431	—	£1,513	£49,323
General - General fund							
Unrestricted		£126,450	£90,249	£121,918	£5,034	£2,881	£102,697
	Sub-total for General	£126,450	£90,249	£121,918	£5,034	£2,881	£102,697
None - Agency collection							
Restricted		—	—	—	—	—	—
	Sub-total for None	—	—	—	—	—	—
	Grand total	£968,720	£150,185	£181,048	—	£23,090	£960,948

Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Giving through church boxes	£58	—	—	—	£58	£233
One-off Gift Aid gifts	—	—	—	—	—	£6,000
Donations appeals etc	£4,098	£10,387	£1,444	—	£15,929	£5,778
Legacies	£1,500	—	—	—	£1,500	£60,343
Other funds generated	—	—	—	—	—	£3,171
Total	£5,656	£10,387	£1,444	—	£17,487	£75,526
Income from charitable activities						
Gift Aid - Bank	£8,036	—	—	—	£8,036	£8,896
Gift Aid - Envelopes	£7,808	—	—	—	£7,808	£11,494
Parish Giving Scheme	£20,207	—	—	—	£20,207	£25,637
Loose plate collections	£3,245	—	—	—	£3,245	£9,617
Tax recoverable on Gift Aid	£8,793	£1,932	—	—	£10,725	£7,580
Fees for weddings and funerals	£3,926	—	—	—	£3,926	£5,165
Total	£52,015	£1,932	—	—	£57,945	£68,390
Other trading activities						
Tarring Market	—	—	—	—	—	£3,847
Social Activities	£170	—	—	—	£170	£1,707
Concerts & Musical Events	—	—	—	—	—	£830
Bookstall sales - fund raising	—	£135	—	—	£135	£508
Church hall lettings - fund raising	—	£12,085	—	—	£12,085	£18,352
Magazine income - advertising	—	—	—	—	—	£550
Parish magazine sales	—	—	—	—	—	£704
Total	£170	£12,220	—	—	£12,390	£26,498
Investments						
Dividends	£4,425	£2,370	£5,467	—	£12,262	£12,457
Bank and building society interest	£476	—	—	—	£476	£537
Rent from lands or buildings	£24,961	£21,345	—	—	£46,306	£37,040
Total	£29,862	£23,715	£5,467	—	£59,045	£50,034
Other income						
Recurring grants	£1,328	£176	—	—	£1,504	£1,461
VAT Refund	£735	—	—	—	£735	—
Insurance claims	—	—	—	—	—	£4,310
Collected for gifts	—	—	—	—	—	£897
Coronavirus Job Retention Scheme	—	£4,395	—	—	£4,395	—
Miscellaneous Income	£483	£200	—	—	£683	£334
Total	£2,546	£4,771	—	—	£7,317	£7,002
INCOME TOTAL	£90,249	£53,025	£6,911	—	£150,185	£227,450

Analysis of income and expenditure

EXPENDITURE	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Raising funds						
Costs of fetes & other events	£40	—	—	—	£40	£1,273
Bookstall costs	—	£128	—	—	£128	£275
Total	£40	£128	—	—	£168	£1,548
Expenditure on charitable activities						
Giving - relief and development agencies	—	—	—	—	—	£276
Home mission	£5,214	£9,327	—	—	£14,541	£2,682
Clergy Costs	£1,405	—	—	—	£1,405	£3,136
Clergy Fees	£435	—	—	—	£435	—
Ministry parish share etc	£66,632	—	—	—	£66,632	£64,783
Salary of parish administrator	£5,008	—	—	—	£5,008	£5,387
Working expenses of incumbent	£2,444	—	—	—	£2,444	£4,353
Council tax	£3,123	—	—	—	£3,123	£2,772
Parsonage house expenses	£226	—	—	—	£226	—
Water rates - vicarage	£805	—	—	—	£805	£784
Youth & Children's work	—	£22,202	—	—	£22,202	£5,050
Parish training and mission	£120	—	—	—	£120	£757
Church running - insurance	£5,643	—	—	—	£5,643	£5,510
Church office - telephone	£359	—	—	—	£359	£792
Organ / piano tuning	£1,010	—	£187	—	£1,197	£707
Organists, Choir, Excelsis Singers & Mus	£4,893	£899	—	—	£5,792	£6,626
Church maintenance	£1,792	£37	£5,679	—	£7,508	£2,069
Cleaning	£53	—	—	—	£53	£150
Upkeep of services	£1,268	—	£1,038	—	£2,305	£8,606
Social Activities	£326	—	—	—	£326	£2,406
Upkeep of churchyard	£40	—	—	—	£40	—
Administration	£4,409	£242	£68	—	£4,719	£9,684
Printing	£2,001	—	—	—	£2,001	£4,377
Church running - heating and lighting	£4,660	—	—	—	£4,660	£4,611
Miscellaneous	£535	—	£50	—	£585	£1,271
Covid-19 costs	£1,690	£1,832	—	—	£3,523	—
Hall running - utilities & insurance	—	£3,757	—	—	£3,757	£6,092
Hall running - maintenance	—	£2,591	—	—	£2,591	£3,141
Hall running - cleaning	—	£750	—	—	£750	£1,105
Hall running - miscellaneous	—	£944	—	—	£944	£597
Hall running - Caretaker's salary	—	£4,773	—	—	£4,773	£4,799
Storm damage repairs	—	—	—	—	—	£4,560
Church interior and exterior decorating	—	—	—	—	—	—
Other PCC property upkeep	£5,701	£4,205	—	—	£9,905	£8,487
Gifts	£1,185	£420	—	—	£1,605	£1,428
Total	£120,978	£51,979	£7,021	—	£179,978	£166,999
Other expenditure						
Governance costs & Examination fee	£900	—	—	—	£900	£2,730
Total	£900	—	—	—	£900	£2,730
EXPENDITURE TOTAL	£121,918	£52,107	£7,021	—	£181,046	£171,277
GRAND TOTAL	(£31,669)	£918	(£110)	—	(£30,861)	£56,371

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by the Charity SORP (FRS102) (effective 1 January 2019) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. 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.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for any PCC ordinary purposes

Designated funds – monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds – a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as balance on that fund.

c) Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from 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 when it is receivable.

Gains and losses on investments

Realised gains or losses are recognised when the investments are sold.

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

d) Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants and donations

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 when paid. Any parish contribution unpaid at 31 December would be provided for in these accounts as an operational (though not a legal) liability and would be 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 furnishings held by the Rector 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 accounts.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 is written off in the year it was incurred.

Properties are accounted for at cost or probate value at their date of acquisition.

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

Depreciation

No depreciation is provided on properties 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 are stated at market 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.

2. Tangible Fixed Assets

	At 31.12.20	At 31.12.19
	£	£
Properties		
Freehold House - 24 Upton Road – at probate value	180,000	180,000
Freehold House - 17 Church Way – at probate value	130,000	130,000
Leasehold Flat – 15 Ravenswood Court at cost	<u>168,429</u>	<u>168,429</u>
	<u>£478,429</u>	<u>£478,429</u>

The Parochial Church Council also owns the freehold of the Old Palace and the adjacent school room in Glebe Road, West Tarring, but as it is anticipated that these properties would not ever be sold, revaluation to a theoretical market value would be pointless and costly, with no benefit to the charity nor to its beneficiaries. The PCC is of the opinion that its policy of no revaluation is right and properly derived from its ecclesiastical and pastoral responsibilities to its parishioners.

The occupation of the properties is as follows:

24 Upton Road (acquired by legacy in 1975 and intended for occupation by a Curate when required) is let temporarily at open market rate.

17 Church Way (acquired by legacy in 2007 at probate value of £130,000 and intended for occupation by a member of staff when required) is also let at open market rate.

The flat at 15 Ravenswood Court (acquisition cost in 2007 £168,429 is opposite the Church and was acquired for future possible occupation by a member of the staff as required). It is currently let temporarily at open market rate, and this income is being credited to the Youth Work Projects Fund in recognition of its specific charitable purpose.

The PCC considers that these properties are held to enable it to perform its long-term charitable ecclesiastical purposes, does not consider that they form part of a simple investment portfolio, nor are they held simply to generate income although this may be a short-term consequence of owning these assets.

The PCC also considers that the residual value of each property is at least equivalent to the net book value thereby justifying no depreciation.

3. Investments

	2020	2019
	£	£
CBF Investment Funds:		
Market value 1 January	324,404	273,901
Less sales at 31.12.19 valuation	-	-
	<u>324,404</u>	<u>273,901</u>
Appreciation in value in year	<u>23,090</u>	<u>50,503</u>
Market value 31 December	<u>£347,494</u>	<u>£324,404</u>

4. Capital Reserve Fund (Unrestricted)

Balance at 1 st January and 31 st December	£445,000	£445,000
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5. Trust Funds

The Parochial Church Council receives grant income from a number of Trust Funds.

The Capital of these Trust Funds is not available to the Parochial Church Council. The market value of these Trust Funds at 31st December 2020 was £130,887 (2019 £124,532).

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

6. One legacy for £1500 was received during the year.

7. Analysis of net assets by fund type.

	Unrestricted Funds	Restricted Funds	Total	2019
	£	£	£	£
Investment Properties	478,429	-	478,429	478,429
Investments as Fixed Assets	152,318	195,176	347,494	324,404
Current Assets	146,118	-	146,118	175,732
Current Liabilities	<u>(5,202)</u>	<u>2,175</u>	<u>(7,377)</u>	<u>(9,845)</u>
	<u>£771,663</u>	<u>£197,351</u>	<u>£964,664</u>	<u>£968,720</u>

8. Debtors

	2020	2019
	£	£
Income Tax Recoverable	1,000	1,758
Other Debtors	<u>641</u>	<u>-</u>
	<u>£1,641</u>	<u>£1,758</u>

9. Creditors: amounts falling due within one year

	2020	2019
	£	£
Accruals for utilities	817	950
Fees due to Diocese	3,998	4,101
Pilgrimage Deposits received in advance	2,216	-
Other creditors	<u>4,343</u>	<u>4,794</u>
	<u>£11,374</u>	<u>£9,845</u>

10. Special and retiring collections

The special and retiring collections for particular purposes were as follows:

	2020	2019
	£	£
Turning Tides (Worthing Churches Homeless Project)	-	316
Christian Aid	55	-
Children's Society	-	148
DEC	<u>-</u>	<u>58</u>
	<u>£55</u>	<u>£522</u>

These collections are not included elsewhere in these accounts.

11. Donations

	2020	2019
	£	£
Turning Tides	-	231
Chichester Diocese	5,000	-
Bishop's Discretionary Fund	-	206
Chestnut Tree House	-	400
Family assistance **	9,327	1,286
USPG	-	250
Church Mission Society	-	250
Mothers Union	<u>214</u>	<u>-</u>
	<u>£14,541</u>	<u>£2,623</u>

** Parishioners' donations to the Rector's Discretionary Fund for family assistance needed as a result of the pandemic