



Church of the Good Shepherd, Brighton

Charity Registered Number - 1131188

**Annual Report and
Financial Statements of the
Parochial Church Council**

For the year ended 31st December 2020

Vicar

The Revd. Dr Felix Mascarenhas
272 Dyke Road
BRIGHTON
BN1 5AE

Banks

Santander UK plc and Barclays Bank plc

Independent Examiner

Mr S Brentnall, FCIE
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The web site of this Church is www.goodshepherdbrighton.org.uk

Parochial Church Council of the Church of the Good Shepherd, Brighton

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Parochial Church Council of the Church of the Good Shepherd, Brighton

Annual Report for 2020

Administrative Information

The Church of the Good Shepherd is situated in Dyke Road, Brighton. It is an independent charity and a part of the Diocese of Chichester within the Church of England. All correspondence should be addressed to the Incumbent, the Reverend Dr Felix Mascarenhas, at The Vicarage, 272 Dyke Road, Brighton, BN1 5AE.

During the year the following served as members of the Parochial Church Council (PCC) and as Trustees:

<i>Vicar:</i>	The Revd. Dr Felix Mascarenhas – <i>Chairman</i>
<i>Assistant Vicar:</i>	The Revd. Dr Mathew Philip [from February 2020]
<i>Reader:</i>	Mr Michael Miller
<i>Church Wardens:</i>	Mrs Sarah Thomas - <i>Vice Chairman</i> Mrs Patricia Jackson
<i>Deputy Church Wardens:</i>	Mrs Hilary Morfitt Mr Martin Cruttenden

Representatives on the Deanery Synod:

Mr Martin Cruttenden
Ms Pauline Grimstone
Mr Michael Miller

Elected members:

Mr Richard Aynsley-Smith	
Mrs Honor Banerjee	
Ms Jennifer Coulthard	[from October 2020]
Mr Paul Cripps	[from October 2020]
Mrs Elizabeth Davies	[retired October 2020]
Mr David Foulds	
Mrs Tamara Hamilton	[retired October 2020]
Mrs Pat Hunter	
Mrs Christine James	
Mrs Hilary Morfitt	
Ms Sheena Richardson	
Mrs Sarah Thomas	
Ms Augustina Tetsola	

The following members of the PCC retired in October 2020

Mrs Elizabeth Davies
Mrs Tamara Hamilton

Aims and Purposes

The primary aim of the PCC of Church of the Good Shepherd (in the city of Brighton & Hove) is to promote the work of the Church of England in the parish. The national mission of the church – pastoral, evangelical, social and ecumenical – is the responsibility of the PCC and in co-operation with the incumbent, the Revd. Dr Felix Mascarenhas, uses the parish structure effectively to achieve this and in doing so it provides a benefit to the public by

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development for all who wish to benefit from what the Church offers.
- Provide practical support and care for people in the parish regardless of faith and irrespective of need and/or ability to pay.
- The promotion of Christian values and service by members of the Church, within and outside their local community, to the benefit of individuals and society as a whole.

Additional current objectives agreed by the PCC/Trustees include:

In 2020 and subsequent years, the PCC hopes to build on the initiatives undertaken in previous years in furtherance of its stated objectives. The mission action plan for 2020 includes the following –

- To discuss and implement the diocesan strategy 2020/2025
- To continue the preliminary work for the celebration of the centenary of the establishment of the Good Shepherd during the years 2022 and 2023.
- Renew and commit additional effort to reach out to children – within and without the parish - in particular the starting of a Kidz Klub in March 2020.
- To return the traditional cycle of activities in the parish to what they were pre Covid 19. As well as continuing with new and different activities during this period.

In working to achieve these objectives, the PCC has initiated and continued the following activities during the year

The Archdeacon of Brighton and Lewes, The Venerable Martin Lloyd Williams, inducted the Revd. Dr Mathew Philip (formerly of All Saints, Patcham and the Ascension Church, Westdene) as Assistant Vicar in a service held in February 2020.

In 2020 every aspect of church life has been impacted by the pandemic – Covid 19 – the virus affecting the whole country; thus, for the first time in almost its 100 years history this church shut its doors (during the periods of prescribed lockdown) for acts of communal worship; the first for some five months (April to August 2020) and the second in November of the same year. The annual Patronal and Christmas Tree Festivals were cancelled; the Artists Open House show was firstly postponed and then replaced with an online alternative. When the church was opened, between lockdowns, numbers were constrained by social distancing rules and no singing was permitted at services. During the lockdowns neither the church nor the church hall was available for hire and/or use by voluntary bodies such as the Brownies. These closures had a substantial impact of the church's finances.

Weddings, baptisms and funerals, scheduled to be held in the church, were cancelled or postponed indefinitely.

The curtailment of the use of the church led to virtual services being launched; after a hesitant start these are now used extensively and though not a perfect alternative the congregation have joined in willingly and with enthusiasm. Thus, continuity of worship and a sense of community has been maintained; in some sense it has been enhanced and more than in the past. More individuals have participated in the service than before, the congregation online has increased – by some outside the parish, even outside the UK and in care homes. Sadly, there have been some in the parish who are unable cope with the technology and the Vicar and others in the congregation have kept in touch and supported and helped those concerned by more traditional methods notwithstanding the rules and regulations constraining this activity.

Virtual services led to the forming of a virtual choir who now sing regularly at all services and again this medium has meant that the number participating have increased from before particularly from outside the parish. The Director of Music - Derek Froud and Hilary Morfitt have played key roles in this activity and without their hard and time-consuming work the virtual choir would not have succeeded.

This outcome reflects a lot of hard and additional work by the Clergy, Reader and many members of the congregation. The parish is immensely grateful to all involved.

Use of software allowing virtual services has extended to many other aspects of church life; prayer and discussion groups have been established. All meetings of the PCC, standing committee and sub-committees (when needed) have been via the internet. It should also be recorded that the Annual Meeting of Parishioners and APCM were, for the first time, virtual meetings (by Zoom).

The church has continued to sponsor, from its Youth Fund, two students from the Young Actors Group, who otherwise could not have participated.

When possible during the year donated goods are taken to the local Brighton Food Bank, which is run, by Hove City Mission.

With the help of another local charity (Kidz Klub Brighton and Hove) the Good Shepherd, after a lot of preparation and planning started a club for young children (aged between 7 and 11) on a Sunday evening at the beginning of March. This involved 21 volunteers from the congregation, including some teenage members, and on the first two Sunday's numbers participating exceeded expectations. Lockdown 1 then intervened and although there is a virtual Kidz Club the physical meetings have not resumed. The sense of disappointment amongst the congregation at this outcome is almost tangible.

The taking of communion to parishioners – in their homes or to those residents in care homes has had to cease during the pandemic; neither has it been possible to hold carol singing sessions at several local care homes and for local schools to use the church for their Christmas celebrations.

The hall and church facilities are offered free to charities and voluntary groups such as the Brownies and McMillan Nurses when able to in 2020.

The PCC is very grateful for the unpaid and continuing hard work of its many volunteers who are involved at every level in activities of the church – often amounting to hundreds of hours.

Achievements and Performance

Church Attendance

There are currently 101 parishioners on the Church Electoral Roll, of whom about one third are not resident within the parish boundaries. One name was added during the year and three were removed either through death or because they moved from the area. The average weekly attendance was 85 but this number increased at festivals.

Review of the year

(i) The full PCC met four times during 2020. Committees and sub committees met between meetings and reports of their deliberations were received by the full PCC and discussed where necessary.

Attendance at PCC Meetings			
	(i)	(ii)	(iii)
The Revd. Dr Felix Mascarenhas	4	4	All committees
The Revd. Dr Philip Mathew	3	1	
Mr Michael Miller	4	3	(a), (b) and (i)
Mr Richard Aynsley-Smith	4	3	(a) and (c)
Mrs Honor Banerjee	4	1	
Ms Jennifer Coulthard			
Mr Paul Cripps			
Mr Martin Cruttenden	4	3	(a), (b) and (c)
Mrs Elizabeth Davies	4	4	(g)
Mr David Foulds	4	1	(c)
Ms Pauline Grimstone	4	-	
Mrs Tamara Hamilton	4	-	

Mrs Pat Hunter	2	2	
Mrs Christine James	4	3	(a) and (c)
Ms Patricia Jackson	4	4	(a), (d) and (g)
Mrs Hilary Morfitt	4	1	(a) and (b)
Ms Sheena Richardson	4	4	(c)
Ms Augustina Tetsola	4	2	(d)
Mrs Sarah Thomas	4	4	(a), (b) and (f)

Notes to Table

- (i) Maximum attendance possible
- (ii) Actual Attendance
- (iii) Membership of Sub Committees
- (a) Standing
- (b) Worship
- (c) Fabric
- (d) Safeguarding
- (e) GS Festival and Fundraising
- (f) Mission, Outreach and Publicity
- (g) Social
- (h) Health and Safety
- (i) Pastoral

Other non-PCC members of the congregation also sit, by invitation, on the sub committees. Ms Jenny Coulthard and Mr Paul Cripps although elected to the PCC did not attend any meetings due to the fact that their election occurred post the four PCC meetings.

(ii) During the year 8 funeral services were undertaken – all at the crematoria. One wedding booked for mid-year was cancelled.

(iii) Following the quinquennial survey in 2019 the exterior guttering and downpipes of the church were refurbished and repainted. A consulting structural engineer investigated the horizontal cracks (in the nave of the church) found by the inspecting architect; these are not a sign of any major problems.

(iv) The Church, when open in 2020, was being used daily by both voluntary and non-voluntary organisations.

(v) Exploratory work, including architect's drawings, on the restoration of weather/vane and cockerel for the bell tower continues. Regulatory approval from the DAC on this and another project is still awaited.

(vi) Communication with homes in the parish (circa 3,300) was maintained by the distribution of a newsletter/card at Christmas, Easter and Harvest Festival.

(vii) The PCC held an awayday at the Blind Veterans Home in Ovingdean in early March 2000 with the theme of mission and outreach.

(viii) After some 25 years Gerry Hemmings retired from running the parish office. He will be missed by all in the parish and his continuous record of loyal service and hard work will be a difficult act to follow.

(ix) The Mission Action Plan for 2020 included the following objectives most of which have been met –

- (a) To debate and action where possible ideas for the diocesan strategy.
- (b) To continue the preliminary work for the celebration of the centenary of the establishment of the Good Shepherd.
- (d) To try and develop new ideas for children/younger persons to which end a Kidz Klub (on Sunday evenings) will be starting in March 2020.

Financial Review

(i) In 2020 the overall surplus – across all funds was £16,012 (£27,333 in 2019). The church's general fund had an overall net deficit of £30,252 – the highest in its history and for the first time ever the hall operated at a loss - £2,213. Transfers from other funds will meet these shortfalls.

(ii) With the physical closure of the church and church hall (twice) during the year income from hiring these buildings was greatly diminished; likewise, open plate collections fell by 70% when compared with 2019. There were some small savings in expenditure, but these were small in comparison with the loss of income.

(iii) The PCC is very grateful to the 11 or so members of the congregation who donated over and above their normal level of giving to meet the shortfall of income resulting from the church's closure. This raised nearly an additional £5,000.

(iv) The refurbishment of the pulpit was undertaken. This was funded through the generosity of Kristine Coleman in memory of her husband, Peter.

(v) The PCC agreed that if funding was available the weathervane and cockerel should be reinstated. It is also hoped that a porch over the main entrance of the church will be constructed.

(vi) The largest single item of expenditure in 2019 was the sum £74,035 paid to the Diocese to cover our parish ministry costs. This covers the cost of stipend, housing and pension costs of the parish priest, a standard sum for diocesan central costs, clergy training and a contribution to national church funds. In 2021 this parish has been asked for and will do its utmost to meet the Diocesan request for its allocated parish contribution – £74,300.

(vii) Material expenditure in 2020 on fabric includes –

- The refurbishment and repainting of exterior guttering and pipework of the church - £5,770.
- An electrical survey and remedial work on the investment property in Reigate Road – circa £800.
- £3,330 on architects' fees and a structural engineers report on certain aspects of the nave and bell tower.

(viii) Fund raising in 2020 for the church itself and third-party charities was severely curtailed in 2020; an online silent auction (in December) raised approximately £2,200.

(ix) The refurbishment of the investment property has been completed and the property is now income generating.

(x) Full details of the parish's income and expenditure are to be found in the financial schedules – on pages 11 to 26 and on page 27 there is a 10-year schedule of selected items of income and expenditure.

Reserve Policy

(i) It is PCC policy to maintain a reserve on the unrestricted funds sufficient to meet up to approximately 12 months of this parish's liabilities and commitments; at the end of 2020 only just over 75% of the reserves were available and the PCC acknowledge that this shortfall needs to be monitored.

(ii) The standing committee reviewed all the unrestricted fund balances in 2020 and satisfied themselves that these balances are held for known future expenditure and/or until events outside the control of the Trustees are resolved and/or that the balances were too small to be significant and/or material.

(iii) A new restrictive fund (Centenary Fund) was established in 2020.

(iv) The PCC agreed that the deficit on the General Fund would be covered by a transfer from the Church Fabric Fund. The deficit on the Hall Fund was funded from part of the surplus from the investment property in Reigate Road, Brighton.

(v) The original expenditure having been capitalised the movement in the candle display case, chair and boiler funds reflects the cost of depreciation charged.

(vi) It is PCC policy to invest fund balances with

- Barclays Bank plc
- Santander Bank plc
- CBF Church of England Deposit Fund
- Church of England CIFM Investment Fund
- M + G Charifund Equity Fund.

Future Plans

(i) In 2021 and subsequent years, the PCC hopes to build on the initiatives undertaken in previous years in furtherance of its stated objectives. The mission action plan for 2021 includes the following –

(ii) The frequency and timing of services aimed at occasional worshippers will be kept under review as the Good Shepherd remains committed to draw in more young families from among those who attend church services infrequently. The Kidz Klub will also be recommenced as when rules and regulations allow.

(iii) The Good Shepherd will hope to hold its Patronal Festival in June 2021. This week-long celebration will embrace religious services, a Family Fun Day and many other activities.

(iv) Work continues on the planning and preparation for the church's centenary festival in 2022.

(v) To return the traditional cycle of activities in the parish to what they were pre Covid 19 as well as continuing with new and different activities during this period.

(vi) Subject to regulatory approval and funding being available it is hoped the weathervane and cockerel will be reinstated in 2021.

Structure, Governance and Management

Membership of the PCC is determined under Church Representation Rules and consists of certain ex-officio members (the Incumbent, Curate, Readers licensed to officiate in the church), the Churchwardens and members of the Deanery, Diocesan or General Synods and eleven members of the Church who are elected at the Annual Parochial Church Meeting (APCM). 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.

All meetings post March 2020 were virtual meetings; this was undertaken with the sanction/agreement of Chichester Diocese and the Charity Commission.

The PCC members as Trustees are responsible for a wide range of matters affecting the parish, including worship, mission and outreach as well as compliance with health and safety, disability legislation and safeguarding. In their capacity as trustees, they are also responsible for the stewardship of funds and for appropriate accounting and reporting of the parish finances. The PCC works to ensure that each member of the committees is equipped to fulfil their role. The PCC's Secretary and Treasurer are elected at the first meeting of the PCC each year. The Churchwardens, Secretary and Treasurer attend courses run by the diocese on their particular work. Regular communications from the diocese keep these officers up to date with changes in church regulations and financial procedures and these are reported to the PCC as appropriate. The PCC is responsible for ensuring that a Disclosure and Barring Service search is conducted on all those who work closely with children and vulnerable adults in the church.

Following a review during 2018 the existing 11 sub-committees were reorganised and reduced to 8. The 8 sub committees that report to the PCC are - Standing Committee, Fabric, Safeguarding, Good Shepherd Festival/Fund Raising, Mission and Outreach, Worship, Safeguarding and Pastoral.

Standing Committee:

This is the only committee required by law. It has the power to transact business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee:

The Worship sub-committee attends to matters relating to Ministry of the local church to the community and the world, such as ecumenical links, evangelism and the support of mission and relief agencies. Its remit also extends to matters related to church services and liturgical matters etc.

Mission and Outreach:

This committee's remit seeks to involve not only the worshippers of the church but all those who live within the parish boundaries, those who live in the 'close' geographic area (not within the parish boundaries) and see the Church of the Good Shepherd as a place of worship and centre of activities that may be of interest to them.

Fabric Committee:

The Fabric committee attends to the management and control of all activities in church properties and matters relating to the stewardship of the church's assets, such as church buildings and fabric, the church grounds, the church hall and the house at 56 Reigate Road, formerly occupied by a curate.

All the other committees' activities/remit are defined by the name of the committee.

Risk Assessment

A review of the church's Health and Safety Policy was undertaken in 2018; this policy was discussed and agreed by the PCC and reviewed in 2020.

Signed on behalf of the PCC

Revd. Dr Felix Mascarenhas – Vicar

The web site of this Church is www.goodshepherdbrighton.org.uk

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF THE CHURCH OF THE GOOD SHEPHERD, BRIGHTON [Registered Charity 1131188]

I report on the accounts of the Church of the Good Shepherd, Brighton for the year ended 31st December 2020, which are set out on pages 11 to 26.

Respective responsibilities of the trustees and the examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act or
- the accounts do not accord with the accounting records or
- the accounts did 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 requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Steve Brentnall FCIE
1 Meadow View Cottages
Town Littleworth
LEWES
BN8 4TH

March 19th, 2021

STATEMENT of FINANCIAL ACTIVITIES For the Year Ended 31 st December 2020	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
INCOME and ENDOWMENTS from:						
Donations and Legacies	1(a)	113,339	608	-	113,947	132,523
Charitable Activities	1(b)	1,648	-	-	1,648	2,089
Other Trading Activities	1(c)	16,462	-	-	16,462	30,671
Investments	1(d)	19,689	1,826	-	21,515	12,963
Other Receipts		-	-	-	-	-
TOTAL INCOME		151,138	2,434	-	153,572	178,246
EXPENDITURE on:						
Raising Funds	2(a)	7,731	-	-	7,731	8,077
Charitable Activities	2(b)	117,094	4,635	-	121,729	124,101
Other Trading Activities	2(c)	8,101	-	-	8,101	18,735
TOTAL EXPENDITURE		132,926	4,635	-	137,561	150,913
NET INCOME or (NET EXPENDITURE)		18,212	(2,201)	-	16,011	27,333
TRANSFERS BETWEEN FUNDS	(7)	1,317	(1,317)	-	-	-
OTHER RECOGNISED GAINS/(LOSSES)						
Unrealised Gains on Investments	(9)	-	(4,811)	7,313	2,502	34,465
NET MOVEMENT in FUNDS		19,529	(8,329)	7,313	18,513	61,798
BALANCES BROUGHT FORWARD at 1st JANUARY 2020		81,282	95,542	422,436	599,260	537,462
BALANCES CARRIED FORWARD at 31st December 2020		100,811	87,213	429,749	617,773	599,260

	Note	2020	2020	2019
BALANCE SHEET as at 31st DECEMBER 2020		£	£	£
FIXED ASSETS				
Fixed Assets for Charitable Use	(8)	8,897		6,526
Investment Fixed Assets	(10)	272,150		272,150
Investment Assets	(9)	157,598		150,285
TOTAL FIXED ASSETS			438,645	428,961
CURRENT ASSETS				
Debtors	(13)	3,012		5,305
Investments	(9)	32,500		37,311
Cash at Bank and in Hand	(15)	146,750		131,220
TOTAL CURRENT ASSETS		182,262		173,836
LIABILITIES: AMOUNTS FALLING due WITHIN ONE YEAR				
Creditors	(14)	(3,134)		(3,537)
NET CURRENT ASSET			179,128	170,299
TOTAL NET ASSETS			617,773	599,260
THE FUNDS OF THE CHARITY				
Endowment				
- Endowed Funds			164,399	157,086
- Property Revaluation Reserve	(10) & (16)		265,350	265,350
Restricted Funds	(9) & (16)		87,213	95,542
Unrestricted Funds	(16)		100,811	81,282
TOTAL CHARITY FUNDS			617,773	599,260

The Annual Financial Report, for the year ended 31st December 2020, including the notes following, was approved by the Parochial Church Council on 2nd March 2021 and signed on its behalf by:

The Revd. Dr Felix Mascarenhas (Vicar)

R Aynsley-Smith (Honorary Treasurer)

STATEMENT OF ACCOUNTING PRINCIPLES

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the current (2015) Statement of Recommended Practice (SORP) and Financial Reporting Standard (FRS 102).

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.

Funds Accounting

Funds held by the PCC are:

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

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

Restricted Funds –

- (i) Income from trusts or endowments which may be expended only on those restricted objects provided in the terms of trust or bequest
- (ii) Donations and/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 a balance on that fund.

Endowment Funds – funds the capital of which must be maintained; the income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

Income and Endowments

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

Donations and Legacies

- (i) Collections are recognised when received
- (ii) Planned giving receivable is when there is evidence of entitlement, receipt is probable and the amount accords with the Gift Aid declaration and/or other record of intention to donate.
- (iii) Gift Aid recovered is recognised when the income to which it is attached is recognised.
- (iv) Grants and legacies are recognised when the formal offer, in writing, is received by the PCC.

Charitable Activities

Sales of magazines are recognised when received

Other Trading Activities

Trading income is receivable in return for selling goods and/or providing services. Income from trading is recognised either

- (i) When received
- (ii) For example, in the case of concerts for the year in question, irrespective of the date of receipt. Advance bookings are included in creditors.

Income from Investments

- (i) Dividends are accounted for when due and payable. Interest entitlements are accounted for as they are received.
- (ii) Rents from Property are recognised in accordance with rental agreements and when receipt is probable and measurable.

All Other Income

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

Gains and Losses on Investments

- (i) Realised gains are recognised when the investments are sold.
- (ii) Unrealised gains and losses are accounted for on revaluation – at 31st December.

Expenditure

Expenditure is accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for on an annual basis reflecting the allocations set by our Deanery. Any parish contribution unpaid at the 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Fixed Assets

Consecrated and/or beneficed and/or heritage property of any kind is excluded from the accounts by s.10 (2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2001 there is insufficient cost information available and therefore the costs of such assets are not stated in the financial statements. Since that date assets acquired have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates applicable are

Computers	- 33%
Office equipment	- 20%
Other plant	- 10%

No depreciation is provided on freehold 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, however, will be made if there has been any permanent diminution in value

Taxation

The Church enjoys charitable status. As a charity the church is outside the scope of VAT in respect of its income.

Investments

Investments are stated at market value at the balance sheet date.

Current Assets

Amounts owing to the PCC at the financial year-end in respect of fees, rents and/or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit with the CBF Church of England Funds and/or at the bank.

Other

The Parish, under the terms of Mrs Moor's (our original benefactor) will, own a further 3,016 shares in the CIFM Investment Fund. The terms of the bequest were that the money was to be used solely for the incumbent of the parish. At the time of the standardisation of stipends the income from these shares was passed to the diocese where it currently remains and is used by the diocese to offset the cost of clergy stipends.

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(1) ANALYSIS of INCOME and ENDOWMENTS:	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
Planned Giving (exc. Tax Refunds)		76,458	495	-	76,953	35,500
Planned Giving (no Tax Refunds)		8,207		-	8,207	10,741
Loose Cash Collections		2,612	-	-	2,612	8,854
Patronal/Christmas Tree Festival		2,052	-	-	2,052	11,940
Other Special Appeals		-	-	-	-	-
Gift Aid Recovered		19,310	113	-	19,423	8,871
Grants		1,937	-	-	1,937	-
Legacies	(11)	-	-	-	-	50,000
Other Income	(18)	2,763	-	-	2,763	6,617
Voluntary Donations and Legacies	1(a)	113,339	608	-	113,947	132,523
Fees for Weddings and Funerals		1,648	-	-	1,648	2,089
Charitable Activities	1(b)	1,648	-	-	1,648	2,089
Sales of Parish Magazines		328	-	-	328	501
Hire of Church		4,801	-	-	4,801	8,038
Hire of Church Hall		10,973	-	-	10,973	22,132
Other Income		360	-	-	360	-
Other Trading Activities	1(c)	16,462	-	-	16,462	30,671
Bank and CBF Deposit Interest		278	141	-	419	746
CCLA/M + G Investment Income		1,011	1,685	-	2,696	2,617
Rent - 56 Reigate Road		18,400	-	-	18,400	9,600
Investments	1(d)	19,689	1,826	-	21,515	12,963
TOTAL RECEIVED on all FUNDS		151,138	2,434	-	153,572	178,246

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(2) ANALYSIS of EXPENDITURE on:	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
Special Appeal Costs		-	-	-	-	-
Fund Raising		-	-	-	-	2,151
Investment Management Costs		7,731	-	-	7,731	5,916
Cost of Raising Funds	2(a)	7,731	-	-	7,731	8,077
Missionary and Charitable Giving		4,500	196	-	4,696	6,179
Diocesan Parish Share		74,035	-	-	74,035	71,883
Clergy Expenses		6,196	-	-	6,196	6,042
Salaries and Honoraria Inc. NI	(5)	9,210	-	-	9,210	9,028
Upkeep of Services		2,107	495	-	2,602	4,723
Church Running Costs		10,832	-	-	10,832	10,666
Church Maintenance and Repair		7,418	3,330	-	10,748	4,831
Bank Charges		20	-	-	20	36
Depreciation		717	428	-	1,145	1,038
Governance	(6)	855	-	-	855	480
Other Expenditure	(19)	1,204	186	-	1,390	9,195
Cost of Charitable Activities	2(b)	117,094	4,635	-	121,729	124,101
Church Hall Costs		6,943	-	-	6,943	13,836
Other Trading Costs	(20)	1,158	-	-	1,158	4,899
Other Trading Activities	2(c)	8,101	-	-	8,101	18,735
TOTAL EXPENDITURE on all FUNDS		132,926	4,635	-	137,561	150,913

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(3) STATEMENT of CASH FLOWS	Note	2020	2019
		£	£
Cash Flows from Operating Activities:		(2,470)	18,228
Net Cash Provided by Operating Activities			
Cash Flows from Investing Activities		(3,515)	-
Dividends, Interest and Rent from Investments		21,515	12,963
Purchase of Plant and Equipment			
Change in Cash and Cash Equivalents in the Reporting Period		15,530	31,191
Cash and Cash Equivalents at the beginning of the Year	(15)	131,220	100,029
Cash at Bank and on Deposit at the end of the Year	(15)	146,750	121,220
Cash at Bank and on Deposit at the end of the Year	(15)	146,750	131,220
Reconciliation of Net Income/(Expenditure) to net Cash Flow from Operating Activities			
Net Income/Expenditure for the Reporting Period (<i>as per Statement of Financial Activities</i>)		18,513	61,798
Adjustment for -			
Depreciation		1,145	1,038
Unrealised Gain/Losses on Investments	(9)	(2,502)	(34,465)
Dividends, Interest and Rent from Investments		(21,515)	(12,963)
Decrease/(Increase) in Debtors		2,293	2,603
(Decrease)/Increase in Creditors		(404)	217
Net Cash Provided by (used in) Operating Activities		(2,470)	18,228

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(4) MISSIONARY and CHARITABLE GIVING	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
Missionary and Charitable Giving						
Alzheimer's Society		-	-	-	-	900
Bishops of Chichester's Funds		-	-	-	-	150
Blind Veterans UK		100			100	-
Brighton + Hove Mission		-	-	-	-	250
Clock Tower Sanctuary		-	-	-		1,050
Coram		2,200	-	-	2,200	440
Dogs for Good		-	-	-	-	1,050
Kidz Club		500			500	-
Lovey Foundation		-	-	-	-	130
Martlets Hospice		1,000	-	-	1,000	427
Mercy Ships		700	-	-	700	172
Sponsorship of two Drama Students		-	196	-	196	560
USPG		-	-	-	-	1,050
Sub Total – Direct Giving	(4)	4,500	196	-	4,696	6,179

Additionally. The following activities were either organised by the Church and/or provided, free, the facilities and support for the following events to take place. The monies raised are not part of the church's accounts.

Poppy Appeal (Remembrance Sunday)		-	-	-	-	-
TOTAL GIVING		-	-	-	4,696	6,179

(5) STAFF COSTS	Note	General Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
Remuneration						
Wages and Salaries		9,050	-	-	9,050	8,878
Employer Social Security Costs		11	-	-	11	18
Employers Cost to Defined Contribution Scheme		149	-	-	149	132
	(5)	9,210	-	-	9,210	9,028

During the year the PCC employed a Director of Music and a Hall Cleaner. No member of the PCC, nor any person closely connected to them, received any form of remuneration. Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC – namely Clergy support such as Council Tax, Water and Environmental Charges - £3,976 and reimbursement for telephone, postage, travelling expenses etc.- £1,135

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(6) GOVERNANCE	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
Independent Examination		530	-	-	530	480
Trustee Meetings		325	-	-	325	-
TOTAL	(6)	855	-	-	855	480

(7) TRANSFERS

Transfer of Dividend Income to meet Relevant Expenditure in the General Fund

Organist		-	(928)	-	(928)	(924)
Flower Fund		-	(188)	-	(188)	(200)
Stoneham Garden Memorial Fund		-	(200)	-	(200)	(194)
Assistant Priest Fund		-	(1)	-	(1)	(1)
General Fund		1,317		-	1,317	1,319

Transfer of Christmas Tree Festival Surplus to Outside Giving Fund

General Fund		(1,812)	-	-	(1,812)	(3,800)
Outside Giving Fund		1,812	-	-	1,812	3,800

Utilise Legacies received in 2019

Legacy Fund		-	-	-	-	(50,251)
Vestment Fund		-	-	-	-	-
Hall Fabric Fund		-	-	-	-	5,000
Church Fabric [Designated] Fund		-	-	-	-	45,251

To Meet the Deficit on the Hall Fund and to meet Future Expenditure on the Investment Property

Reigate Road Fund		(9,255)	-	-	(9,255)	(3,500)
Hall Fund		1,255	-	-	1,255	
Reigate Road Fabric Fund		8,000	-	-	8,000	3,500

To Meet the Deficit on the General Fund

Hall		-	-	-	-	(10,000)
Hall Fabric Fund		-	-	-	-	(1,500)
Church Fabric [Designated] Fund		(30,747)	-	-	(30,747)	(18,000)
General Fund		30,747	-	-	30,747	29,500

TOTAL TRANSFERS	(7)	1,317	(1,317)	-	-	-
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NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(8) FIXED ASSETS for CHARITABLE USE		Note	Freehold Land & Buildings	Church Equipment	Hall Equipment	TOTAL
			£	£	£	£
ACTUAL/DEEMED COST	At 01 January 2020			61,771	8,608	70,380
	Additions			-	3,515	3,515
At 31 December 2020			1	61,771	12,123	73,895
DEPRECIATION	At 01 January 2020		-	56,187	7,666	63,853
	Additions		-	414	731	1,145
At 31 December 2020			-	56,263	8,735	64,998
NET BOOK AMOUNT	At 01 January 2020		1	5,584	942	6,527
	At 31 December 2020	(8)	1	5,170	3,726	8,897

The freehold land and buildings are the Church Hall at 270 Dyke Road, Brighton. The value of the latter, on the advice of Church House, and in the absence of any written records, is shown at £1 - its written down value. The Hall was a gift to the parish in 1938. The current insurance value of this building (December 2019) is £1.117 million. Assets capitalised up to and including 2020 are the Candle Display Case and a new reprographic machine for the parish office. Church equipment comprises the amplification system, alarm system, church chairs, the church central heating system, screen and projector and various items for the parish office. Hall assets capitalised are chairs, tables, central heating radiators, overhead projector equipment and a cooker.

Although not owned by the Parish the insurance value of the church is £11.59 million.

(9) INVESTMENT ASSETS	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2020	TOTAL 2019
		£	£	£	£	£
Market Value at 01 January 2020		-	37,311	150,285	187,596	153,131
Net Gains/(Losses) and Revaluation		-	(4,811)	7,313	2,502	34,465
Market Value at 31 December 2020	(9)	-	32,500	157,598	190,098	187,596

Endowment shares comprise 7,714 shares in the CIFM Fund. These cost £3,857 in 1958. M + G Charifund Accumulation Units, bought in 2008 and 2009 for £8,000 and £4,000 respectively, comprise 133.398 units. The total holding of M + G units is for the Youth Fund.

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(10) INVESTMENT FIXED ASSETS	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2019	TOTAL 2018
		£	£	£	£	£
Market Value at 01 January 2020		-	-	272,150	272,150	272,150
Net Gains/(Losses) and Revaluation		-	-	-	-	-
Market Value at 31 December 2020	(10)	-	-	272,150	272,150	272,150

The freehold land and buildings at 56 Reigate Road, Brighton was purchased in 1968 for £6,800. At the beginning of 2016 the property had an open market value of £537,500. The valuation was carried by Your Move (Estate and Letting Agents) of 38 Queens Road, Brighton, BN1 3XB an unrelated party to the Church. Half the independent valuation has been incorporated in the accounts because in the event of the house being sold only half of any proceeds (after any sale costs) are attributable to this parish. The insurance value of the house at 31 December 2020 is £446,590.

(11) LEGACY

No legacies were received or notified in 2020 (£50,000 in 2019).

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
(12) ANALYSIS of NET ASSETS by FUND		£	£	£	£	£
Fixed Assets for Church Use		5,304	3,592	1	8,897	6,526
Investment Fixed Assets		-	-	272,150	272,150	272,150
Investment Assets		-	32,500	157,598	190,098	187,596
Current Assets		98,641	51,121	-	149,762	136,525
Current Liabilities		(3,134)	-	-	(3,134)	(3,357)
TOTAL	(12)	100,811	87,213	429,749	617,773	599,260

(13) DEBTORS

Income Tax Recoverable		1,651	-	-	1,651	1,518
Prepayments and Accrued Income		401	-	-	401	1,706
Debtors		960	-	-	960	2,081
TOTAL	(13)	3,012	-	-	3,012	5,305

(14) CREDITORS: AMOUNTS FALLING DUE within ONE YEAR

Deferred Income		660	-	-	660	565
Accruals		2,474	-	-	2,474	2,972
TOTAL	(14)	3,134	-	-	3,134	3,537

(15) ANALYSIS of CASH and CASH EQUIVALENTS

Bank Current Accounts		51,687	-	-	51,687	26,575
Deposit (No Notice)		43,942	51,121	-	95,063	104,645
	(15)	95,629	51,121	-	146,750	131,220

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2019

(16) STATEMENT of FUNDS	Note	Balances b/fwd – 01.01.2020	Income	Expenditure	Transfers/ Other Gains and Losses	Balances c/fwd – 31.12.2020
Endowed Funds		£	£	£	£	£
Organist Fund		31,483	-	-	1,532	33,015
Hall Fund		34,328	-	-	1,671	35,999
Vestment Fund		12,527	-	-	609	13,136
Flower Fund		6,370	-	-	310	6,680
Stoneham Garden Memorial Fund		6,780	-	-	330	7,110
Mrs Moor's Stipend Fund		57,758	-	-	2,859	61,617
Assistant Priest Fund		39	-	-	2	41
Church Hall		1	-	-	-	1
Reigate Road		272,150	-	-	-	272,150
		422,436	-	-	7,313	429,749
Restricted Funds						
Church Fabric Fund		27,800	76	-	-	27,876
Organist Fund		4,015	940	-	(928)	4,027
Junior Choir Fund		1,235	3	-	-	1,238
Vestment Fund		5,815	384	(495)	-	5,704
Centenary Fund		-	295	-	-	295
Flower Fund		3,476	197	-	(188)	3,485
Stoneham Memorial Garden Fund		-	200	-	(200)	-
Assistant Priest Fund		-	1	-	(1)	-
Youth Fund		41,067	323	(382)	(4,811)	36,197
Bell Ringing Fund		2,063	6	-	-	2,069
Church Fabric Fund - Weathervane		4,174	3	(3,330)	-	847
Paschal Candle Display Case		4,042	-	(428)	-	3,614
Vicars Discretionary Fund		1,856	5	-	-	1,861
		95,542	2,433	(4,635)	(6,128)	87,213
Designated Funds						
Organ Fabric Fund		12,257	34	-	-	12,291
Outside Charitable Giving Fund		6,841	46	(4,500)	1,812	4,199
Hall Fund		958	11,985	(14,198)	1,255	0
Hall Fabric Fund		6,042	17	-	-	6,059
Reigate Road Fund		184	18,415	(7,178)	(9,255)	2,166
Reigate Road Fabric Fund		4,620	13	(552)	8,000	12,081
Legacy Fund		-	-	-	-	-
Social Funds		811	-	-	-	811
Church Fabric Funds		44,200	50,179	(5,770)	(30,747)	57,862
Church Fabric Fund - Weathervane		5,329	12	-	-	5,341
		81,241	80,701	(32,198)	(28,935)	100,810
General Fund		39	70,438	(100,728)	30,252	1
TOTAL	(16)	599,260	153,572	(137,561)	2,502	617,773

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

(17) STATEMENT of FINANCIAL ACTIVITIES	Unrestricted Funds		Restricted Funds		Endowment Funds		TOTAL	
	2020	2019	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£	£	£
INCOME from DONATIONS and LEGACIES								
Donations and Legacies	113,339	127,473	608	5,050	-	-	113,947	132,523
Charitable Activities	1,648	2,089	-	-	-	-	1,648	2,089
Other Trading Activities	16,462	30,671	-	-	-	-	16,462	30,671
Investments	19,689	11,081	1,826	1,882	-	-	21,515	12,963
Other Receipts	-	-	-	-	-	-	-	-
TOTAL INCOME	151,138	171,314	2,434	6,932	-	-	153,572	178,246
EXPENDITURE on:								
Raising Funds	7,731	8,077	-	-	-	-	7,731	8,077
Charitable Activities	117,094	121,172	4,635	2,929	-	-	121,729	124,101
Other Trading Activities	8,101	18,735	-	-	-	-	8,101	18,735
TOTAL EXPENDITURE	132,926	147,984	4,635	2,929	-	-	137,561	150,913
NET INCOME or (EXPENDITURE)	18,212	23,330	(2,201)	4,003	-	-	16,011	27,333
TRANSFERS between FUNDS	1,317	1,319	(1,317)	(1,319)	-	-	-	-
OTHER RECOGNISED GAINS/(LOSSES)								
Unrealised Gains/(Losses) on Investments	-	-	(4,811)	6,974	7,313	27,491	2,502	34,465
NET MOVEMENT in FUNDS	19,529	24,649	(8,329)	9,658	7,313	27,491	18,513	61,798

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2020

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
					2020	2019
		£	£	£	£	£
(18) OTHER INCOME						
Social Activities		-	-	-	-	4,152
Sundry Income		2,763	-	-	2,763	2,415
Donation - Vestments		-	-	-	-	50
Flowers		-	-	-	-	-
TOTAL	(18)	2,763		-	2,763	6,617
(19) OTHER – CHARITABLE ACTIVITIES						
Equipment Purchased		-	-	-	-	1,764
Quinquennial		-	-	-	-	2,640
Social		310	-	-	310	3,446
Sundry Expenditure		689	-	-	689	514
Payroll Costs		205	-	-	205	-
Kidz Club		-	186	-	186	-
Professional fees re Weathervane		-	-	-	-	831
TOTAL	(19)	1,204	186	-	1,390	9,195
(20) OTHER – TRADING COSTS						
Reigate Road Refurbishment		-	-	-	-	3,730
Fees		1,158	-	-	1,258	1,169
TOTAL	(20)	1,158	-	-	1,158	4,899

NOTES to the FINANCIAL ACCOUNTS
For the Year Ended 31st December 2019

10 YEAR HISTORY of SELECTED ITEMS of INCOME and EXPENDITURE

NUMBER of REGULAR DONORS

2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
73	64	70	64	61	62	56	53	52	51

GENERAL FUND – TOTAL INCOME and EXPENDITURE

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
	£	£	£	£	£	£	£	£	£	£
Income	84,118	65,556	74,018	79,933	75,768	75,129	81,837	86,468	83,840	70,438
Expenditure	(89,478)	(96,113)	(98,091)	(97,892)	(100,619)	(102,690)	(105,815)	(103,350)	(110,822)	(100,728)
Surplus/(Deficit)	(5,360)	(30,557)	(24,073)	(17,959)	(24,851)	(27,561)	(23,978)	(16,882)	(26,982)	(30,290)

GENERAL FUND – FUND RAISING ACTIVITIES

2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
£	£	£	£	£	£	£	£	£	£
4,969	4,608	7,018	8,031	10,802	8,085	10,155	7,774	11,940	2,052

GENERAL FUND - PAID to the DIOCESE – to cover DIOCESAN and NATIONAL CHURCH EXPENDITURE

2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
£	£	£	£	£	£	£	£	£	£
61,377	64,500	64,720	66,056	67,981	69,958	72,060	67,608	71,883	74,035