

**2024 REPORT AND**

**ANNUAL ACCOUNTS FOR**

**THE PAROCHIAL CHURCH COUNCIL**

**ST JOHN THE BAPTIST WESTBOURNE**

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*Rector:* The Revd Andrew Doye

*Independent examiner:* Maximus Accountancy Services Ltd, Chichester

*Bankers:* CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, WEST MALLING ME19 4JQ

**The Ecclesiastical Parish of St John the Baptist, Westbourne with Woodmancote,  
in the Diocese of Chichester**

Westbourne Parish Hall, Westbourne Road, Westbourne, Emsworth PO10 8UL

[www.westbourneparishchurch.org.uk](http://www.westbourneparishchurch.org.uk)

Charity Number 1130732

## **2024 Report and Accounts for the Parochial Church Council of St John the Baptist Westbourne West Sussex**

### **Aims and purposes:**

St John the Baptist Westbourne Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Andrew Doye, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St John the Baptist Church, Woodmancote Church and the Westbourne Parish Hall. We aim to be open to all for peace, worship and fellowship.

### **Objectives and Activities:**

We follow the Mission Action Plan that the PCC adopted in 2022. This sets challenges which are sometimes difficult to meet, but they remind us of the need constantly to review our performance and that being challenged is part of our response to Jesus' teaching.

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the church community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within it. The PCC's aim is to ensure that all services and worship put faith into practice through prayer and scripture, music and sacrament.

### **Achievement and Performance**

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of both the churches and the Parish Hall.

The PCC is supportive of young parents bringing their children to church at Westbourne and in particular makes available resources in and space at the Parish Hall for Junior Church on three Sundays each month in term time. During the summer school holiday informal activities are available for the junior members.

This year we had a series of adult Bible Study sessions during Lent on How to Pray, and began a monthly Bible Fellowship in the Autumn.

The PCC actively supports the Director of Music's objective of running a well-rehearsed and proficient choir. It makes available the support required for this both in person power and financially. We are fortunate in having several new young people joining us again this year

outnumbering the adults who enable us to sing SATB music. The youngsters are given musical training based on an expanded version of the Royal School of Church Music's 'Voice for Life' scheme, and several now undertake solos in the music repertoire.

Our weekly Drop-In on Monday mornings has continued to offer a welcome, warm and friendly place and we have seen many new people Drop-In occasionally during the year as well as maintaining a group of very regular attendees. The PCC has been conscious of the need to involve more mixed age activities and has supported initiatives including regular newsletters and events for all ages, including our Pancake Party.

The PCC supports the Westbourne Magazine which is a non-church orientated general interest magazine circulating 11 times a year in the parish and its immediate environs.

### **Worship and Prayer**

The PCC wishes the Church to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, evening prayer and evening informal services provide a quiet, intimate and reflective environment for worship whilst opportunities are provided for people to engage in more informal outgoing worship such as that provided by the second Sunday Worship for All. Morning Prayer is held on-line every weekday morning and has a good following of regular attendees. They also meet weekly for fellowship breakfasts. Wednesday morning communion continues with a small congregation.

This year we have been successful in welcoming more families into our church and there has been a significant increase in regular Junior Church activities. The average attendance has been 10.

St John the Baptist Church opens for Sunday services every week. There is a Book of Common Prayer communion service at 8am and a Common Worship 9.30 Eucharist (except on the second Sunday of the month). There is usually either a 6pm evening service or an 11.15 service at Woodmancote. Woodmancote Church has attracted only a small congregation usually of less than 6. There are two Sunday services there each month. The PCC continues to keep the provision of worship at Woodmancote under review in the light of the resources that are spent on this.

We mark special occasions with well-publicised services (Christmas, Easter, Harvest, Mothering Sunday and our Patronal Festival). We provide a focal point for the village on Remembrance Sunday and at a gathering around the village Christmas tree on a Saturday evening before Christmas for Carol Singing. Both events appeared to attract a larger attendance this year.

Prayer materials have been provided in the north chapel to facilitate prayer for peoples of the world who suffer hardship. A candle has burned each day since Spring 2022 to recall the War in Ukraine and other conflicts. A prayer box allows visitors to post expressions of their own prayer and concerns which, where appropriate, are passed further to a small parish prayer team who gladly and confidentially continue this work of intercession.

At present there are 201 parishioners on the Church Electoral Roll. Six names were added during the year and four were removed through death, and one moving away. The average weekly attendance on a usual Sunday was 73 adults and 12 children, but this number increased at festivals and at Christmas, when a late December wedding brought people from 13 countries into our church and added to the congregation at our service of Nine Lessons and Carols. This service also attracted over 50 watchers to livestream. During the year a new electoral roll database was set up

and all financial and administrative records are now operated on secure 'cloud' internet systems which facilitate efficient collaborative working and do not require backing up.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated twenty baptisms and one wedding in the parish church this year. We have held eleven funerals in our church this year and the Rector also conducted one funeral at a local crematorium.

We also hold an annual friends and family remembrance service (in 2024 on the 3 November) to celebrate the lives of those who have died in the preceding twelve months. This is well attended (this year 62) and we provide an opportunity for refreshments after the service.

### **Deanery Synod**

Four members of the PCC sit on the deanery synod, plus our Diocesan Representative and the Rector. This provides the PCC with an important link between the parish and the wider structures of the church. With the appointment of a new Rural Dean and the addition of the Parish of Fishbourne and Apuldrum plans are now well in hand for Celebrating the Year of Faith in 2025. Deanery matters are reported to the PCC at each meeting.

### **Diocesan Synod**

Four appointed/elected members of the parish (Michael Driver, Fiona Greville, Jane Wilkinson and the Rector) sit on the Diocesan Synod and contribute to the government and self-regulation of the church on a diocesan level, with some small accompanying influence upon the life of the national church.

### **St John the Baptist Church**

We want our church to be open to our community for private prayer. We are pleased to have a rota of "church watchers" who enable the church to be open each day from 10am until 3pm.

This year our main focus was raising the funds required to repair the north face of the nave roof of the Parish Church. This we achieved through seeking grants, fundraising activities, and sharing information both inside and outside the church about the project. The work necessitated bat surveys during the year prior to obtaining permission for the work to begin in the autumn, and be successfully completed before the end of the year.

The churchyard is closed and is the responsibility of Westbourne Parish Council which makes a small grant to fund the upkeep which is largely undertaken by church members.

## **Woodmancote Church**

The church is open for services. The PCC resolved that it would fund groundskeeping especially during the summer to ensure the area around the church was well maintained.

### **Pastoral Care**

Some members of our parish are unable to attend church due to sickness or age. Our Rector has visited church members and others, sometimes in response to request, and on occasions to celebrate communion with them. Others from the church also visit significantly within the communities of church or neighbourhood. The main 9.30 service on Sundays continues to be live streamed enabling some who cannot either for reasons of health or otherwise come to church to attend virtually. It is not possible to assess how many of those viewing the 'stream' do so because they are unable to attend, but it is an appreciated feature of our common life, generating around 20 views in a typical week.

### **Mission and Evangelism**

Helping those in need is a demonstration of our faith. The Home and Overseas Committee is to be congratulated on its fund-raising efforts. A total of £8,848 has been raised to be distributed amongst nominated charities. This is largely because of the proceeds from First Friday lunches and associated Sunday collections. The lunch attendance has varied but is sometimes fully booked, and there is a group of volunteers that help the committee to run them. It is noteworthy that efforts on behalf of others can be combined with opportunities for fellowship. A speaker from the nominated charity is invited to attend on some occasions.

We continue support for Christian Aid holding a Friday lunch in May to raise funds and taking part in the national house to house delivery of Christian Aid envelopes with donations returned to a central point and this raised £1,173.37 in 2024.

We have held our Church Fete with stalls and teas on the Rectory lawn and it was good to see the crowds gathering, with a queue at the Tombola until it sold out! The event raised £3,894 for church funds.

Food was delivered to UK Harvest from the Harvest Thanksgiving services in the church and school, and we enjoyed a Harvest brunch together. We collect regularly for the Beacon Food Bank and for Stonepillow (we allocated six months in the year to each of these).

The Christmas Fair was held again with an opportunity to purchase all sorts of gifts and goodies, and the children enjoyed special activities and a chance to chat to Father Christmas. This raised £1,928 for church funds.

People attending Carols in the Square raised £344 this year for Stonepillow in Chichester. Carol services were held in both churches during the Advent season, including one for our local primary school and for the local nursery children.

Our parish magazine is printed monthly and is widely available at a modest (60p) cost. It is distributed to subscribers and can be bought in church and in local shops. A copy goes to the Medical Practice for its waiting room. We have seen a further change in personnel behind the running of the magazine in 2024, and there is still a need for an overall Manager to ensure the healthy continuation of this publication.

## **Deanery and Ecumenical Relationships**

The church is on the extreme western end of the Chichester Diocese. The nearest other churches are in the Portsmouth Diocese and although there are friendly relations there is no formal link. The ministers of our local churches do, however, meet from time to time to share fellowship over lunch to discuss matters of shared interest and support, and to pray. There are joint services within the Church of England's Deanery of Westbourne – evensong and a Chichester Cathedral confirmation principal among them. This year we joined the shared Ascension Day service at Funtington Church. Confirmation preparation of younger candidates continues to take place as a shared venture across the Deanery.

The churches take turns in hosting a monthly Deanery prayer meeting, which is sustained by a small number of individuals, committed in our sharing in prayer the life and needs of our surrounding parishes.

## **Financial Review**

Total receipts on unrestricted funds were £153,373, of which £89,937 was unrestricted voluntary donations and grants, including £17,517 recovered from Gift Aid. Restricted donations and grants of £71,978 were also received, including those detailed below.

Restoration of the North roof slope was completed in December. The PCC acknowledges with gratitude the following grants:

£10,000 from Garfield Weston Foundation

£8,000 from the Sussex Historic Churches Trust

£2,500 from The Benefact Trust

£20,000 from Westbourne Church Restoration Trust

£500 from the Ian Askew Charitable Trust

£2,500 from the Ian M Foulerton Charitable Trust

In addition, £18,539 was received in 2024 from fundraising events and private donations generated by an effective local appeal.

£12,895 in VAT was recovered from the Listed Places of Worship VAT recovery scheme

£3,766 Gift Aid was recovered on roof fund donations.

In terms of general giving, Parish Giving is a well-managed and used resource: this has largely taken the place of cash envelopes. Contactless giving is now well established and is helpful in securing 'one-off' donations.

No legacies were received in 2024.

The Parish Share in the year amounted to £81,445, an increase of 3% on the previous year. Each church in the Deanery must find this amount if possible to pay for clergy, their housing and pensions as well as ministry training for prospective ordinands and some element of contribution to other diocesan costs.

The net result for the year was a deficit of receipts over payments amounting to £1,448 across all funds. An increase in the value of shares held in the CCLA Church of England investment account (by £3,335) resulted in a small overall surplus of £1,887 for the year. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on all funds totalled £138,886.

## **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds which equates to between three and four months unrestricted payments. This is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £48,371 held on unrestricted funds at the year end, together with the amounts payable to and by the PCC, was in line with this target.

## **Investment policy**

The church's funds are invested in a diversified portfolio of assets including cash, fixed income investments and equities. The allocation of the funds among these asset classes is determined by the Treasurer in consultation with the PCC, based on the expected risk and return characteristics of each asset class, the liquidity and volatility of the market, and the time horizon of the church's needs. Full details of the investment policy may be found on the church website under 'policies and procedures'.

## **Safeguarding**

Throughout the year the Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. Volunteers are safely recruited including DBS checks as recommended, with renewals now to be every three years rather than five. Volunteers are encouraged to complete the online safeguarding training provided by the Church of England.

## **Volunteers**

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular we want to mention our Treasurer and Director of Music Stewart Taylor; our Parish Administrator Marjorie Kipling; our Hall Manager Andrew Turner and his fellow churchwarden, Angela Leggett. They have worked tirelessly on all our behalves.

## **Website**

This was the first full year of our new website. We keep this up-to-date and use it to share news, details of events, historical information and much else. The site is well-used, registering several hundred 'hits' per month

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At Westbourne the membership of the PCC consists of the incumbent (our Rector), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the Electoral Roll.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The full PCC met six times during the year with an average level of attendance of 85%. The PCC delegates some of its responsibilities to sub committees – Home and Overseas, Fabric and Standing, and to Advisory Groups for Worship and Education.

These committees and groups are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

### **Administrative information**

St. John the Baptist Church is situated at Westbourne Road, Westbourne, Emsworth, Hampshire PO10 8UL. It is part of the Diocese of Chichester within the Church of England. The correspondence address is The Rectory, Westbourne Road, Westbourne, Emsworth, Hampshire PO10 8UL. Contact details: Rector 01243 372867 westbournechirector@outlook.com

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2022) and a charity registered with the Charity Commission as: The Ecclesiastical Parish of St John the Baptist Westbourne in the Diocese of Chichester, Charity Number 1130732.

PCC members who have served at any time from 1st January 2024 until the date this report was approved are:

Incumbent: The Revd Andrew Doye Chairman

Churchwardens: Angie Leggett, Andrew Turner

Elected Members:

Andrew Gordon-Lennox (Re-elected 2021 to April 2024)

Karen Doye (Re-elected 2022)

Sue Douthwaite (elected 2023, resigned April 2024)

Philippa Lane (elected 2023)

Carol Stupple (elected 2024)

Elections were held at the APCM on 14 April 2024

Representatives on the Deanery Synod (2023-2026) (all elected 2023, and members through this of the PCC): Fiona Greville, Marjorie Kipling, Andrew Turner, Jane Wilkinson

Deanery Representative on Diocesan Synod (elected by the Deanery, and member through this of the PCC): Michael Driver

Secretary: Vacant

Treasurer: Stewart Taylor

Approved by the Parochial Church Council on 26<sup>th</sup> March 2025 and signed on its behalf



Revd Andrew Doye  
Rector



Churchwarden



# Parochial Church Council of St John the Baptist, Westbourne and Woodmancote Church

## STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 December 2024

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024	TOTAL 2023
<b>INCOME AND ENDOWMENTS</b>						
Donations and legacies		-	-	-	-	-
Voluntary income	2(a)	89,937	-	71,878	161,815	122,607
Activities for generating funds	2(b)	36,747	-	100	36,847	34,573
Income from investments	2(c)	3,850	-	-	3,850	982
Church activities	2(d)	9,944	-	-	9,944	9,555
Other income	2(e)	12,895	-	-	12,895	11,995
<b>TOTAL INCOME</b>		<b>153,373</b>		<b>71,978</b>	<b>225,351</b>	<b>179,713</b>
				-		
<b>EXPENDITURE</b>						
Church activities	3(a)	149,335	5,232	71,262	225,829	186,373
Raising funds	3(b)	970	-	-	970	1,274
<b>TOTAL EXPENDITURE</b>		<b>150,305</b>	<b>5,232</b>	<b>71,262</b>	<b>226,799</b>	<b>187,647</b>
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS		3,068	(5,232)	716	(1,448)	(7,935)
TRANSFERS BTWN FUNDS - IN		-	-	-	-	9,360
TRANSFER BTWN FUNDS - OUT		-	-	-	-	(9,360)
NET GAINS ON INVESTMENTS	6(a)	2,759		576	3,335	10,413
NET MOVEMENT IN FUNDS		5,827	(5,232)	1,292	1,887	2,478
Total funds brought forward		42,544	81,212	13,243	136,999	134,521
<b>Total funds carried forward</b>		<b>48,371</b>	<b>75,980</b>	<b>14,535</b>	<b>138,886</b>	<b>136,999</b>

*Note: All figures throughout are shown to the nearest whole number of pounds. This may result in apparent discrepancies in totals where total figures reflect sum of unrounded numbers. The totals are the more accurate figures.*

# Parochial Church Council of St John the Baptist, Westbourne and Woodmancote Church

## BALANCE SHEET

at 31 December 2024

FIXED ASSETS	Notes	2024	2023
Investments	6(a)	70,305	65,770
<b>Total fixed assets</b>		<b>70,305</b>	<b>65,770</b>
<b>CURRENT ASSETS</b>			
Debtors	7	15,620	8,410
Cash at bank and in hand		55,961	82,934
<b>Total current assets</b>		<b>71,581</b>	<b>91,344</b>
<b>LIABILITIES</b>			
Creditors – amounts falling due within one year	8	3,000	20,104
Agency accounts		-	11
<b>Total liabilities</b>		<b>3,000</b>	<b>20,115</b>
NET CURRENT ASSETS LESS CURRENT LIABILITIES		68,581	71,229
<b>TOTAL NET ASSETS</b>		<b>138,886</b>	<b>136,999</b>
<b>PARISH FUNDS</b>			
General	9	48,371	42,544
Designated	9	75,980	81,212
<b>Unrestricted funds</b>		<b>124,351</b>	<b>123,756</b>
Restricted	9	14,535	13,243
<b>Total</b>		<b>138,886</b>	<b>136,999</b>

The notes on pages 10 to 17 form part of these accounts.

Approved by the Parochial Church Council on 26<sup>th</sup> March 2025 and signed on its behalf



Revd Andrew Doye  
Rector



Churchwarden

## **1 ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions and under FRS102 as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP[FRS102]). The accounts have been prepared on an historic cost basis.

### **Recognition of income**

All income is recognised in the Statement of Financial Activities once the PCC has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably. Legacy income is recognised only where receipt is reasonably certain and the amount is known with sufficient reliability, or the legacy has been received. Donations are brought into account when receivable. All such income is deferred until the event has taken place.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources

## **ASSETS**

### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

### **Moveable church furnishings**

These are capitalised if the cost exceeds £1,000.

### **Tangible fixed assets for use by the charity**

These are capitalised if the cost exceeds £1,000.

### **Investments**

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at the PCC's best estimate of market value.

### **Short term deposits**

These are cash held on deposit either with CCLA or at CAF bank.

## FUNDS

### Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

### Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

## 2 INCOME

		Unrestricted funds	Designated funds	Restricted funds	TOTAL 2024	TOTAL 2023
		£	£	£	£	£
<b>2(a) Voluntary income</b>						
Planned giving	Gift Aid donations	62,360	-	598	62,958	59,174
	Tax recoverable	17,517	-	3,766	21,283	17,050
	Other	139	-	22	161	273
Collections	(open plate)	6,451	-	260	6,711	5,887
Grants		1,483	-	43,500	44,983	33,618
Donations		1,791	-	-	1,791	2,767
H&OS income		-	-	4,075	4,075	3,617
Church events		196	-	1,118	1,314	221
Legacies		-	-	-	-	-
Roof appeal		-	-	18,539	18,539	-
		<b>89,937</b>	<b>-</b>	<b>71,878</b>	<b>161,815</b>	<b>122,607</b>
<b>2(b) Activities for generating funds</b>						
Fund raising		1,819	-	-	1,819	1,374
Church fetes		5,823	-	-	5,823	4,621
Hire of church		125	-	-	125	-
Flowers and choir		-	-	100	100	431
Church hall lettings		24,842	-	-	24,842	23,789
Magazine advertising		4,138	-	-	4,138	4,359
		<b>36,747</b>	<b>-</b>	<b>100</b>	<b>36,847</b>	<b>34,574</b>
<b>2(c) Income from investments</b>						
Interest on bank deposits		3,850	-	-	3,850	982
		<b>3,850</b>	<b>-</b>	<b>-</b>	<b>3,850</b>	<b>982</b>
<b>2(d) Income from church activities</b>						
Fees for weddings and funerals		3,848	-	-	3,848	3,712
Drop-ins and Sunday coffee		2,477	-	-	2,477	2,040
50:50 club income		880	-	-	880	980
Parish magazine and bookstall sales		2,739	-	-	2,739	2,823
		<b>9,944</b>	<b>-</b>	<b>-</b>	<b>9,944</b>	<b>9,555</b>
<b>2(e) Other income</b>						
Insurance claims		-	-	-	-	3,217
VAT recovered – LPW scheme		12,895	-	-	12,895	8,777
		<b>12,895</b>	<b>-</b>	<b>-</b>	<b>12,895</b>	<b>11,995</b>
<b>Total income</b>		<b>153,373</b>	<b>-</b>	<b>71,978</b>	<b>225,351</b>	<b>179,713</b>

### 3 EXPENDITURE

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	TOTAL 2024 £	TOTAL 2023 £
<b>3(a) Church activities</b>						
Missionary and charitable giving	13	4,217	-	4,631	8,848	10,518
Diocesan parish share		81,445	-	-	81,445	78,795
Other clergy costs		6,730	-	-	6,730	5,264
Administration and accounting costs		928	-	-	928	660
Professional services		960	-	-	960	900
Website costs		714	-	-	714	642
Youth and education		-	-	380	380	150
Mission giving costs (H&OSG events)		197	-	-	197	142
Misc expenditure		40	-	166	206	579
Parish events costs		359	-	30	389	342
Church running costs – St John’s		10,098	-	-	10,098	10,711
Church running costs – Woodmancote		963	-	-	963	1,033
Parish hall running costs		14,740	2,034	-	16,774	18,223
Upkeep of services (incl music)		4,668	-	512	5,180	4,707
Magazine costs, including printing		3,250	-	-	3,250	3,350
Churchyard maintenance		122	-	-	122	672
Major repairs – St John’s		16,654	-	65,543	82,197	49,955
Major repairs – Parish Hall		3,250	3,198	-	6,448	-
		<b>149,335</b>	<b>5,232</b>	<b>71,262</b>	<b>225,829</b>	<b>186,643</b>
<b>3(b) Raising Funds</b>						
50:50 club costs		520	-	-	520	420
General fund raising costs		350	-	-	350	274
Fete and Fair costs		100	-	-	100	55
Cost of flowers (weddings)		-	-	-	-	255
		<b>970</b>	<b>-</b>	<b>-</b>	<b>970</b>	<b>1,004</b>
<b>Total resources expended</b>		<b>150,305</b>	<b>5,232</b>	<b>71,262</b>	<b>226,799</b>	<b>187,647</b>

Support costs for the year totalled £677 (2023: £668) and all have been allocated to church activities. Governance costs consisted of the Independent Examiner’s fee of £960 (2023: £900).

### 4 STAFF COSTS

There were no employees during the year. The Director & Assistant Director of Music, the Parish Administrator and the Hall Manager are unpaid volunteers.

No PCC members, nor persons closely connected to them, received any remuneration; nor are expenses resulting from membership reimbursed.

### 5 RELATED PARTIES

During the year members of the PCC made personal donations totalling £13,237 (2023: £11,020) to PCC funds (not including the Gift Aid recovered). There were no other related party transactions in the current year or the prior year.

## 6 FIXED ASSETS

All capital equipment assets are fully depreciated. These comprise the printer (£6,500 purchased 2018, fully depreciated 2021) and lawnmower (£2,450 purchased 2019 fully depreciated 2022).

Westbourne Parish Hall is included in the accounts at a nominal value of £1. The property is vested in the Diocese of Chichester as Custodian Trustee to the PCC which is the Management Trustee. The PCC has full use of the property and does not envisage the sale of it. The nominal value of the Hall is not accounted for as it is immaterial.

<b>6(a) Investments</b>	Market value 31 Dec 2024 £	Net gain/(loss) on Revaluation £	Transfers	Market value at 31 Dec 2023 £
CBF C of E Investment Fund (unrestricted)	56,807	2,759	-	54,048
CBF C of E Investment Fund (restricted – organ fund)	13,498	576	1,200	11,722
<b>Total Investment Funds</b>	<b>70,305</b>	<b>3,335</b>	<b>1,200</b>	<b>65,770</b>

## 7 CURRENT ASSETS (DEBTORS)

	2024 £	2023 £
Accounts receivable	15,620	8,410
Note: Invoice to Daisy Chain £2,725, LPW VAT claim (approved) £12,895		
	<b>15,620</b>	<b>8,410</b>

## 8 LIABILITIES

	2024 £	2023 £
Agency account (WCRT collection box)	-	11
Accounts payable, building works		20,105
Accrual, roof works retention	3,000	
	<b>3,000</b>	<b>20,116</b>

## 9 FUNDS

The restricted funds comprise:

Dale memorial fund	For musical development within the church. Fully expended in 2024.
Organ fund	Balance of funds raised for the installation of the organ and additional restricted donations for future major repairs. In 2021 this was invested in accumulation shares in the Church of England Investment Fund. A small proportion of this fund may be held in bank deposits pending acquisition of additional shares.
Youth fund	For youth work. Funded by sale of the Old National School shares.
Roof fund	Raised from grants and a local appeal for the restoration of the North aisle roof, fully expended on project completion in December 2024.

Designated funds were reviewed and adjusted by the PCC in 2024 as follows:

£	
50,000	Long-term provision is made for major repairs to our ancient Grade 1 listed building.
8,000	Contingency to provide paid cover in the event of the unexpected unavailability of volunteers for Director of Music, Parish Administrator or Hall Manager
4,768	The hall is heavily used and provision is made for urgent replacements and repairs which are necessary from time to time. £5,232 was expended in 2024 from the provision of £10,000.
7,000	Future replacement of the printer used for church printing and Westbourne Magazine.
6,212	The mechanics of the organ are expected to last for many decades but the electronic stop control systems and organist's CCTV system are now 22 years old and could require urgent attention at any time
<b>75,980</b>	<b>Total designated funds at year end 2024</b>

(The PCC may review and re-allocate designated funds at any time.)

## 10 MOVEMENTS IN FUNDS

	Balance at 1 Jan 2024	Incoming resources	Outgoing resources	Investment gains/(losses)	Transfers	Balance at 31 Dec 2024
Dale memorial	412	100	(512)	-	-	-
Organ (restricted) <sup>Note 1</sup>	12,690	250		576	-	13,516
Youth <sup>Note 2</sup>	1,398	-	(379)	-	-	1,019
Roof appeal fund	(1,257)	66,997	(65,740)	-	-	-
Restricted collections	-	4,631	(4,631)	-	-	-
<b>Total restricted funds</b>	<b>13,243</b>	<b>71,978</b>	<b>(71,262)</b>	<b>576</b>		<b>14,535</b>
Hall designated fund	10,000	-	(5,232)	-	-	4,768
Organ designated fund	6,212	-	-	-	-	6,212
Printer des fund	7,000	-	-	-	-	7,000
Volunteer contingency designated fund	8,000	-	-	-	-	8,000
St John's major works designated fund	50,000	-	-	-	-	50,000
General fund	42,544	153,373	(150,305)	2,759	-	48,371
<b>Total unrestricted funds</b>	<b>123,756</b>	<b>153,373</b>	<b>(155,537)</b>	<b>2,759</b>	<b>-</b>	<b>124,351</b>

Note 1 £13,480 held as shares in C of E Investment Fund, remainder cash at bank. Interest was not applied in 2024.

Note 2 Dividends from Old National School funds and assets transferred from Old National School charity on closure.

## 11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances are represented by:

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	-	-
Investments	56,807	13,498	70,305
Current assets	70,544	1,037	71,581
Creditors: amounts falling due within one year	(3,000)	-	(3,000)
	<u>124,351</u>	<u>14,535</u>	<u>138,886</u>



## 12 COMPARATIVES FOR MOVEMENTS IN FUNDS

	Balance at 1 Jan 2023	Incoming resources	Outgoing resources	Investment gains/(losses)	Transfers	Balance at 31 Dec 2023
Bunch memorial funds	148	-	(148)	-	-	-
Dale memorial	504	-	(92)	-	-	412
Organ (restricted) <sup>Note 1</sup>	11,124	250	-	1,316	-	12,690
Roof appeal	-	143	(1,800)	-	400	(1,257)
Youth <sup>Note 2</sup>	1,929	-	(531)	-	-	1,398
Restricted collection	-	3,617	(3,617)	-	-	-
<b>Total restricted funds</b>	<b>13,705</b>	<b>4,010</b>	<b>(6,188)</b>	<b>1,316</b>	<b>400</b>	<b>13,243</b>
Hall designated fund	1,040	-	-	-	8,960	10,000
Organ designated fund	6,137	75	-	-	-	6,212
Printer des fund	7,000	-	-	-	-	7,000
Volunteer contingency designated fund	8,000	-	-	-	-	8,000
St John's major works designated fund	50,000	-	-	-	-	50,000
General fund	48,639	175,628	(181,460)	9,097	(9,360)	42,544
<b>Total unrestricted funds</b>	<b>120,816</b>	<b>175,703</b>	<b>(181,460)</b>	<b>9,097</b>	<b>(400)</b>	<b>123,756</b>

Note 1 £11,722 held as shares in C of E Investment Fund, remainder in cash at bank. Interest was not applied in 2024.

Note 2 Dividends from Old National School funds and assets transferred from Old National School charity on closure.

### 13 HOME & OVERSEAS MISSION GROUP: GIVING TO OTHER CHARITIES

DATE	EVENT	CHARITY	Monies sent to charity (£)
5/1/24	First Friday Lunch	Beacon Food Bank	155
23/1/24	Christingle etc	Children's Society	373
2/2/24	First Friday Lunch	Children's Society	145
1/3/24	First Friday Lunch	Home Start	385
5/4/24	First Friday Lunch	Embrace the Middle East	225
3/5/24	First Friday Lunch	Christian Aid	250
7/6/24	First Friday lunch	RNLI	425
9/6/24	Plate collection		
11/6/24	Coffee morning	Leprosy Mission	835
5/7/24	First Friday Lunch		
20/10/24	Collection		
14 & 21/7/24	Collections	Church Army	214
7/9/24	First Friday Lunch	Bible Society	450
5/10/24	First Friday Lunch	Church Army	155
2/11/24	First Friday Lunch	British Legion	951
	Plate collections		
6/11/24	First Friday Lunch, donations, Carols in the Square	Stonepillow	785
		<b>Subtotal</b>	<b>5,348</b>
	Allocated from PCC funds. (5% of the year's giving)	Christian Aid	350
		Bible Society	350
		Embrace the Middle East	350
		Leprosy Mission	350
		Stonepillow	350
		Church Army	350
		Childrens' Society	350
		Beacon Food Bank	350
		Food vouchers for local area (10%)	700
<b>TOTAL</b>			<b>8,848</b>

## **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St John the Baptist, Westbourne in the Diocese of Chichester**

I report to the charity trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St John the Baptist, Westbourne in the Diocese of Chichester (the charity) for the year ended 31 December 2024.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

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

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

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



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