

**+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

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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 Sturmey Church Warden

m. Sturmey

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

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
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>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 Sturmey	(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 Chaplain 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
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Dated: 5 May 2024