

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

Moulsecoomb and Bevendean

St Andrew's Church, Hillside, Bevendean BN2 4TA

Registered Charity no. 1131166

For the year ended 31st December 2020

CONTENTS

Page

1	Trustees annual report
5	Summary of financial receipts and payments
6	Statement of assets and liabilities
7	Notes to the accounts
11	Report of the independent examiner

Priest-in-Charge:	Vacant since July 2020
Acting Priest-in-Charge	The Rev. Betsy Gray-Hammond Coldean Vicarage, Brighton, BN1 9EL
Independent examiner:	Izabell Bisack-Snitter M.A.T.T. 27 Kenilworth Close, Brighton, BN2 4LF
Bankers:	HSBC Brighton North Street, Brighton, BN1 1RE

St Andrew's Moulsecoomb

Trustees Annual Report for 2020

Background

The Parish of Moulsecoomb covers the communities of Moulsecoomb, Bevendean and Coldean focused on the churches of St. Andrews in Moulsecoomb, St Mary Magdalen in Coldean and Holy Nativity Community Church in Bevendean in the North-East Brighton.

In March 2020, Moulsecoomb and Coldean each became independent parishes within a united benefice.

Our aims and purposes as a charity

The primary objective of the Moulsecoomb PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The Parochial Church Council is responsible for co-operating with the clergy in the parish.

- The Reverend Martin Powell was licenced as priest in charge of the parish of Moulsecoomb in December 2018 ending a 2 ½ year interregnum but left the parish in July 2020 leaving the parish in a second interregnum.
- The Reverend Betsy Gray-Hammond was licenced as the team vicar to Coldean in June 2014 and is also Acting Priest-in-Charge of Moulsecoomb.
- The Reverend John Michael Collins is a non-stipendiary priest who has been working in the parish for several years.

They help in working towards our primary charitable purpose of promoting the pastoral, evangelistic, social and ecumenical mission of the church in the ecclesiastical parish of Moulsecoomb.

What we planned to do to achieve our charitable objectives

The 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.

In their Mission Action Plan produced in 2016, the PCC set out the objectives for the future as

- Enabling as many people as possible to worship at our church and
- Enabling as many people as possible to become part of our parish church community in Moulsecoomb

The PCC maintain an overview of worship throughout the parish and works in partnership with clergy to include and involve the many groups that live within our parish.

Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities, the clergy and PCC consider the Charity Commission's guidance on the public benefit, and in particular the specific guidance on 'charities for the advancement of religion.' In particular we try to enable local people to live their faith as part of our parish community through:

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

To facilitate this it is important that we maintain the fabric of both St Andrews, Moulsecoomb and Holy Nativity Community Church at Bevendean.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

There are 135 on the parish rolls across the benefice, with 71 within the parish of St. Andrews Moulsecoomb, and 28 non-residents. Numbers have been reduced due to the Corona 19 Pandemic and enforced closure for much of the

year. The average attendance during the October count was 23 adults attending and on average 7 joining the service online.

Review of the year

- The PCC met four times via ZOOM throughout the year with an average level of attendance of 80%. Reports were presented by the Parish Warden and received from Boys Brigade and Junior Church when restrictions eased.
- In line with the parish's Mission, services were tailored for live streaming and allowing regular services to run in parallel as Government and Church of England restrictions were lifted.
- Large social and fund raising events came to a halt as social distancing and lockdown continued. A few individuals overcame this and managed to create a fund raising programme for individuals or families which also maintained some pastoral links across the parish.
- During the year, a number of building and repair projects have been completed.
- St. Andrews completed the reports for its Quinquennial Inspection and received the final report in December 2020. We are continuing to work through the recommendations.

Financial Review

Incoming and outgoing resources

The total receipts on general unrestricted funds received were £50,933, as detailed in the financial statements. With an expenditure totalling £50,198, the parish broke even financially over the year, with a minor surplus.

The total amount raised for charities during 2020 was £353, consisting of £18 per month to Plan International supporting a child in Ethiopia, collections for WaterAid during Lent and collections for the Children's Society at the Christingle service.

The accounts and financial statements for Holy Nativity Community Church, Bevendean have been submitted separately with St. Mary Magdalen Coldean.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £21,180 paid to the diocese to cover ministry costs. This amount covers clergy housing, stipend, pension and training, and a standard sum for diocesan central costs and a contribution to national church funds.

The parish pays about 37% of the parish ministerial costs calculated by the Diocese for this parish. During 2020, the parish reduced its contribution temporarily due to the drop of income and fund-raising opportunities as a result of the pandemic.

Staff costs

The PCC pays for an organist for church services and a caretaker for the hall.

Trustee payments and expenses

The PCC maintained the vicarage by paying Council Tax and water.

Anne Webb and Barry Burtenshaw received refunds of expenses amounting to respectively £168 and £328 relating to purchase of sundry items for the church and parish office.

There were no payments to persons related to or connected to, the trustees.

Reserves Policy

Reserves held at the end of 2020 amounted to an equivalent of six months of expenditure during that year. The PCC consider that an adequate reserve at present, given the uncertainty around income streams as a consequence of the pandemic and the parish entering into vacancy.

Future Uncertainties

The greatest present uncertainty is the duration of the current vacancy and the difficulty in putting into practice a mission action plan to stimulate church growth and work towards our aims and objectives as a church.

Structure, governance and management of the charity

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

The Parochial Church Council are the trustees for the parish accounts, fund management and decisions relating to the life and welfare whilst maintaining the Church's Mission within the parish. Regular meetings are held and reported at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we endeavour to ensure a balance of skill and experience where possible.

During the year the following served as members of the Parochial Church Council:

Ex Officio members

Priest in Charge Vacant since July 2020

Acting priest in Charge	The Reverend Betsy Gray-Hammond
Assistant Priest	The Reverend John Michael Collins (PTO)
Lay readers	Mr Levison Kandi
Church Wardens	Mrs Anne Webb (Parish Warden) Mr Barry Burtenshaw (Church Warden)
Treasurer	Vacant
Representative on the Deanery Synod	Mr Robert Brown
PCC Elected Members	Mrs Margaret Demott Mr Kevin Clarke Mr Kuda Madzivanyika Mr Bernard Fennell Mr John Lewry

The accounts and financial statements for St Andrew's Moulsecoomb were submitted after the required May/June 2021 deadlines, due to the ill-health and retirement of the former treasurer, with no suitably qualified replacement treasurer being found in the short-term.

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

Reverend Betsy Gray-Hammond
Acting Priest in Charge

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Date.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

Moulsecomb and Bevendean

St Andrew's Church, Hillside, Bevendean BN2 4TA

Registered Charity no. 1131166

For the year ended 31st December 2020

CONTENTS

Page

5	Statement of financial receipts and payments
6	Statement of assets and liabilities
7	Notes to the accounts
11	Report of the independent examiner

St Andrew's Church, Moulsecoomb registered charity number 1131166

Summary of Financial Receipts and Payments

The financial effect of our activities during the year can be summarised as follows:

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>			<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2020</i>	<i>2019</i>	
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	23,597	-	-	-	23,597	28,432	
Charitable activities	-	-	-	-	-	6,327	
Other trading activities	18,224	-	-	-	18,224	32,892	
Investments	7,730	-	-	-	7,730	-	
Other receipts	1382	-	-	-	1382	273	
Total received	50,933	-	-	-	50,933	67,924	
Expenditure on:					-	-	
Cost of raising funds	250	-	-	-	250	-	
Charitable costs	44,342	-	-	-	44,342	50,226	
Trading costs	5,555	-	-	-	5,555	8,151	
Other payments	50	-	-	-	50	7,299	
Total paid	50,198	-	-	-	50,198	65,676	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	735	-	-	-	735	2,248	
Transfers between funds			-	-	-	-	
Net movement in funds	734.79	-	-	-	734.79	2,248	
Bank accounts at 1 January	24,424			-	25,128	22,176	Note
Bank accounts at 31 December	25,158	-	-	-	25,158	24,424	A&L

St Andrew's Church, Moulsecoomb registered charity number 1131166

Statement of Assets and Liabilities

Our financial position at the year-end was

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>					
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>All Funds</i>	<i>All Funds</i>	
					<i>2020</i>	<i>2019</i>	
	£	£	£	£	£	£	
Assets:							
Bank current account	19,473	-	5,568		25,041	24,307	
Bank deposit account	69				69	69	
CCLA deposit account	48				48	48	
PCC-owned bank balance	19,590	-	5,568	-	25,158	24,424	R&P
Diocesan Assigned Fees received		-	-	-	-	-	
Total bank and deposit accounts	19,590	-	5,568	-	25,158	24,424	
Wedding fees not yet received	-	-	-	-	-	-	
Local Authority grant for churchyard	-	-	-	-	-	-	
Gift Aid recoverable	2,591	-	-	-	2,591	-	8
Debtors	2,591	-	-	-	2,591	-	
6000 CBF Investment Fund shares		-	-	-	-	-	
Investment assets at market value	-	-	-	-	-	-	
500 CBF Investment Fund shares	-	-	-	-	-	-	
Investment assets at cost	-	-	-	-	-	-	
Freehold, St Andrew's Church Hall	780,000	-	-	-	780,000	780,000	9
Total assets	802,182	-	5,568	-	807,750	804,424	
Liabilities:							
Unpaid Diocesan fees for weddings/funerals	-	-	-	-	-	-	
	-	-	-	-	-	-	
Electricity used since last billed (est'd)		-	-	-	-	380	
Total liabilities	-	-	-	-	-	380	

This Financial Report for the year ended 31st December 2020, including the notes following, was approved by the PCC and signed on its behalf by The Revd Betsy Gray-Hammond:

.....

Date

St Andrew's Church, Moulsecoomb registered charity number 1131166

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2020	Total All Funds 2019	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	15,667	-	-	-	15,667	10,849	
Planned giving (no tax refunds)	861	-	-	-	861	4,868	
One-off giving (no GA)	3,182	-	-	-	3,182	2,915	
One-off giving - GASDS	991	-	-	-	991	1,186	
Gift Aid recovered	2,516	-	-	-	2,516	2,414	
Legacies	-	-	-	-	-	-	
Grants	380	-	-	-	380	6,200	4
Donations and legacies	23,597	-	-	-	23,597	28,432	
Fees for weddings & funerals	-	-	-	-	-	1,442	
Other fundraising	-	-	-	-	-	4,885	
Charitable activities	-	-	-	-	-	6,327	
Fete	436	-	-	-	436	-	
Concert	-	-	-	-	-	-	
Sales of parish magazine/cards/books	397	-	-	-	397	477	
Church centre hiring fees	17,174	-	-	-	17,174	32,125	
Magazine advertisement fees	-	-	-	-	-	-	
Candle sales	216	-	-	-	216	290	
Other trading activities	18,224	-	-	-	18,224	32,892	
Bank & CBF deposit interest	-	-	-	-	-	-	
CBF investment fund dividend	-	-	-	-	-	-	
Letting of property (hall flat)	7,730	-	-	-	7,730	-	
Investments	7,730	-	-	-	7,730	-	
Other receipts	1,382	-	-	-	1,382	273	5
Total received on all funds	50,933	-	-	-	50,933	67,924	

4 The grant of £380 was a single amount from Sussex Community Fund.

5 Other receipts includes an adjustment of £704 relating to receipts in 2019 omitted from previous report.

St Andrew's Church, Moulsecoomb registered charity number 1131166

Notes to the Financial Report

6 Analysis of total paid

	Unrestricted		Restricted	Endowed	Total All Funds 2020	Total All Funds 2019	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Summer fete expenses	-	-	-	-	-	-	
Concert posters & musicians expenses	-	-	-	-	-	-	
Other appeals expenses	250	-	-	-	250	-	
Cost of raising funds	250	-	-	-	250	-	
Charitable grants and donations	216	-	-	-	216	536	6
Parish share to Chichester Diocese	21,180	-	-	-	21,180	31,512	7
Salaries and honoraria incl NI	1,248	-	-	-	1,248	1,440	
Clergy and other people's expenses	2,904	-	-	-	2,904	4,795	
Mission & evangelism costs	-	-	-	-	-	-	
Sunday school/Children's work	695	-	-	-	695	588	
Insurance	3,651	-	-	-	3,651	-	
Water, Gas, Electricity, and Oil	2,403	-	-	-	2,403	3,487	
Printing & photocopying	4,256	-	-	-	4,256	2,275	
Organ, piano and licences	617	-	-	-	617	-	
Other regular church running costs	1,915	-	-	-	1,915	5,202	
Accounting and Examiner's fees	-	-	-	-	-	-	
Church maintenance & redecoration	300	-	-	-	300	-	
Churchyard maintenance	157	-	-	-	157	391	
New building work	4,800	-	-	-	4,800	-	
Charitable costs	44,342	-	-	-	44,342	50,226	
Church hall caretaking & cleaning	5,394	-	-	-	5,394	5,929	
Hall maintenance & redecoration	161	-	-	-	161	-	
Magazine printing/bookstall	-	-	-	-	-	2,222	
Other trading costs	-	-	-	-	-	-	
Trading costs	5,555	-	-	-	5,555	8,151	
Other payments	50	-	-	-	50	7,299	
Total paid on all funds	50,198	-	-	-	50,198	65,676	

7 A monthly grant of £18 to Plan International.

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry amounts to approximately £72,000.

St Andrew's Church, Moulsecoomb registered charity number 1131166

Notes to the Financial Report

9 Payments to PCC employees:

	2020	2019
	£	£
Wages, salaries and honoraria	1,248	1,440
Employer National Insurance		
Employer pension contributions		-
	1,248	1,440

10 Payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC

- a) Clergy support: Council tax £870, BT telephone services, £329.
- b) 2 members received reimbursement for sundry expenses amounting in total to £446.

11 Transactions with persons related to PCC members:

There were no transactions benefitting persons closely related to PCC members.

12 Transactions with related charities:

There were no transactions with related charities.

13 Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The parish does not have any endowed funds.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Toddler Play and Pray Fund was started in 2019 with a purpose of running a toddler group associated with the church. No payments were made out of this fund during 2020.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The summary of all funds appears on the next page

St Andrew's Church, Moulsecoomb registered charity number 1131166

Notes to the Financial Report

14 Summary of funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
			-	-	-
			-		-
Total of all endowed funds	-	-	-	-	-
Toddlers Play and Pray Group	5,568		-	-	5,568
			-	-	-
			-	-	-
Total of all restricted funds	5,568	-	-	-	5,568
General fund	18,856	50,933	(50,198)	-	19,590
		-	-		-
Total of all unrestricted funds	18,856	50,933	(50,198)	-	19,590
Total funds	24,423.51	50,932.65	-50,197.86	0.00	25,158.30

Independent Examiner's Report to the PCC of St Jude's Church, Chicheston for the Year Ended 31st December 2020

Independent Examiner's Report to the PCC of St Andrew's Church, Moulsecoomb for the Year Ended 31st December 2020

NB: To change the wording above double-click the words then delete this instruction

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Jude, Chicheston, on the annual report for the year ended 31st December 2020 set out on pages X to Y

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.


Independent examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below in Section B below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Examiner's signature



Examiner's name

Izabella Bicsak-Snitter MAAT

Date

23/12/2021

Examiner's address

27 Kenilworth Close

Brighton, BN2 4LF

Independent Examiner's Report to the PCC of St Jude's Church, Chicheston for the Year Ended 31st December 2020

Independent Examiner's Report to the PCC of St Andrew's Church, Moulsecoomb for the Year Ended 31st December 2020

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

Points to highlight in connection with the examination of the accounts of St Andrew's Church, Moulsecoomb

- The accounts kept by the treasurer were incomplete and difficult to follow
 - The spreadsheet completed by the Parish Advisor, Helen James was comprehensive and clear with two minor errors
 1. Entry made on 02.09.20 (chq 628): the amount should be £155.94 instead of £156
 2. Entry on 21.09.20 - Total Gas & Power: the amount should be £1.86 instead of £1.80
 - I have noted the unresolved discrepancy in the closing balance for 2019 and the subsequent adjustment of £704 to Other Receipts in the Financial Statements for 2020.
 - Cheque no: 616 dated 29/03/20 has not yet been drawn.
 - Cheque no: 642 dated 4/12/20 has not been drawn as at 31. Dec. 2020.
- [Signature]* 23/12/21