THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS HILL (DIOCESE OF CHICHESTER)

England & Wales · Charity number 1131284

Details

Other names	ST ANDREW'S PCC, BURGESS HILL
Status	Registered
Legal form	Previously excepted
Registered	2009-08-21
Register	View on the Charity Commission register

Contact

Address	The Parish Office 2a Cants Lane Burgess Hill RH15 0LG
Phone	01444232337
Email	office@standrewsbh.org.uk
Website	www.standrewsbh.org.uk

Activities

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

Activities: Religious activities

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** The General Public/mankind

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Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£694,531	£568,369	£1,397,734	7
2024-12-31	£569,595	£351,889	£1,248,583	7
2023-12-31	£347,936	£221,756	-	-
2022-12-31	£231,081	£189,267	-	-
2021-12-31	£210,987	£214,242	-	-
2020-12-31	£231,234	£208,465	-	-

Trustees

Name	Role	Appointed
Rev William Kemp	Chair	2024-05-22
Amanda Hanlon		2019-04-28
Andrew Sherlock		2023-04-23
Dale Marklew		2024-05-22
Ian Porter		2018-04-30
James Allen		2024-05-22
Jean Cooke		2024-05-22
John Lumley		2026-04-27
Julienne Lazell		2026-04-27
Margaret Kay		2024-05-22
Michael Awuye		2026-04-27
Philip Kelly		2025-05-11
Rev Gareth Harper		2025-05-11
Sheila Smith		2023-04-23
Susan Gumbrell		

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2025

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd William Kemp, The Parish Office, 2a Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Independent Examiners Ltd, The Grain Store, Hills Barns, Appledram Lane South, Chichester, PO20 7EG
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council (PCC) in 2025.

Ministry Report for St Andrew's Church Burgess Hill, 2025

Introduction

St Andrew's continued to grow and flourish throughout 2025. Youth and Children's ministry continues to be a strength: the youth mission trip to Mexico in August was amazing and there are now a number of older teenagers stepping into leadership in various areas of church life (leading Youth Alpha, The Six, our monthly evening service, and various youth groups/projects).

Other highlights of the year include:

- the Summer Holiday Club and Football Camp attended by over 60 children.
- Holy Week and Easter (including The Passover Meal, Good Friday services, Easter Egg Hunt and 4 services on Easter Sunday, culminating in the baptism of 6 young people at The Six).
- Summer BBQ with Yvrose for two of our Mission Partners (Hope House Haiti and the Loiyangalani Trust) in June, as part of Yvrose's visit to St Andrew's and other partner churches in the UK.
- Befriended Tea Parties, now running on the first Sunday of every month at St Andrew's, for older people, attracting over 100 people each time).
- Vision Day and Gift Day - Sundays 12 and 19 October – raising over £35,000.
- Alpha – 3 courses run during 2025 - over 40 guests have attended, most of whom have joined the church and continued to grow in faith.
- Prayer has been and continues to be a key focus for us as a community. We held various prayer weeks and prayer meetings in 2025, including the Global Week of 24-7 prayer in September, following a teaching series on Prayer and Fasting earlier in the year. We fully believe prayer is fuelling the life and growth of the church.
- In 2025, St Andrew's conducted 1 wedding, 13 funerals, 7 baptisms and 1 confirmation.

Safeguarding

Sue Griffiths continues in post as our Parish Safeguarding Officer. In April 2025 we adopted the new Parish Safeguarding Dashboard which helps with compliance and best practice in all areas of Church Safeguarding. New policies have been adopted, new posters and other information for victims and survivors is now displayed throughout the church. The diocesan Safeguarding Officer, Colin Perkins, preached at St Andrew's on Sunday 5 October. We continue to run our in-house training sessions for all volunteers and staff, and to follow best practice for safer recruitment and training.

Advent and Christmas

Advent and Christmas - We estimate that attendance through Advent and Christmas, including all the school services (Oak Tree, Birchwood Grove and Burgess Hill Girls) and Care Home visits, was around 4,500. This is a significant increase on 2024. Over 2,000 of these were those attending St Andrew's Advent and Carol services (including the Christmas Spectacular production, Christingle, Crib Service, 9 Lessons and Carols and Christmas Eve Midnight Communion). All of these were evangelistic in one way or another. Many local people, invited friends, family, and neighbours heard the truth of Christmas, received an invitation to Alpha and seemed to leave with a very positive view of the church. We also gave away over

200 copies of Bear Grylls's book, The Greatest Story Ever Told. It has been encouraging to see a significant rise in attendance in January 2026 following the numbers for Advent and Christmas.

New staff

Four new members of Staff joined the team at St Andrew's in 2025. The licensing service for our new Associate Vicar, Gareth Harper, conducted by Bishop Martin, took place on Monday 3 March. It was a great occasion and wonderful to welcome Gareth and Athena (and Bea and Zeph) to St Andrew's. Gareth will focus on local mission and community engagement, he will oversee youth and children's ministry, our evening service "The Six" and help with communication, social media etc. (as well as preaching, leading services and other ordained ministry). It is our longer-term goal that Gareth will explore the possibility of gathering a team to lead a church plant from St Andrew's in the coming years.

Following our Gift Day in October, and a successful recruitment process, Kim Sullivan was appointed to the role of Assistant Youth Pastor. She began in May and has added strength to our youth team as the numbers continue to grow. Grace Lambert also joined the staff team as she began the New Wine Discipleship Year scheme in September, with St Andrew's as her placement church, focussing on youth, children and communications.

In October our Worship Pastor, Stuart Barbour, stepped down after many years of faithful service. We were delighted to appoint Zoë Baker to the role, she began on 30 November and has made a great start.

Mission Partners

We held a review of the Mission Partners that St Andrew's support. A working party was asked to propose a way forward and after prayerful consideration by the PCC, it was decided that the following should be Mission Partners (who receive regular financial support):

1. Family Support Work (FSW)
2. Sam and Daniela Leighton (YWAM)
3. Church Mission Society (CMS)
4. Hope House Haiti
5. Befriended
6. Centre For Urban Mission (Nairobi, Kenya)
7. Loiyangalani (Northern Kenya)
8. Off the Fence
9. Tearfund

It was agreed that the list of Mission Partners will be reviewed in 2 years.

Creation Care

Neroli Allen, our Authorised Lay Minister for Creation Care, presented a proposal for the PCC as we consider how to become a more environmentally friendly church. The plan is to appoint leaders and teams for 5 different areas in response to the climate crisis and God's call to care for creation more responsibly. These are: our green space; our buildings/energy use; teaching, worship and prayer on creation care; advocacy and community action; recycling and personal good practice. We have also received a report on St Andrew's energy use, proposing a number of actions which would significantly reduce our carbon footprint. The most significant of which are to replace our gas boiler with an air sourced heat pump, and to install solar panels on the church roof. Both of these are big and expensive projects which we will be considering in 2026.

Men's and Women's Ministry

Men's and Women's breakfasts continued on Saturday mornings throughout the year. These are excellent occasions which have brought people together, strengthening relationships, sharing faith and welcoming newcomers/those from outside the church. The men's breakfasts are a joint venture with Sheddingdean Baptist Church and St Edward's Burgess Hill. There was a Women's Day conference at St Andrew's with Perry May Britton in September. The Women held a Christmas Dinner at the Hassocks Hotel and the Men held a Curry Night in the Rider Hall.

Nursing Home Services

There have been regular services of Holy Communion, as well as seasonal services of Songs of Praise or Christmas Carols, in six local residential and nursing homes.

The Highmead Christian Foundation

We offer our sincere gratitude to Robert and Lucy Monroe and the Highmead Christian Foundation, who have been so generous to St Andrew's over many years. The trustees of Highmead collectively felt the time was right to step down from overseeing the grant-giving work, so they agreed to transfer the remaining funds to St Andrew's. This is a considerable amount of money which will be placed in a restricted fund with a clear remit from the Highmead trustees (essentially capital projects, and youth and children's ministry) and will be administered by the PCC. Their generosity enabled a new kitchen to be fitted for the Vicarage in August which has made a huge difference to the living space and the ability to offer hospitality at the Vicarage.

Structure, Governance, and Management

An Operational Leadership Team (OLT) has been established this year, made up of staff, volunteers and PCC members. The OLT now meets 6 times per year for long term planning and review of all activities and events.

We welcomed the Archdeacon of Horsham, the Ven Angela Martin, in October for our quinquennial Archdeacon's Visitation. She thoroughly reviewed every aspect of ministry at St Andrew's and our compliance with diocesan regulations. Her report was accompanied by the following comments: "I enjoyed my visit, seeing the care you all take over the Mission and Ministry of the Church within the Benefice both practically and spiritually. … I certainly enjoyed learning about your plans for the future and the growth in the church family that has taken place since the blend happened 18 months ago."

Parochial Church Council
Revd Will Kemp (Chair) – Priest-in-Charge
Gareth Harper – Associate Vicar from March 2025
Amanda Hanlon – Churchwarden
Mandy Anstee – acting Churchwarden to April 2025
Phil Kelly – Churchwarden from April 2025
Ian Porter – Parish Treasurer
Andy Sherlock – Fabrics Manager
James Allen – Secretary and Head of Operations
Sue Gumbrell – Deanery Synod
Margaret Kay – Deanery Synod
Sheila Smith –Deanery Synod
Jean Cooke
Andy Gilbard to December 2025

Dale Marklew
Janet Davies to April 2025
Nicola Duckworth to April 2025
Faith Fallon to April 2025
Linda Porter to April 2025
Nicola Reuter-Sinclair to April 2025
Ruth Sanders to April 2025
Steve Watson to April 2025

To support the church's ministries, St Andrew's has teams responsible for various aspects of administration and management. These are the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP), and the Standing Committee.

Finance and General Purposes Committee
Vicar/Priest-in-Charge
Associate Vicar
Churchwardens
Parish Treasurer
Fabrics Manager
Head of Operations

Standing Committee
Vicar/Priest-in-Charge
Associate Vicar
Churchwardens
Parish Treasurer
Head of Operations

Electoral Roll
At the Annual Parochial Church Meeting in May 2025 there were 210 members of the church electoral roll.

Revd Will Kemp (Chair – Priest-in-Charge)

Financial Review

Support for Mission in the UK and Abroad

St Andrew's Church maintained its practice of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are detailed below. These include sums raised on special collection Sundays, giving from church funds and individual ad-hoc donations.

	General Fund	Restricted Funds	Total All Funds	
	2025	**2025**	**2025**	2024
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,125.00**	**657.61**	**2,782.61**	3,951.25
Off The Fence	**1,200.00**	**4,053.55**	**5,253.55**	7,419.62
Sam & Daniela Leighton - Neighbours & Nations YWAM	**2,100.00**		**2,100.00**	500.00
Befriended	**1,200.00**	**1,224.63**	**2,424.63**	500.00
Hope Building Confidence				500.00
A Rocha UK	**125.00**		**125.00**	
Overseas:				
Church Mission Society (CMS)	**2,125.00**	**270.84**	**2,395.84**	2,870.00
Bible Society				2,870.00
Tear Fund		**8,191.48**	**8,191.48**	4,502.20
Ushaaqallah Benefit Society				2,870.00
Centre for Urban Mission Nairobi (Amadet)	**3,000.00**	**1,088.42**	**4,088.42**	1,250.00
Hope House Haiti	**4,800.00**	**4,298.62**	**9,098.62**	2,000.00
Loiyangalani Trust	**2,650.00**	**4,236.12**	**6,886.12**	2,645.00
Ukraine Appeal				670.00
Open Doors				975.94
GRAND TOTAL	**19,325.00**	**24,021.27**	**43,346.27**	33,524.01

The PCC is most thankful for the continuing financial support of the St Andrew's congregation.

Voluntary Income total overall in 2025 was £121k higher than 2024 (£596k 2025 / £475k 2024), due to two main factors: increased giving including Gift Aid (346k 2025 / £268k 2024) and a transfer in from The Highmead Christian Foundation to a new Restricted Fund (£221k). It should be noted we received a one-off grant in 2024 of £191K. Planned giving was slightly above forecast. Hall income showed a small increase. This, along with the rental of a property at 9 Pendean, higher interest income and reduced associate vicarage costs than budgeted, meant the overall result for 2025 was a surplus.

The total net result across all funds for the financial year of 2025 was a surplus of £149,151 (surplus of £217,706 in 2024) (mainly due to the £221k monies for the new restricted fund).

This can be broken down as: £9,384 surplus from the unrestricted funds (excluding designated funds), so our day-to-day fund; £20,003 deficit from the designated funds (as we spend money previously set aside for expected costs); and £159,770 surplus from the restricted funds (Highmead transfer Income offset by costs spent mainly from the Upkeep Fund). These numbers include the following fund transfers:

- £5k from unrestricted funds to Youth Restricted Fund re Youth Mexico Mission Trip

- £5k from unrestricted funds to Hardship Restricted Fund to top up the fund

The main movements on the designated funds resulting in the £20,003 deficit were: part payment of the vicarage works (£10.1k), Rider Hall Repairs and maintenance (£3.8k), Youth Centre repairs and maintenance (Inc Drainage works) (£3.4k) from the Repairs Fund, plus Prayer Room lighting (£0.4k) and purchasing a baptistry (Pool) (£1.9k) from the Legacy Fund.

The main movements on the restricted funds resulting in the £159,770 surplus were: £221K Highmead new fund monies; offset by costs on the same fund of £20k further contribution to the vicarage works, £17.2k replacing church carpets (inc link and offices), £10.5k on upgraded church paths, £2.3k plumbing/heating, £12.7k sound/lighting system upgrades, £2.2k church outside pressure washing, all from the Upkeep Fund. Additionally £2.4K was paid out from the Hardship Fund.

From the Youth Fund there was £32.6k of Donations/grants in the year towards the Mexico Youth Mission Trip plus a further £13k of fund raising, the cost of the trip in total paid out in 2025 was £51.9k.

Details of the individual movements for both designated and restricted funds can be found in the financial statements.

The total incoming resources for the unrestricted funds were £407,537 (£533,677 in 2024), a decrease of £126,140. Note in 2024, £191.1k of the total came from a one-off grant. Donations & Legacies (inc grants) therefore decreased to £303,284 (£439,602 in 2024).

The voluntary income to the restricted funds was £292,922 (£35,518 in 2024). This included the £221k from The Highmead Christian Foundation, and £24k of Away Giving collections (Missions & Charity Fund), including Gift Aid; £32.6k of Youth Fund income for the Mexico Youth Mission Trip, and £14.6k of Facilities Fund income.

Gift Aid continues to be recovered on all donations where applicable. Tax recovered by way of Gift Aid in 2025 was £53,934 (£40,635 in 2024). The Small Donations Gift Aid allowance is also claimed where possible for cash collections and electronic card donations payments.

The largest expenditure of the PCC was the sum of £141,500 (£89,410 in 2024) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the incumbent, the Associate Vicar and a standard sum for diocesan central costs, clergy training and a contribution to national church funds. Note in 2024 The Point also paid a pledge from their accounts.

The second largest item of expenditure in 2025 was the overall contracted staff costs of £117,819 (£87,512 for 2024, the Point staff joined our payroll part way through the 2024 financial year (April 2024)). As at 31 December, the PCC employed a full-time Youth Pastor, a part time Assistant Youth Pastor (from May 2025), a part-time Parish Administrator, a part-time Facilities Co-ordinator, a part-time Music Director, a part-time Caretaker, and a part-time Cleaner (a total full-time paid staff equivalent head count of 3.75). We also have a full-time Young Families and Children's Pastor and an Operations Manager, both of whom are self-funded. Additionally, vergers were paid for weddings & funerals, and an organist for services on an ad-hoc basis.

Property expenses of £34,012 in 2024 (£15,668 in 2024) included some repairs and letting fees payable for 9 Pendean plus costs for the vicarage and associate vicarage.

The PCC paid away £43,346 (£33,524 in 2024) in missionary and charitable giving. The total amount for 2025 was monies taken at special collections, money from church funds and individual ad-hoc donations for the charities supported by the church. The PCC pledges to pay away (tithing) at least 10% of its giving

income (including Gift Aid but excluding grants and legacies). Giving income totalled £346,296, and £43,346 was paid away, representing 12.51% of giving income.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets) that equates to approximately three months' worth of unrestricted payments, as contingency against unforeseen situations. The general, unrestricted, cash reserve at 31 December 2025 was £161,884 (£152,499 in 2024). This is sufficient to cover three months of unrestricted payments, which averaged £96,024 in 2025 (£68,078 in 2024) excluding expenditure from designated funds. We expect to have sufficient cash flow to continue to pay bills as they fall due.

Details of the balances and purposes of the various designated and restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits, to maximise interest while protecting the sums involved, or in low-risk funds. For deposit accounts not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2025 the PCC held fund accounts with the CCLA CBF Church of England Deposit Fund (Fitch Credit Quality rating and Fund Market risk Sensitivity rating 'AAAf'/'S1') and the Mansfield Building Society, in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Statement of Responsibilities

The PCC members are responsible for preparing the PCC members' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The PCC members are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the PCC members of the charity on 12/1/26 and signed on its behalf by:

Name : Ian Porter

Date : 9/2/26

Ian Porter (Treasurer)

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2025

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
16	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2025	FUNDS 2024
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	303,284	292,922		**596,206**	475,120
Trading Activities for generating funds	2b	55,102			**55,102**	53,556
Income from investments	2c	10,219	4,089		**14,308**	11,441
Church activities	2d1	10,017	12,972		**22,989**	7,745
Charitable Activities	2d2	4,915			**4,915**	2,804
Other incoming resources	2e	24,000			**24,000**	18,929
Total incoming resources		**407,537**	**309,983**		**717,520**	569,595
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	362,848	160,214		**523,062**	271,623
Other Trading Activities	3c2	44,167			**44,167**	79,162
Governance Costs	3d	1,140			**1,140**	1,104
Total resources expended		**408,155**	**160,214**		**568,369**	351,889
Net incoming/(outgoing) resources		**-618**	**149,769**		**149,151**	217,706
Transfers between Funds	10	-10,000	10,000			
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					-30,880
Gains/(losses) on investment assets	6					
Net movement in funds		**-10,618**	**159,769**		**149,151**	186,826
Total funds brought forward at 1 January 2025		1,126,256	122,327		**1,248,583**	1,061,757
Total funds carried forward at 31 December 2025		**1,115,638**	**282,096**		**1,397,734**	1,248,583

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2025	2024
			£	£
Fixed assets				
Tangible fixed assets	5		**940,000**	940,000
Investments	6			
Total fixed assets			**940,000**	940,000
Current assets				
Stock				
Short term deposits		**409,316**		225,490
Cash at bank and in hand		**56,756**		93,702
Debtors	8	**5,198**		1,570
		471,270		320,762
Creditors: amounts falling due within one year	9	**-13,536**		-12,179
Net current assets			**457,734**	308,583
Total assets less current liabilities			**1,397,734**	1,248,583
Creditors: amounts falling due after one year	9			
NET ASSETS	7		**1,397,734**	1,248,583
Funds	7			
Endowment funds	10			
Restricted funds	10		**282,096**	122,327
Unrestricted funds	10		**1,115,638**	1,126,256
			1,397,734	1,248,583

Approved by the Parochial Church Council on 15 / 1 / 2026 and signed on its behalf

Revd Will Kemp - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert/event hire has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2025 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2025	TOTAL FUNDS 2024
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	173,559	11,395		**184,954**	133,307
	Other Planned Giving (no tax refunds)	37,584			**37,584**	27,696
	Collections at all services	2,659	13,186		**15,845**	10,958
	All other giving	35,044	14,625		**49,669**	48,931
	Special Appeals		4,310		**4,310**	6,218
	Gift Aid recoverable	47,756	6,178		**53,934**	40,635
	Grants	6,682	243,228		**249,910**	192,893
	Legacies					14,482
		303,284	292,922		**596,206**	475,120
b	**Activities for generating funds**					
	Fund Raising Events	86			**86**	42
	Church Hire	6,904			**6,904**	7,181
	Halls Hire and Special Events in Halls	48,112			**48,112**	46,333
		55,102			**55,102**	53,556
c	**Investment income**					
	Interest on Bank Accounts	10,219	4,089		**14,308**	11,441
		10,219	4,089		**14,308**	11,441
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	1,916			**1,916**	217
	Activities for Youth	1,664	12,972		**14,636**	918
	Holiday Club	1,296			**1,296**	1,076
	Children's Activities	100			**100**	117
	Men's Breakfasts	1,718			**1,718**	1,369
	Other Church Activities	595			**595**	2,287
	Tuesday Café					81
	Women's Ministry	2,238			**2,238**	1,680
	Catering	465			**465**	
	Income from Parish Office	25			**25**	
		10,017	12,972		**22,989**	7,745
d2	Fees for weddings and funerals	4,915			**4,915**	2,804
e	**Other incoming resources**					
	Rental of 9 Pendean Property	24,000			**24,000**	18,929
		24,000			**24,000**	18,929
	Total incoming resources	407,537	309,983		**717,520**	569,595

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Facilities Fund	Highmead Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2025**	TOTAL RESTRICTED FUNDS 2024
		£	£	£	£	£	£	**£**	£
a	**Voluntary income**								
	Planned Giving (excluding tax refunds)		10,894.77	500.00				**11,394.77**	234.61
	Other Planned Giving (no tax refunds)								
	Collections at all services	12,390.08	796.30					**13,186.38**	5,891.81
	All other giving	8,530.00	6,095.00					**14,625.00**	5,435.27
	Special Appeals			4,000.00		310.00		**4,310.00**	6,217.80
	Gift Aid recoverable	3,101.19	2,874.08	125.00		77.50		**6,177.77**	1,557.70
	Grants		12,000.00	10,000.00	221,228.47			**243,228.47**	1,698.12
	Legacies								14,482.57
		24,021.27	32,660.15	14,625.00	221,228.47	387.50		**292,922.39**	35,517.88
b	**Activities for generating funds**								
	Fund Raising Events								
c	**Investment income**								
	Interest on Bank Accounts				4,089.30			**4,089.30**	
					4,089.30			**4,089.30**	
d	**Income from Church Activities**								
	Activities for Youth		12,971.97					**12,971.97**	400.00
			12,971.97					**12,971.97**	400.00
e	**Other incoming resources**								
	Total incoming resources	24,021.27	45,632.12	14,625.00	225,317.77	387.50		**309,983.66**	35,917.88

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2025**	TOTAL FUNDS 2024
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies	12,575	18,085		**30,660**	20,653
	Home Missions & other Church Societies	6,750	5,936		**12,686**	12,871
		19,325	24,021		**43,346**	33,524
	Ministry costs:					
	Diocesan parish contribution	141,500			**141,500**	89,410
	Staff expenses	3,974			**3,974**	1,964
	Property Expenses	34,012			**34,012**	15,668
	Youth Pastor	45,610			**45,610**	24,296
	Church building costs:					
	Running expenses	15,029			**15,029**	12,369
	Major Repairs and Projects		35,292		**35,292**	5,838
	Maintenance		46,508		**46,508**	4,864
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	334			**334**	572
	Church activities:					
	Upkeep of services	10,988			**10,988**	6,252
	Director of Music and Musicians	22,672			**22,672**	20,965
	Youth Worker Expenses					
	Mission	1,631			**1,631**	1,237
	Training and education	4,665			**4,665**	254
	Bookstall and Chichester Magazine	1,324			**1,324**	343
	Activities for Youth	4,775	51,929		**56,704**	4,873
	Holiday Club	2,803			**2,803**	2,185
	Kidzone	142			**142**	
	Children's Activities	524			**524**	848
	Ladies' Meals	2,146			**2,146**	1,639
	Men's Breakfasts	1,620			**1,620**	1,443
	Other Church Activity Costs	2,415			**2,415**	4,427
	Tuesday Café	27			**27**	
	Catering	2,701			**2,701**	539
	Hardship Fund Payments Out		2,464		**2,464**	2,166

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2025**	TOTAL FUNDS 2024
		£	£	£	**£**	£
	Church administration:					
	Salaries	32,093			**32,093**	26,273
	Fees					
	Printing, stationery, photocopying	9,807			**9,807**	6,994
	Other administration expenses	2,699			**2,699**	2,201
	Office equipment	32			**32**	479
		362,848	160,214		**523,062**	271,623
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	36,898			**36,898**	36,263
	Maintenance	7,269			**7,269**	42,899
		44,167			**44,167**	79,162
c		407,015	160,214		**567,229**	350,785
d	**Governance costs**					
	Independent examination fee	1,140			**1,140**	1,104
	Cost of annual accounts					
		1,140			**1,140**	1,104
	Total resources expended	408,155	160,214		**568,369**	351,889

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Facilities Fund	Highmead Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2025**	TOTAL RESTRICTED FUNDS 2024
		£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**								
	Giving Envelopes and Forms								
b	**Fund-raising trading costs**								
	Miscellaneous								
c	**Church Activities**								
	Missionary and charitable giving:								
	Overseas:								
	- Missionary Societies	18,085.48						**18,085.48**	5,923.14
	- Relief and Development agencies								
	Home Missions & other Church Societies	5,935.79						**5,935.79**	3,630.87
	Secular Charities								
	Ministry Costs:								
	Youth Pastor								
	Youth Assistant								
	Activities for Youth		51,929.00					**51,929.00**	2,593.27
	Activity Costs:								
	Holiday Club								
	Oasis								
	Sunbeams & Tiddlywinks & Melody Makers								
	Hardship Fund Payments Out					2,463.50		**2,463.50**	2,165.94
	Mission								814.44
	Building Project Costs:								
	Maintenance Halls								36,611.10
	Debit Interest on Loans								
	Fees								
	Maintenance Church						46,508.16	**46,508.16**	4,863.96
	Major Repairs and Projects			15,291.59	20,000.00			**35,291.59**	5,837.85
	Grounds - Major Repairs and Projects								
		24,021.27	51,929.00	15,291.59	20,000.00	2,463.50	46,508.16	**160,213.52**	62,440.57
d	**Governance costs**								
	Independent examination fee								
	Cost of annual accounts								
	Total resources expended	24,021.27	51,929.00	15,291.59	20,000.00	2,463.50	46,508.16	**160,213.52**	62,440.57
	Net Movement of Funds		-6,296.88	-666.59	205,317.77	-2,076.00	-46,508.16	**149,770.14**	-26,522.69

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Pastor, a part time Assistant Youth Pastor (from May 25), a part time Parish Administrator, a part time Facilities Co-Ordinator, a part time Music director, a part time Caretaker, and a part time cleaner:

Staff Costs – Wages and Salaries £117,819 (£87,512 in 2024)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised.

Clergy are employed by the Diocese of Chichester. Clergy property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £5,725 in 2025 (£3,723 in 2024).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Miss Mandy Hanlon received £315 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 3 individuals: Council Tax £5,427.72, Environmental charges £610.13, Other (including Telephone and Travel) £925.31

5 Tangible fixed assets

Cost or valuation:	**Rider Hall**	**Youth Centre**	**9 Pendean**	**Equipment**	**Total**
As at 1 January 2025	325,000.00	115,000.00	500,000.00		**940,000.00**
Additions					
Disposals					
Revaluation					
At 31 December 2025	325,000.00	115,000.00	500,000.00		**940,000.00**
Depreciation					
As at 1 January 2025					
Provided in the year					
Disposals					
At 31 December 2025					
Net book amounts					
At 31 December 2025	**325,000.00**	**115,000.00**	**500,000.00**		**940,000.00**
At 31 December 2024	325,000.00	115,000.00	*500,000.00		940,000.00

** Inc 2024 revaluation*

Notes to the Financial Report

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2025 £**	Total Funds 2024 £
Fixed assets for church use	940,000.00	0.00		**940,000.00**	940,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	127,849.18	281,466.87		**409,316.05**	225,489.77
Cash at Bank and in Hand	56,756.21	0.00		**56,756.21**	93,701.99
Debtors	4,568.55	629.60		**5,198.15**	1,570.01
Creditors: amounts falling due within one year	-13,536.22	0.00		**-13,536.22**	-12,179.03
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	1,115,637.72	**282,096.47**	**0.00**	**1,397,734.19**	1,248,582.74

8 Debtors

	2025 £	2024 £
Gift Aid recoverable	**1,396.98**	1,160.46
Prepayments and accrued income	**2,851.92**	0.00
Other debtors	**949.25**	409.55
	5,198.15	1,570.01

9 Creditors

(i) Amounts falling due within one year

	2025 £	2024 £
Deferred income	**5,792.30**	0.00
Accruals for utilities and other costs	**3,516.75**	5,151.48
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**0.00**	0.00
Other creditors	**4,227.17**	7,027.55
	13,536.22	12,179.03

Notes to the Financial Report

(ii) Amounts falling due after one year

	2025	2024
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean the property was revalued to market rate in 2024 in order to repay an equity sharing loan. No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

10. Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 25					**31st Dec 25**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	1,092,499.53	403,482.34	-384,098.12	0.00	-10,000.00	**1,101,883.75**
Designated Funds:						
Repairs Fund	22,819.91	0.00	-17,412.58	0.00	0.00	**5,407.33**
Legacy Fund NEW	9,387.54	0.00	-2,327.67	0.00	0.00	**7,059.87**
Men's Ministry Fund	444.45	1,717.73	-1,620.08	0.00	0.00	**542.10**
Women's Ministry Fund	287.51	2,238.08	-2,146.54	0.00	0.00	**379.05**
Childrens Activities Fund	424.68	99.41	-524.09	0.00	0.00	**0.00**
Tuesday Café	392.79	0.00	-27.17	0.00	0.00	**365.62**
	1,126,256.41	407,537.56	-408,156.25	0.00	-10,000.00	**1,115,637.72**
Restricted Funds						
Mission & Charity Fund	0.00	24,021.27	-24,021.27	0.00	0.00	**0.00**
Upkeep Fund	113,214.75	0.00	-46,508.16	0.00	0.00	**66,706.59**
Youth Fund	1,347.11	45,632.12	-51,929.00	5,000.00	0.00	**50.23**
Facilities Fund	6,514.16	14,625.00	-15,291.59	0.00	0.00	**5,847.57**
Highmead Fund	0.00	225,317.77	-20,000.00	0.00	0.00	**205,317.77**
St A Hardship Fund	1,250.31	387.50	-2,463.50	5,000.00	0.00	**4,174.31**
	122,326.33	309,983.66	-160,213.52	10,000.00	0.00	**282,096.47**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	1,248,582.74	717,521.22	-568,369.77	10,000.00	-10,000.00	**1,397,734.19**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: The Fund is used to finance repairs to the church buildings, halls, housing and grounds and not covered by the Restricted Upkeep Fund. The fund now stands at £5,407. During 2025 the main expenditure was on vicarage works (£10.1k), Rider Hall Repairs and maintenance (£3.8k), Youth Centre repairs and maintenance (Inc Drainage works) (£3.4k) Total expenditure £17,412.

Legacy Fund We received no Unrestricted Legacies during 2025. This fund is to ensure any Unrestricted Legacies are used for specific projects to be determined, without being Restricted. During 2025 the expenditure was on updating the Prayer Room lighting (£0.4k) and purchasing a baptistry (Pool) (£1.9k)

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2025. The Children's Activities Fund was fully spent during the year, and the fund has a zero balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2025 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

Note the below values include separate values paid away from both the General Fund and from the Restricted Fund:

Mission and Charity Fund payments	General Fund	Restricted Funds	Total All Funds	
	2025	**2025**	**2025**	2024
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,125.00**	**657.61**	**2,782.61**	3,951.25
Off The Fence	**1,200.00**	**4,053.55**	**5,253.55**	7,419.62
Sam & Daniela Leighton - Neighbours & Nations YWAM	**2,100.00**		**2,100.00**	500.00
Befriended	**1,200.00**	**1,224.63**	**2,424.63**	500.00
Hope Building Confidence				500.00
A Rocha UK	**125.00**		**125.00**	
Overseas:				
Church Mission Society (CMS)	**2,125.00**	**270.84**	**2,395.84**	2,870.00
Bible Society				2,870.00
Tear Fund		**8,191.48**	**8,191.48**	4,502.20
Ushaaqallah Benefit Society				2,870.00
Centre for Urban Mission Nairobi (Amadet)	**3,000.00**	**1,088.42**	**4,088.42**	1,250.00
Hope House Haiti	**4,800.00**	**4,298.62**	**9,098.62**	2,000.00
Loiyangalani Trust	**2,650.00**	**4,236.12**	**6,886.12**	2,645.00
Ukraine Appeal				670.00
Open Doors				975.94
GRAND TOTAL	**19,325.00**	**24,021.27**	**43,346.27**	33,524.01

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund represents a legacy received in 2023 with an additional final amount added in 2024 and is for the upkeep of the church. Expenditure during the year amounted to £46,508.16, and the Fund Balance is £66,706.59. The PCC have allocated £30,000 of this remaining balance to go towards a future re-roofing project for the church. During 2025 the main expenditure was on replacing the church carpets (inc Link & offices) (£17.2k), new/upgraded church paths (£10.5k) plumbing/heating (£2.3k), sound/lighting system upgrades (£12.7k), church outside pressure washing (£2.2k remedial work on the roof (£0.8k)

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund was used in 2025 mainly for a planned mission trip. The PCC agreed a fund transfer of £5k from the general fund towards the mission trip. The remaining fund balance is £50.23.

Facilities Fund: This fund now holds a balance of £5,847.57, this is made up of £850 for Hall Decoration planned for Q1 2026 and the remainder set aside for small projects across the site. The main movements during the year were income of a grant towards the Youth Centre playground re-surfacing (£10k) and a donation towards the vicarage works (£4k), the fund paid out for the playground works (£10.3k) and the vicarage works (£4k).

Highmead Fund: This fund was set up in 2025 from monies received from The Highmead Christian Foundation (£221k) restricted for improvements and extensions to all the buildings and grounds (inc the Vicarage), plus Youth and Children's ministries and any residual expenditure of the foundation. A further £4k was added from interest received on the invested monies. £20k was used towards the vicarage works. The remaining Fund balance is £205,317.77.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2025 were £2,463.50 with offsetting income of £387.50, the PCC agreed a fund transfer of £5k from the general fund to top the fund up and the Fund stands at £4,174.31.

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill 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 PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2011 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

13.2.26

…… ……

K Gomes FCIE MAAT Date

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2025

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
16	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2025	FUNDS 2024
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	303,284	292,922		**596,206**	475,120
Trading Activities for generating funds	2b	55,102			**55,102**	53,556
Income from investments	2c	10,219	4,089		**14,308**	11,441
Church activities	2d1	10,017	12,972		**22,989**	7,745
Charitable Activities	2d2	4,915			**4,915**	2,804
Other incoming resources	2e	24,000			**24,000**	18,929
Total incoming resources		**407,537**	**309,983**		**717,520**	569,595
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	362,848	160,214		**523,062**	271,623
Other Trading Activities	3c2	44,167			**44,167**	79,162
Governance Costs	3d	1,140			**1,140**	1,104
Total resources expended		**408,155**	**160,214**		**568,369**	351,889
Net incoming/(outgoing) resources		**-618**	**149,769**		**149,151**	217,706
Transfers between Funds	10	-10,000	10,000			
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					-30,880
Gains/(losses) on investment assets	6					
Net movement in funds		**-10,618**	**159,769**		**149,151**	186,826
Total funds brought forward at 1 January 2025		1,126,256	122,327		**1,248,583**	1,061,757
Total funds carried forward at 31 December 2025		**1,115,638**	**282,096**		**1,397,734**	1,248,583

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2025	2024
			£	£
Fixed assets				
Tangible fixed assets	5		**940,000**	940,000
Investments	6			
Total fixed assets			**940,000**	940,000
Current assets				
Stock				
Short term deposits		**409,316**		225,490
Cash at bank and in hand		**56,756**		93,702
Debtors	8	**5,198**		1,570
		471,270		320,762
Creditors: amounts falling due within one year	9	**-13,536**		-12,179
Net current assets			**457,734**	308,583
Total assets less current liabilities			**1,397,734**	1,248,583
Creditors: amounts falling due after one year	9			
NET ASSETS	7		**1,397,734**	1,248,583
Funds	7			
Endowment funds	10			
Restricted funds	10		**282,096**	122,327
Unrestricted funds	10		**1,115,638**	1,126,256
			1,397,734	1,248,583

Approved by the Parochial Church Council on 15 / 1 / 2026 and signed on its behalf

Revd Will Kemp - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert/event hire has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2025 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2025	TOTAL FUNDS 2024
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	173,559	11,395		**184,954**	133,307
	Other Planned Giving (no tax refunds)	37,584			**37,584**	27,696
	Collections at all services	2,659	13,186		**15,845**	10,958
	All other giving	35,044	14,625		**49,669**	48,931
	Special Appeals		4,310		**4,310**	6,218
	Gift Aid recoverable	47,756	6,178		**53,934**	40,635
	Grants	6,682	243,228		**249,910**	192,893
	Legacies					14,482
		303,284	292,922		**596,206**	475,120
b	**Activities for generating funds**					
	Fund Raising Events	86			**86**	42
	Church Hire	6,904			**6,904**	7,181
	Halls Hire and Special Events in Halls	48,112			**48,112**	46,333
		55,102			**55,102**	53,556
c	**Investment income**					
	Interest on Bank Accounts	10,219	4,089		**14,308**	11,441
		10,219	4,089		**14,308**	11,441
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	1,916			**1,916**	217
	Activities for Youth	1,664	12,972		**14,636**	918
	Holiday Club	1,296			**1,296**	1,076
	Children's Activities	100			**100**	117
	Men's Breakfasts	1,718			**1,718**	1,369
	Other Church Activities	595			**595**	2,287
	Tuesday Café					81
	Women's Ministry	2,238			**2,238**	1,680
	Catering	465			**465**	
	Income from Parish Office	25			**25**	
		10,017	12,972		**22,989**	7,745
d2	Fees for weddings and funerals	4,915			**4,915**	2,804
e	**Other incoming resources**					
	Rental of 9 Pendean Property	24,000			**24,000**	18,929
		24,000			**24,000**	18,929
	Total incoming resources	407,537	309,983		**717,520**	569,595

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Facilities Fund	Highmead Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2025**	TOTAL RESTRICTED FUNDS 2024
		£	£	£	£	£	£	**£**	£
a	**Voluntary income**								
	Planned Giving (excluding tax refunds)		10,894.77	500.00				**11,394.77**	234.61
	Other Planned Giving (no tax refunds)								
	Collections at all services	12,390.08	796.30					**13,186.38**	5,891.81
	All other giving	8,530.00	6,095.00					**14,625.00**	5,435.27
	Special Appeals			4,000.00		310.00		**4,310.00**	6,217.80
	Gift Aid recoverable	3,101.19	2,874.08	125.00		77.50		**6,177.77**	1,557.70
	Grants		12,000.00	10,000.00	221,228.47			**243,228.47**	1,698.12
	Legacies								14,482.57
		24,021.27	32,660.15	14,625.00	221,228.47	387.50		**292,922.39**	35,517.88
b	**Activities for generating funds**								
	Fund Raising Events								
c	**Investment income**								
	Interest on Bank Accounts				4,089.30			**4,089.30**	
					4,089.30			**4,089.30**	
d	**Income from Church Activities**								
	Activities for Youth		12,971.97					**12,971.97**	400.00
			12,971.97					**12,971.97**	400.00
e	**Other incoming resources**								
	Total incoming resources	24,021.27	45,632.12	14,625.00	225,317.77	387.50		**309,983.66**	35,917.88

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2025**	TOTAL FUNDS 2024
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies	12,575	18,085		**30,660**	20,653
	Home Missions & other Church Societies	6,750	5,936		**12,686**	12,871
		19,325	24,021		**43,346**	33,524
	Ministry costs:					
	Diocesan parish contribution	141,500			**141,500**	89,410
	Staff expenses	3,974			**3,974**	1,964
	Property Expenses	34,012			**34,012**	15,668
	Youth Pastor	45,610			**45,610**	24,296
	Church building costs:					
	Running expenses	15,029			**15,029**	12,369
	Major Repairs and Projects		35,292		**35,292**	5,838
	Maintenance		46,508		**46,508**	4,864
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	334			**334**	572
	Church activities:					
	Upkeep of services	10,988			**10,988**	6,252
	Director of Music and Musicians	22,672			**22,672**	20,965
	Youth Worker Expenses					
	Mission	1,631			**1,631**	1,237
	Training and education	4,665			**4,665**	254
	Bookstall and Chichester Magazine	1,324			**1,324**	343
	Activities for Youth	4,775	51,929		**56,704**	4,873
	Holiday Club	2,803			**2,803**	2,185
	Kidzone	142			**142**	
	Children's Activities	524			**524**	848
	Ladies' Meals	2,146			**2,146**	1,639
	Men's Breakfasts	1,620			**1,620**	1,443
	Other Church Activity Costs	2,415			**2,415**	4,427
	Tuesday Café	27			**27**	
	Catering	2,701			**2,701**	539
	Hardship Fund Payments Out		2,464		**2,464**	2,166

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2025**	TOTAL FUNDS 2024
		£	£	£	**£**	£
	Church administration:					
	Salaries	32,093			**32,093**	26,273
	Fees					
	Printing, stationery, photocopying	9,807			**9,807**	6,994
	Other administration expenses	2,699			**2,699**	2,201
	Office equipment	32			**32**	479
		362,848	160,214		**523,062**	271,623
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	36,898			**36,898**	36,263
	Maintenance	7,269			**7,269**	42,899
		44,167			**44,167**	79,162
c		407,015	160,214		**567,229**	350,785
d	**Governance costs**					
	Independent examination fee	1,140			**1,140**	1,104
	Cost of annual accounts					
		1,140			**1,140**	1,104
	Total resources expended	408,155	160,214		**568,369**	351,889

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Facilities Fund	Highmead Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2025**	TOTAL RESTRICTED FUNDS 2024
		£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**								
	Giving Envelopes and Forms								
b	**Fund-raising trading costs**								
	Miscellaneous								
c	**Church Activities**								
	Missionary and charitable giving:								
	Overseas:								
	- Missionary Societies	18,085.48						**18,085.48**	5,923.14
	- Relief and Development agencies								
	Home Missions & other Church Societies	5,935.79						**5,935.79**	3,630.87
	Secular Charities								
	Ministry Costs:								
	Youth Pastor								
	Youth Assistant								
	Activities for Youth		51,929.00					**51,929.00**	2,593.27
	Activity Costs:								
	Holiday Club								
	Oasis								
	Sunbeams & Tiddlywinks & Melody Makers								
	Hardship Fund Payments Out					2,463.50		**2,463.50**	2,165.94
	Mission								814.44
	Building Project Costs:								
	Maintenance Halls								36,611.10
	Debit Interest on Loans								
	Fees								
	Maintenance Church						46,508.16	**46,508.16**	4,863.96
	Major Repairs and Projects			15,291.59	20,000.00			**35,291.59**	5,837.85
	Grounds - Major Repairs and Projects								
		24,021.27	51,929.00	15,291.59	20,000.00	2,463.50	46,508.16	**160,213.52**	62,440.57
d	**Governance costs**								
	Independent examination fee								
	Cost of annual accounts								
	Total resources expended	24,021.27	51,929.00	15,291.59	20,000.00	2,463.50	46,508.16	**160,213.52**	62,440.57
	Net Movement of Funds		-6,296.88	-666.59	205,317.77	-2,076.00	-46,508.16	**149,770.14**	-26,522.69

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Pastor, a part time Assistant Youth Pastor (from May 25), a part time Parish Administrator, a part time Facilities Co-Ordinator, a part time Music director, a part time Caretaker, and a part time cleaner:

Staff Costs – Wages and Salaries £117,819 (£87,512 in 2024)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised.

Clergy are employed by the Diocese of Chichester. Clergy property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £5,725 in 2025 (£3,723 in 2024).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Miss Mandy Hanlon received £315 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 3 individuals: Council Tax £5,427.72, Environmental charges £610.13, Other (including Telephone and Travel) £925.31

5 Tangible fixed assets

Cost or valuation:	**Rider Hall**	**Youth Centre**	**9 Pendean**	**Equipment**	**Total**
As at 1 January 2025	325,000.00	115,000.00	500,000.00		**940,000.00**
Additions					
Disposals					
Revaluation					
At 31 December 2025	325,000.00	115,000.00	500,000.00		**940,000.00**
Depreciation					
As at 1 January 2025					
Provided in the year					
Disposals					
At 31 December 2025					
Net book amounts					
At 31 December 2025	**325,000.00**	**115,000.00**	**500,000.00**		**940,000.00**
At 31 December 2024	325,000.00	115,000.00	*500,000.00		940,000.00

** Inc 2024 revaluation*

Notes to the Financial Report

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2025 £**	Total Funds 2024 £
Fixed assets for church use	940,000.00	0.00		**940,000.00**	940,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	127,849.18	281,466.87		**409,316.05**	225,489.77
Cash at Bank and in Hand	56,756.21	0.00		**56,756.21**	93,701.99
Debtors	4,568.55	629.60		**5,198.15**	1,570.01
Creditors: amounts falling due within one year	-13,536.22	0.00		**-13,536.22**	-12,179.03
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	1,115,637.72	**282,096.47**	**0.00**	**1,397,734.19**	1,248,582.74

8 Debtors

	2025 £	2024 £
Gift Aid recoverable	**1,396.98**	1,160.46
Prepayments and accrued income	**2,851.92**	0.00
Other debtors	**949.25**	409.55
	5,198.15	1,570.01

9 Creditors

(i) Amounts falling due within one year

	2025 £	2024 £
Deferred income	**5,792.30**	0.00
Accruals for utilities and other costs	**3,516.75**	5,151.48
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**0.00**	0.00
Other creditors	**4,227.17**	7,027.55
	13,536.22	12,179.03

Notes to the Financial Report

(ii) Amounts falling due after one year

	2025	2024
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean the property was revalued to market rate in 2024 in order to repay an equity sharing loan. No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

10. Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 25					**31st Dec 25**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	1,092,499.53	403,482.34	-384,098.12	0.00	-10,000.00	**1,101,883.75**
Designated Funds:						
Repairs Fund	22,819.91	0.00	-17,412.58	0.00	0.00	**5,407.33**
Legacy Fund NEW	9,387.54	0.00	-2,327.67	0.00	0.00	**7,059.87**
Men's Ministry Fund	444.45	1,717.73	-1,620.08	0.00	0.00	**542.10**
Women's Ministry Fund	287.51	2,238.08	-2,146.54	0.00	0.00	**379.05**
Childrens Activities Fund	424.68	99.41	-524.09	0.00	0.00	**0.00**
Tuesday Café	392.79	0.00	-27.17	0.00	0.00	**365.62**
	1,126,256.41	407,537.56	-408,156.25	0.00	-10,000.00	**1,115,637.72**
Restricted Funds						
Mission & Charity Fund	0.00	24,021.27	-24,021.27	0.00	0.00	**0.00**
Upkeep Fund	113,214.75	0.00	-46,508.16	0.00	0.00	**66,706.59**
Youth Fund	1,347.11	45,632.12	-51,929.00	5,000.00	0.00	**50.23**
Facilities Fund	6,514.16	14,625.00	-15,291.59	0.00	0.00	**5,847.57**
Highmead Fund	0.00	225,317.77	-20,000.00	0.00	0.00	**205,317.77**
St A Hardship Fund	1,250.31	387.50	-2,463.50	5,000.00	0.00	**4,174.31**
	122,326.33	309,983.66	-160,213.52	10,000.00	0.00	**282,096.47**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	1,248,582.74	717,521.22	-568,369.77	10,000.00	-10,000.00	**1,397,734.19**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: The Fund is used to finance repairs to the church buildings, halls, housing and grounds and not covered by the Restricted Upkeep Fund. The fund now stands at £5,407. During 2025 the main expenditure was on vicarage works (£10.1k), Rider Hall Repairs and maintenance (£3.8k), Youth Centre repairs and maintenance (Inc Drainage works) (£3.4k) Total expenditure £17,412.

Legacy Fund We received no Unrestricted Legacies during 2025. This fund is to ensure any Unrestricted Legacies are used for specific projects to be determined, without being Restricted. During 2025 the expenditure was on updating the Prayer Room lighting (£0.4k) and purchasing a baptistry (Pool) (£1.9k)

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2025. The Children's Activities Fund was fully spent during the year, and the fund has a zero balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2025 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

Note the below values include separate values paid away from both the General Fund and from the Restricted Fund:

Mission and Charity Fund payments	General Fund	Restricted Funds	Total All Funds	
	2025	**2025**	**2025**	2024
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,125.00**	**657.61**	**2,782.61**	3,951.25
Off The Fence	**1,200.00**	**4,053.55**	**5,253.55**	7,419.62
Sam & Daniela Leighton - Neighbours & Nations YWAM	**2,100.00**		**2,100.00**	500.00
Befriended	**1,200.00**	**1,224.63**	**2,424.63**	500.00
Hope Building Confidence				500.00
A Rocha UK	**125.00**		**125.00**	
Overseas:				
Church Mission Society (CMS)	**2,125.00**	**270.84**	**2,395.84**	2,870.00
Bible Society				2,870.00
Tear Fund		**8,191.48**	**8,191.48**	4,502.20
Ushaaqallah Benefit Society				2,870.00
Centre for Urban Mission Nairobi (Amadet)	**3,000.00**	**1,088.42**	**4,088.42**	1,250.00
Hope House Haiti	**4,800.00**	**4,298.62**	**9,098.62**	2,000.00
Loiyangalani Trust	**2,650.00**	**4,236.12**	**6,886.12**	2,645.00
Ukraine Appeal				670.00
Open Doors				975.94
GRAND TOTAL	**19,325.00**	**24,021.27**	**43,346.27**	33,524.01

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund represents a legacy received in 2023 with an additional final amount added in 2024 and is for the upkeep of the church. Expenditure during the year amounted to £46,508.16, and the Fund Balance is £66,706.59. The PCC have allocated £30,000 of this remaining balance to go towards a future re-roofing project for the church. During 2025 the main expenditure was on replacing the church carpets (inc Link & offices) (£17.2k), new/upgraded church paths (£10.5k) plumbing/heating (£2.3k), sound/lighting system upgrades (£12.7k), church outside pressure washing (£2.2k remedial work on the roof (£0.8k)

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund was used in 2025 mainly for a planned mission trip. The PCC agreed a fund transfer of £5k from the general fund towards the mission trip. The remaining fund balance is £50.23.

Facilities Fund: This fund now holds a balance of £5,847.57, this is made up of £850 for Hall Decoration planned for Q1 2026 and the remainder set aside for small projects across the site. The main movements during the year were income of a grant towards the Youth Centre playground re-surfacing (£10k) and a donation towards the vicarage works (£4k), the fund paid out for the playground works (£10.3k) and the vicarage works (£4k).

Highmead Fund: This fund was set up in 2025 from monies received from The Highmead Christian Foundation (£221k) restricted for improvements and extensions to all the buildings and grounds (inc the Vicarage), plus Youth and Children's ministries and any residual expenditure of the foundation. A further £4k was added from interest received on the invested monies. £20k was used towards the vicarage works. The remaining Fund balance is £205,317.77.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2025 were £2,463.50 with offsetting income of £387.50, the PCC agreed a fund transfer of £5k from the general fund to top the fund up and the Fund stands at £4,174.31.

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill 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 PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2011 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

13.2.26

…… ……

K Gomes FCIE MAAT Date

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2024

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd William Kemp, The Parish Office, 2a Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Independent Examiners Ltd, Unit 2, The Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council (PCC) in 2024.

Ministry Report for St Andrew's Church Burgess Hill, 2024

The Blend
St Andrew's and The Point came together on Palm Sunday, 24 March 2024 in one new "blended church family" to form one larger, stronger church. Will Kemp was licensed as Priest-in Charge and Felicity Davies was (re)licensed as Associate Vicar (having been Priest-in-Charge since September 2023) by Rt Revd Ruth Bushyager, the Bishop of Horsham. We are hugely grateful for all that Felicity has given to St Andrew's over the last nine months.

We give thanks for all that was achieved during the interregnum and especially to churchwardens, Amanda Hanlon and Celia Davies, who carried the weight of the responsibility during this period.

The new blended St Andrew's has flourished. Sunday worship has been re-energised (both 9am Holy Communion, 11am informal worship and 6pm monthly evening service 'The Six'), resulting in significant growth in our ministry with children and young people.

Six Vision Nights also took place fortnightly between April and June (attended by about 60 people). Two Alpha Courses took place in 2024, attended by a total of 35 people.

In 2024, St Andrew's conducted 2 weddings, 5 funerals, 12 baptisms and 8 confirmations.

Safeguarding
Sue Griffiths is now established as the Parish Safeguarding Officer (PSO) and produces a safeguarding report for each PCC meeting. We are very grateful for her leadership in this area. Sue works as a safeguarding lead in a special school in Burgess Hill and has over 20 years' experience.

Mission/Charitable Giving
We have supported a number of mission initiatives at our Sunday services throughout the year, including: Ukraine Appeal, Loiyangalani Trust, The Haven 25th Anniversary, Watoto Ugandan Children's Choir, Open Doors, Tearfund, our Youth Mission trip to France in August 2024. We also raised over £3,000 for Off The Fence at Christmas.

October Gift Day
Following a well-attended prayer week, the response to the Gift Day Appeal was hugely encouraging. Over 90 "households" responded to the appeal. We raised over £35,000 in one-off gifts and over £1,000 per month in regular giving, exceeding both our goals. This response demonstrates a strong sense of unity as one new blended church around the vision that God has given us, focussing on mission: reaching out to our local community, especially young people, and working to make St Andrew's more and more a hub/resource/centre for our local community.

Remembrance Sunday (10 November)
This combined service at 10am brought the whole church together for a very moving service of not just remembrance but also hope. It was an excellent opportunity to bring the church family together, as well as to welcome guests who do not normally attend St Andrew's and share the good news of Jesus.

Baptism and Confirmation Service (Sunday 24 November)
Bishop Nick Holtham led a baptism service on Sunday 24 November. This was a wonderful celebration of all that God is doing amongst us, especially among our young people.

Christmas 2024
The first Christmas since the blend went well. It was wonderful to see the church completely packed with nearly 350 people for our evening Carol Service on Sunday 22 December. Many people from the parish

attended, having received our Christmas card/flyer, which was delivered to all 5,500 homes. The events included the Family Support Work (FSW) Toy Appeal Advent Service, Carols in the Pub at the Woolpack, the 11am Christmas performance, 9am Carol Service, Blue Christmas Service, the Crib Service, Midnight Communion, and Christmas Day Celebration.

We also welcomed our local schools – Oak Tree (formerly Manor Field School), Birchwood Grove and Burgess Hill Girls – on six different occasions for Nativity/Carol Services/Concerts.

Men's and Women's Ministry
Men's and Women's breakfasts continued on Saturday mornings throughout the year. These are excellent occasions which have brought people together, strengthening relationships in the new blended church family, sharing faith and welcoming newcomers/those from outside the church. Women's ministry held a Christmas Dinner at the Hassocks Hotel and the Men's ministry held a Curry Night in the Rider Hall.

Nursing Home Services
There have been regular services of Holy Communion, as well as seasonal services of Songs of Praise or Christmas Carols, in six local residential and nursing homes.

Children's Ministry (Lucy Marsh, Young Families and Children's Pastor)
Sundays at St. Andrew's (11am service)

- Baby Zone, for infants up to a year old, welcomes **three to four** little ones.
- Preschool, which meets in the Rider Hall, typically hosts **five** children.
- Primary age children (4 to 11 years old) meet in the Rider Hall, with an **average of 17** participating. Children engage in worship, prayer, a Bible lesson (with related activities and discussion) and craft. Biblical literacy is a strong emphasis, as is expansion of prayer life.
- The new divider in the Rider Hall works exceptionally well in providing two separate spaces with soundproofing. It has allowed the Preschool group to meet in a larger and safer space.

Tuesdays at St. Andrew's

- Tots & Tunes is the carers/babies/toddlers group which meets at the back of the church during term time, 9am–11am. This group has grown significantly from an average of five mothers/carers and their children to an average of 12 to 14 mothers/carers and their little ones.

Local schools

- Assemblies and lessons at Easter for KS1 and KS2 at Oak Tree and London Mead schools
- Visits to St. Andrew's Preschool for Christmas and Easter

Special events

- Holy Week Prayer Space and Easter Egg Hunt (estimated 200 children and adults on Holy Saturday)
- Football Camp (in partnership with Ambassadors Football UK) and Holiday Club in August (60 children involved)
- "The Big Weekend" 4–6 October with special guest Sarah Steel, the children's pastor at Holy Trinity, Hurstpierpoint
- Light Party on 31 October (47 children)
- Crib Service on Christmas Eve

Youth Ministry (Dean Gargano, Youth Pastor)
The ten months since St Andrew's and the Point came together as one church have seen extraordinary growth among the youth – growth in terms of their spiritual maturity, their strength of faith and their hunger for drawing ever closer to Jesus in their daily lives. The spillover from this has been twofold: our youth are increasingly bold in proclaiming the gospel in their schools, their families and their friendship

groups; and young people from outside our church are drawn to our youth as evidenced by the growth in numbers.

In autumn 2022 there were a total of 48 youth registered at The Point Church. By the beginning of 2024 this had risen to around 60. With the blend, five youth from St Andrew's were added to that number, and as at December 2024 the total number now registered at St Andrew's youth stands at **71**. Of those, **60 regularly attend** our Sunday or midweek youth sessions or both.

Pastoral care and safeguarding:
This growth in numbers also brings with it other demands on resources, specifically:

- An increase in the number of people with additional needs among the youth
- An increasing number of pastoral and safeguarding issues

Of the **71 youth currently registered** at St Andrew's, **23 have additional health or other needs or ongoing pastoral issues** that our youth team is involved in supporting to varying degrees.

Schools' ministry
Since September 2024, Dean has led the Hub team of local church youth workers. Over the ten months since the blend, Dean has continued to work closely with three secondary schools (St Paul's Catholic College, Burgess Hill Academy, Downlands School). Much of this is in conjunction with Hub team.

Mission trip to France 2024:
In summer 2024 we took 14 youth, with 4 leaders, on a short-term mission trip with Youth With A Mission (YWAM) to the south west of France, where we supported the ministry of a missionary family there who work with World Horizons.

Structure, Governance, and Management

To support the church's ministries, St Andrew's has teams responsible for various aspects of administration and management. These are the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP), and the Standing Committee.

Parochial Church Council
Revd Will Kemp (Chair) – Priest-in-Charge – from April 2024
Revd Felicity Davies – stood down September 2024
Celia Davis – Churchwarden and Deanery Synod – stood down from PCC December 2024 & Deanery Synod July 2024
Amanda Hanlon – Churchwarden and Deanery Synod – stood down from Deanery Synod May 2024
Mandy Anstee – acting Churchwarden from December 2024
Ian Porter – Parish Treasurer
Andy Sherlock – Fabrics Manager
Sheila Smith – Secretary until May 2024 and Deanery Synod
James Allen – Secretary and Head of Operations from May 2024
Linda Porter – Parish Safeguarding Officer – to April 2024 - Deputy Safeguarding Officer – from May 2024
Sue Gumbrell – Deanery Synod
Margaret Kay – Deanery Synod – from May 2024
Sheila Broom – stood down May 24
Janet Davies
Nicola Duckworth
Nicola Reuter-Sinclair
Steve Watson
Jean Cooke – from May 2024
Faith Fallon – from May 2024
Andy Gilbard – from May 2024
Ruth Sanders – from May 2024
Dale Marklew – from May 2024

Finance and General Purposes Committee
Vicar/Priest-in-Charge
Churchwardens
Parish Treasurer
Fabrics Manager
Head of Operations

Standing Committee
Vicar/Priest-in-Charge
Churchwardens
Parish Treasurer
Head of Operations

Electoral Roll
At the Annual Parochial Church Meeting in May 2024 there were 156 on the church electoral roll.

Revd Will Kemp (Chair – Priest-in-Charge)

Financial Review

Support for Mission in the UK and Abroad

St Andrew's Church maintained its practice of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are detailed below. These include sums raised on special collection Sundays, giving from church funds and individual ad-hoc donations.

	General Fund	Restricted Funds	Total All Funds	
	2024	**2024**	**2024**	2023
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,870.00**	**1,081.25**	**3,951.25**	31.25
Off The Fence	**4,870.00**	**2,549.62**	**7,419.62**	815.21
Acts 435				62.50
Sam & Daniela Leighton - Neighbours & Nations YWAM	**500.00**		**500.00**	
Befriended	**500.00**		**500.00**	
Hope Building Confidence	**500.00**		**500.00**	
Overseas:				
Church Mission Society (CMS)	**2,870.00**		**2,870.00**	651.82
Bible Society	**2,870.00**		**2,870.00**	467.87
Tearfund	**2,870.00**	**1,632.20**	**4,502.20**	484.04
Ushaaqallah Benefit Society	**2,870.00**		**2,870.00**	596.55
Centre for Urban Mission Nairobi (Amadet)	**1,250.00**		**1,250.00**	
Hope House Haiti	**2,000.00**		**2,000.00**	
Loiyangalani Trust		**2,645.00**	**2,645.00**	
Ukraine Appeal		**670.00**	**670.00**	
Open Doors		**975.94**	**975.94**	
GRAND TOTAL	**23,970.00**	**9,554.01**	**33,524.01**	3,109.24

The PCC is most thankful for the continuing financial support of the St Andrew's congregation.

From April 2024, following a decision made on 14 November 2023 (as noted in the 2023 accounts), The Point Church (registered charity 1147721) began to wind down its activities and transfer their operations and commitments to St Andrew's Church (registered charity 1131284). The accounts in 2024 reflect the gradual joining of these activities and operations. Any income and costs incurred by The Point during 2024 will be reported separately by them.

During the decision-making process, the finances of both charities were scrutinised and a joint forecast and budget was prepared. The results of joining these charities was monitored closely during the year and it exceeded the expectations in the joint budget. It should be noted that donations gradually increased throughout the year as individuals moved their giving over to St Andrew's; also it should be noted that the additional parish share was paid by St Andrew's from August 2024, being previously paid by The Point Church.

Voluntary Income total overall in 2024 was £211k higher than 2023 (£475k 2024 / £264k 2023), due to two main factors: a £191.2k grant from Highmead Christian Foundation (further details below); and the gradual moving of monthly donations across from The Point Church to St Andrew's Church. It should be noted that

2023 included a one-off legacy income of £140k. Planned giving was slightly above forecast. Hall income showed a small increase. This, along with cost savings on 9 Pendean, higher investment interest income and reduced vicarage & vicar costs during the transition year of the blend, meant the overall result for 2024 was a surplus.

The total net result across all funds for the financial year of 2024 was a surplus of £217,706 (surplus of £126,180 in 2023).

This can be broken down as: £258,115 surplus from the unrestricted funds (excluding designated funds), so our day-to-day fund; £13,887 deficit from the designated funds (as we spend money previously set aside for expected costs); and £26,522 deficit from the restricted funds (as we spend funds mainly from the Upkeep Fund).

The main movements on the designated funds resulting in the £13,887 deficit were: a gas heater replacement and a gas heater repair in the Rider Hall, other hall repairs, vicarage decoration, and costs towards new curtains and carpets, together totalling £12.2k from the Repairs Fund; and £1k from the Legacy Fund on furnishings for the Prayer Room.

The main movements on the restricted funds resulting in the £26,522 deficit were: £14k additional legacy settlement received for the Upkeep Fund; offset by costs on the same fund of £41k covering planned remedial work on the Rider Hall roof, creating a sliding partition, replacing the commercial dishwasher in the Rider Hall kitchen, and clearing and painting the church high-level gutters.

Details of the individual movements for both designated and restricted funds can be found in the financial statements.

The total incoming resources for the unrestricted funds were £533,677 (£204,784 in 2023), an increase of £328,893. Of this, £191.2k came from a grant from Highmead Christian Foundation to buy out the Church Commissioners' equity loan on 9 Pendean (a property owned by the PCC); a further £138.5k increase came from giving (including Gift Aid) mainly due to the blend; and a £4.4k increase in income came from investments (as interest rates have risen and the upkeep legacy was invested and will remain invested until spent).

The voluntary income to the restricted funds was £35,518 (£143,152 in 2023 but included the £140k Legacy for church upkeep). This included £9.5k of Away Giving collections (Missions & Charity Fund), including Gift Aid; £14.5k remaining balance due to us for the upkeep legacy; £3.9k of Youth Fund income, and £7.7k of Facilities Fund income, some of which was a transfer from The Point.

Gift Aid continues to be recovered on all donations where applicable. Tax recovered by way of Gift Aid for 2024 was £40,635 (£20,395 in 2023), the increase explained by the gradual transfer of planned giving from The Point to St Andrew's. The Small Donations Gift Aid allowance is also claimed where possible for cash collections and electronic card donations payments where applicable.

The largest expenditure of the PCC was the sum of £89,410 (£65,717 in 2023) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the incumbent and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. In 2024 following a full review of the expected budget, an agreement was reached with the Diocese to pay in full the pledged amount for a 50% Priest-in-Charge to September 2024 and then an Associate Vicar cost for the remainder of the year (total £55,475); this was from the St Andrew's part of the pledge. The Point Church paid a full pledge for a Vicar (£81,445) payable by 12 monthly costs; this cost was paid by St Andrew's from August 2024 (total paid for this part by St Andrew's £33,935), a combined St Andrew's total of £89,410. In 2025 the pledge total is £141,500 covering a Vicar and Associate Vicar costs.

The second largest item of expenditure in 2024 was the overall contracted staff costs of £87,512 (£63,723 for 2023). As at 31 December, the PCC employed a full-time Youth Pastor (from April 2024), a part-time Parish Administrator, a part-time Facilities Co-ordinator (from August 2024), a part-time Music Director (from April 2024), a part-time Worship Pastor, a part-time Caretaker, and a part-time Cleaner (a total full-time paid staff equivalent head count of 3.5). We also have a full-time Young Families and Children's Pastor and an Operations Manager, both of whom are self-funded. Additionally, vergers were paid for weddings & funerals, and an organist for services on an ad-hoc basis.

Property expenses of £15,668 in 2024 (£12,320 in 2023) included some repairs and letting fees payable for 9 Pendean and vicarage decoration costs etc.

The PCC paid away £33,524 (£3,109 in 2023) in missionary and charitable giving. The total amount for 2024 was monies taken at special collections, money from church funds and individual ad-hoc donations for the charities supported by the church. Last year the PCC pledged to return to paying away (tithing) at least 10% of its giving income (including Gift Aid but excluding grants and legacies). Giving income totalled £267,745, and £33,524 was paid away, representing 12.52% of giving income.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets) that equates to approximately three months' worth of unrestricted payments, as contingency against unforeseen situations. The general, unrestricted, cash reserve at 31 December 2024 was £152,499 (£85,579 in 2023). This is sufficient to cover three months of unrestricted payments, which averaged £66,906 for 2024 (excluding expenditure from designated funds). We expect to have sufficient cash flow to continue to pay bills as they fall due.

Details of the balances and purposes of the various designated and restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits, to maximise interest while protecting the sums involved, or in low-risk funds. For deposit accounts not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2024 the PCC held fund accounts with the CCLA CBF Church of England Deposit Fund (Fitch Credit Quality rating and Fund Market risk Sensitivity rating 'AAAf'/'S1') and the Mansfield Building Society, in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Ian Porter (Treasurer)

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2024

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2024	FUNDS 2023
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	439,602	35,518		**475,120**	264,585
Trading Activities for generating funds	2b	53,556			**53,556**	51,692
Income from investments	2c	11,441			**11,441**	7,079
Church activities	2d1	7,345	400		**7,745**	2,039
Charitable Activities	2d2	2,804			**2,804**	3,118
Other incoming resources	2e	18,929			**18,929**	19,423
Total incoming resources		**533,677**	**35,918**		**569,595**	347,936
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	245,794	25,829		**271,623**	174,810
Other Trading Activities	3c2	42,551	36,611		**79,162**	45,896
Governance Costs	3d	1,104			**1,104**	1,050
Total resources expended		**289,449**	**62,440**		**351,889**	221,756
Net incoming/(outgoing) resources		**244,228**	**-26,522**		**217,706**	126,180
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5	**-30,880**			**-30,880**	
Gains/(losses) on investment assets	6					
Net movement in funds		**213,348**	**-26,522**		**186,826**	126,180
Total funds brought forward at 1 January 2024		912,908	148,849		**1,061,757**	935,577
Total funds carried forward at 31 December 2024		**1,126,256**	**122,327**		**1,248,583**	1,061,757

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2024	2023
			£	£
Fixed assets				
Tangible fixed assets	5		**940,000**	990,000
Investments	6			
Total fixed assets			**940,000**	990,000
Current assets	7			
Stock				
Short term deposits		**225,490**		214,477
Cash at bank and in hand		**93,702**		73,172
Debtors	8	**1,570**		2,243
		320,762		289,892
Creditors: amounts falling due within one year	9	**-12,179**		-218,135
Net current assets			**308,583**	71,757
Total assets less current liabilities			**1,248,583**	1,061,757
Creditors: amounts falling due after one year	9			
NET ASSETS			**1,248,583**	1,061,757
Funds	7			
Endowment funds	10			
Restricted funds	10		**122,327**	148,849
Unrestricted funds	10		**1,126,256**	912,908
			1,248,583	1,061,757

Approved by the Parochial Church Council on 16 / 2 / 2025 and signed on its behalf

Revd Will Kemp - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2024 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	133,072	235		**133,307**	70,053
	Other Planned Giving (no tax refunds)	27,696			**27,696**	8,056
	Collections at all services	5,066	5,892		**10,958**	9,738
	All other giving	43,496	5,435		**48,931**	4,827
	Special Appeals		6,218		**6,218**	
	Gift Aid recoverable	39,077	1,558		**40,635**	20,395
	Grants	191,195	1,698		**192,893**	2,500
	Legacies		14,482		**14,482**	149,016
		439,602	35,518		**475,120**	264,585
b	**Activities for generating funds**					
	Fund Raising Events	42			**42**	221
	Church Hire	7,181			**7,181**	7,264
	Halls Hire and Special Events in Halls	46,333			**46,333**	44,207
		53,556			**53,556**	51,692
c	**Investment income**					
	Interest on Bank Accounts	11,441			**11,441**	7,079
		11,441			**11,441**	7,079
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	217			**217**	271
	Activities for Youth	518	400		**918**	617
	The Venue					59
	Holiday Club	1,076			**1,076**	460
	Children's Activities	117			**117**	154
	Men's Breakfasts	1,369			**1,369**	144
	Bereavement Support Group					
	Other Church Activities	2,287			**2,287**	
	Tuesday Café	81			**81**	142
	Women's Minisrty	1,680			**1,680**	
	Catering					
	Income from Parish Office					192
		7,345	400		**7,745**	2,039
d2	Fees for weddings and funerals	2,804			**2,804**	3,118
e	**Other incoming resources**					
	Rental of 9 Pendean Property	18,929			**18,929**	19,423
		18,929			**18,929**	19,423
	Total incoming resources	533,677	35,918		**569,595**	347,936

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2024**	TOTAL RESTRICTED FUNDS 2023
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)		234.61						**234.61**	
	Other Planned Giving (no tax refunds)									
	Collections at all services	5,864.81	27.00						**5,891.81**	2,335.26
	All other giving	2,222.00	3,213.27						**5,435.27**	240.00
	Special Appeals				6,017.80		200.00		**6,217.80**	
	Gift Aid recoverable	1,467.20	65.50				25.00		**1,557.70**	576.48
	Grants				1,698.12				**1,698.12**	
	Legacies							14,482.57	**14,482.57**	140,000.00
		9,554.01	3,540.38		7,715.92		225.00	14,482.57	**35,517.88**	143,151.74
b	**Activities for generating funds**									
	Fund Raising Events									
c	**Investment income**									
	Interest on Bank Accounts									
d	**Income from Church Activities**									
	Activities for Youth		400.00						**400.00**	
			400.00						**400.00**	
e	**Other incoming resources**									
	Total incoming resources	9,554.01	3,940.38		7,715.92		225.00	14,482.57	**35,917.88**	143,151.74

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	£	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies	14,730	5,923		**20,653**	2,200
	- Relief and Development agencies					
	Home Missions & other Church Societies	9,240	3,631		**12,871**	909
	Secular Charities					
		23,970	9,554		**33,524**	3,109
	Ministry costs:					
	Diocesan parish contribution	89,410			**89,410**	65,717
	Deanery Levy					
	Staff expenses	1,964			**1,964**	766
	Property Expenses	15,668			**15,668**	12,320
	Youth Pastor	24,296			**24,296**	28,963
	Youth Assistant					
	Church building costs:					
	Running expenses	12,369			**12,369**	14,528
	Major Repairs and Projects		5,838		**5,838**	1,039
	Maintenance		4,864		**4,864**	8,516
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	572			**572**	534
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	6,252			**6,252**	7,013
	Director of Music and Musicians	20,965			**20,965**	5,484
	Youth Worker Expenses					
	Mission	423	814		**1,237**	644
	Training and education	254			**254**	178
	Bookstall and Chichester Magazine	343			**343**	315
	Activities for Youth	2,280	2,593		**4,873**	1,549

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	**£**	£
	Holiday Club	2,185			**2,185**	1,292
	Kidzone					
	Children's Activities	848			**848**	130
	Ladies' Meals	1,639			**1,639**	
	Men's Breakfasts	1,443			**1,443**	284
	Bereavement Support Group					
	Other Church Activity Costs	4,427			**4,427**	13
	Tuesday Café					
	Café Catering					
	Catering	539			**539**	248
	Hardship Fund Payments Out		2,166		**2,166**	
	Church administration:					
	Salaries	26,273			**26,273**	17,670
	Fees					
	Printing, stationery, photocopying	6,994			**6,994**	3,070
	Other administration expenses	2,201			**2,201**	1,368
	Office equipment	479			**479**	60
		245,794	25,829		**271,623**	174,810
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	36,263			**36,263**	39,969
	Maintenance	6,288	36,611		**42,899**	5,927
		42,551	36,611		**79,162**	45,896
		288,345	62,440		**350,785**	220,706
d	**Governance costs**					
	Independent examination fee	1,104			**1,104**	1,050
	Cost of annual accounts					
		1,104			**1,104**	1,050
	Total resources expended	289,449	62,440		**351,889**	221,756

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2024**	TOTAL RESTRICTED FUNDS 2023
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	5,923.14							**5,923.14**	2,200.28
	- Relief and Development agencies									
	Home Missions & other Church Societies	3,630.87							**3,630.87**	908.96
	Secular Charities									
	Ministry Costs:									
	Youth Pastor									28,949.64
	Youth Assistant									
	Activities for Youth		2,593.27						**2,593.27**	
	Activity Costs:									
	Holiday Club									
	Oasis									
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						2,165.94		**2,165.94**	
	Mission					814.44			**814.44**	299.99
	Building Project Costs:									
	Maintenance Halls			207.24				36,403.86	**36,611.10**	
	Debit Interest on Loans									
	Fees									
	Maintenance Church							4,863.96	**4,863.96**	
	Major Repairs and Projects			3,017.73	2,820.12				**5,837.85**	1,038.99
	Building Costs - Grounds									
		9,554.01	2,593.27	3,224.97	2,820.12	814.44	2,165.94	41,267.82	**62,440.57**	33,397.86
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	9,554.01	2,593.27	3,224.97	2,820.12	814.44	2,165.94	41,267.82	**62,440.57**	33,397.86
	Net Movement of Funds		1,347.11	-3,224.97	4,895.80	-814.44	-1,940.94	-26,785.25	**-26,522.69**	109,753.88

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Pastor (from Apr 24), a part time Parish Administrator, a part time Facilities Co-Ordinator (from Aug 24), a part time Music director (from Apr 24), a part time Worship Pastor, a part time Caretaker, and a part time cleaner:

Staff Costs – Wages and Salaries £87,512 (£63,723 in 2023)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £3,723 in 2024 (£870 during 2023).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Miss Mandy Hanlon received £135 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £625.60, Environmental charges -£56.42, Other (including Telephone and Travel) £885.82

Notes to the Financial Report

5 Tangible fixed assets

Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
As at 1 January 2024	325,000.00	115,000.00	550,000.00		**990,000.00**
Additions					
Disposals					
Revaluation			-50,000.00		**-50,000.00**
At 31 December 2024	325,000.00	115,000.00	500,000.00		**940,000.00**
Depreciation					
As at 1 January 2024					
Provided in the year					
Disposals					
At 31 December 2024					
Net book amounts					
At 31 December 2024	**325,000.00**	**115,000.00**	**500,000.00**		**940,000.00**
At 31 December 2023	325,000.00	115,000.00	550,000.00		990,000.00

The property at 9 Pendean was revalued from £550,000 to £500,000 during 2024 (based on independent market valuations and verified by the Church Commissioners) in preparation for the repayment of the equity loan on the property during 2024. The equity loan from the Church Commissioners was correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2024 was £210,314.50 (38.239% of property value), revalution amount -£19,119.50, repayment loan value £191,195. The loan was repaid in full in April 2024. Net revaluation amount - (£50,000.00 – £19,119.50) was -£30,880.50. The Church Commissioners equity loan repayment was funded by a grant from Highmead Christian Trust.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2024 £**	Total Funds 2023 £
Fixed assets for church use	940,000.00	0.00		**940,000.00**	990,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	103,582.18	121,907.59		**225,489.77**	214,476.86
Cash at Bank and in Hand	93,701.99	0.00		**93,701.99**	73,171.92
Debtors	1,151.27	418.74		**1,570.01**	2,243.15
Creditors: amounts falling due within one year	-12,179.03	0.00		**-12,179.03**	-218,014.99
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	1,126,256.41	**122,326.33**	**0.00**	**1,248,582.74**	1,061,876.94

Notes to the Financial Report

8 Debtors

	2024	2023
	£	£
Gift Aid recoverable	**1,160.46**	1,514.17
Prepayments and accrued income	**0.00**	0.00
Other debtors	**409.55**	728.98
	1,570.01	2,243.15

9 Creditors

(i) Amounts falling due within one year

	2024	2023
	£	£
Deferred income	**0.00**	0.00
Accruals for utilities and other costs	**5,151.48**	4,834.75
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**0.00**	210,314.50
Other creditors	**7,027.55**	2,865.74
	12,179.03	218,014.99

See Note 5 above The 9 Pendean Equity Sharing Loan was repaid in full in April 2024.

(ii) Amounts falling due after one year

	2024	2023
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there was an equity sharing loan with the Church Commissioners under which they held 38.239% of the equity. This loan was repaid during 2024 reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2024 in order to repay the equity sharing loan. No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

Summary of all funds

	Bal b/fwd 1st Jan 24	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd 31st Dec 24**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	865,264.52	530,429.50	-272,313.99	-30,880.50	0.00	**1,092,499.53**
Designated Funds:						
Repairs Fund	34,988.53	0.00	-12,168.62	0.00	0.00	**22,819.91**
Legacy Fund NEW	10,422.93	0.00	-1,035.39	0.00	0.00	**9,387.54**
Men's Ministry Fund	518.61	1,369.05	-1,443.21	0.00	0.00	**444.45**
Women's Ministry Fund	246.80	1,680.00	-1,639.29	0.00	0.00	**287.51**
Childrens Activities Fund	1,155.19	117.22	-847.73	0.00	0.00	**424.68**
Tuesday Café	311.34	81.45	0.00	0.00	0.00	**392.79**
Youth Pastor Leader Fund	0.00			0.00	0.00	**0.00**
	912,907.92	533,677.22	-289,448.23	-30,880.50	0.00	**1,126,256.41**
Restricted Funds						
Mission & Charity Fund	0.00	9,554.01	-9,554.01	0.00	0.00	**0.00**
Upkeep Fund	140,000.00	14,482.57	-41,267.82	0.00	0.00	**113,214.75**
Youth Fund	0.00	3,940.38	-2,593.27	0.00	0.00	**1,347.11**
Reordering Fund	3,224.97	0.00	-3,224.97	0.00	0.00	**0.00**
Facilities Fund	1,618.36	7,715.92	-2,820.12	0.00	0.00	**6,514.16**
Church Activities R Fund	814.44	0.00	-814.44	0.00	0.00	**0.00**
St A Hardship Fund	3,191.25	225.00	-2,165.94	0.00	0.00	**1,250.31**
	148,849.02	35,917.88	-62,440.57	0.00	0.00	**122,326.33**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	1,061,756.94	569,595.10	-351,888.80	-30,880.50	0.00	**1,248,582.74**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: The Fund is used to finance repairs to the church buildings, halls, housing and grounds and not covered by the Restricted Upkeep Fund. The fund now stands at £22,820. During 2024 the main expenditure was on replacing one Gas Heater and repairing a second one in the Rider Hall, new blinds for both the Rider Hall & the Youth Centre, and decoration and curtains in the vicarage. Total expenditure £12,169.

Legacy Fund We received no Unrestricted Legacies during 2024. This fund is to ensure any Unrestricted Legacies are used for specific projects to be determined, without being Restricted. £826 was spent on updating the Prayer Room and £209 on a library for use by Alpha.

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2024. The Children's Activities Fund was fully spent during the year, and the fund has a zero balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2024 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

Note the below values include separate values paid away from both the General Fund and from the Restricted Fund:

	General Fund	Restricted Funds	Total All Funds	
	2024	**2024**	**2024**	2023
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,870.00**	**1,081.25**	**3,951.25**	31.25
Off The Fence	**4,870.00**	**2,549.62**	**7,419.62**	815.21
Acts 435				62.50
Sam & Daniela Leighton - Neighbours & Nations YWAM	**500.00**		**500.00**	
Befriended	**500.00**		**500.00**	
Hope Building Confidence	**500.00**		**500.00**	
Overseas:				
Church Mission Society (CMS)	**2,870.00**		**2,870.00**	651.82
Bible Society	**2,870.00**		**2,870.00**	467.87
Tear Fund	**2,870.00**	**1,632.20**	**4,502.20**	484.04
Ushaaqallah Benefit Society	**2,870.00**		**2,870.00**	596.55
Centre for Urban Mission Nairobi (Amadet)	**1,250.00**		**1,250.00**	
Hope House Haiti	**2,000.00**		**2,000.00**	
Loiyangalani Trust		**2,645.00**	**2,645.00**	
Ukraine Appeal		**670.00**	**670.00**	
Open Doors		**975.94**	**975.94**	
GRAND TOTAL	**23,970.00**	**9,554.01**	**33,524.01**	3,109.24

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund represents a legacy received in 2023 with an additional final amount (£14,482.57) added in 2024 and is for the upkeep of the church. Expenditure during the year amounted to £41,267.82, and the Fund Balance is £113,214.75. The PCC have allocated £15,000 of this balance to go towards a future re-roofing project for the church. During 2024 the main expenditure was on remedial work on the roof and new sliding partition in the Rider Hall, and high level church gutters clearing and repainting.

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund will be used in 2025 mainly for a planned mission trip. The fund balance is £1,347.11.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. All outstanding bills owing and accrued have been paid in previous years. The remaining Fund balance of £3,224.97 was used during 2024. The fund balance is now zero.

Facilities Fund: This fund now holds a balance of £6,514.16, this is made up of £850 given for Hall Decoration and £5,664.16 transferred from The Point church. The transferred value will be used for projects across the site (eg Youth Centre, Projector, Lighting etc)

Church Activities Fund: This restricted fund was maintained for future restricted monies received for Church Activities/Services. The balance related to donations received following St Andrews Gift Day for the purchase of new bibles. These were purchased during 2024. The fund balance is now zero.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2024 were £2,165.94 with offsetting income of £225, and the Fund stands at £1,250.31.

Additional Note:

From April 2024, following a decision made on 14th November2023, (as noted in the 2023 accounts) The Point Church (registered charity 1147721) began to wind down its activities and transfer their operations and commitments to St Andrews Church (registered charity 1131284). The accounts presented reflect the gradual joining of these activities and operations.

During the decision process the finances of both charities was scrutinised and a joint forecast and budget was prepared. The results of joining these charities followed the expectations in the joint budget. It should be noted that donations gradually increased throughout the year as individuals moved their giving over to St Andrews, also it should be noted that the additional parish share was paid by St Andrews from August 24, being previously paid by The Point Church.

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2022 ('the Act').

I report in respect of my examination of PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2022 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2022 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

……

G W Schulz FCMA
Independent Examiners Ltd

16 February 2025

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2024

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2024	FUNDS 2023
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	439,602	35,518		**475,120**	264,585
Trading Activities for generating funds	2b	53,556			**53,556**	51,692
Income from investments	2c	11,441			**11,441**	7,079
Church activities	2d1	7,345	400		**7,745**	2,039
Charitable Activities	2d2	2,804			**2,804**	3,118
Other incoming resources	2e	18,929			**18,929**	19,423
Total incoming resources		**533,677**	**35,918**		**569,595**	347,936
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	245,794	25,829		**271,623**	174,810
Other Trading Activities	3c2	42,551	36,611		**79,162**	45,896
Governance Costs	3d	1,104			**1,104**	1,050
Total resources expended		**289,449**	**62,440**		**351,889**	221,756
Net incoming/(outgoing) resources		**244,228**	**-26,522**		**217,706**	126,180
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5	**-30,880**			**-30,880**	
Gains/(losses) on investment assets	6					
Net movement in funds		**213,348**	**-26,522**		**186,826**	126,180
Total funds brought forward at 1 January 2024		912,908	148,849		**1,061,757**	935,577
Total funds carried forward at 31 December 2024		**1,126,256**	**122,327**		**1,248,583**	1,061,757

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2024	2023
			£	£
Fixed assets				
Tangible fixed assets	5		**940,000**	990,000
Investments	6			
Total fixed assets			**940,000**	990,000
Current assets	7			
Stock				
Short term deposits		**225,490**		214,477
Cash at bank and in hand		**93,702**		73,172
Debtors	8	**1,570**		2,243
		320,762		289,892
Creditors: amounts falling due within one year	9	**-12,179**		-218,135
Net current assets			**308,583**	71,757
Total assets less current liabilities			**1,248,583**	1,061,757
Creditors: amounts falling due after one year	9			
NET ASSETS			**1,248,583**	1,061,757
Funds	7			
Endowment funds	10			
Restricted funds	10		**122,327**	148,849
Unrestricted funds	10		**1,126,256**	912,908
			1,248,583	1,061,757

Approved by the Parochial Church Council on 16 / 2 / 2025 and signed on its behalf

Revd Will Kemp - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2024 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	133,072	235		**133,307**	70,053
	Other Planned Giving (no tax refunds)	27,696			**27,696**	8,056
	Collections at all services	5,066	5,892		**10,958**	9,738
	All other giving	43,496	5,435		**48,931**	4,827
	Special Appeals		6,218		**6,218**	
	Gift Aid recoverable	39,077	1,558		**40,635**	20,395
	Grants	191,195	1,698		**192,893**	2,500
	Legacies		14,482		**14,482**	149,016
		439,602	35,518		**475,120**	264,585
b	**Activities for generating funds**					
	Fund Raising Events	42			**42**	221
	Church Hire	7,181			**7,181**	7,264
	Halls Hire and Special Events in Halls	46,333			**46,333**	44,207
		53,556			**53,556**	51,692
c	**Investment income**					
	Interest on Bank Accounts	11,441			**11,441**	7,079
		11,441			**11,441**	7,079
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	217			**217**	271
	Activities for Youth	518	400		**918**	617
	The Venue					59
	Holiday Club	1,076			**1,076**	460
	Children's Activities	117			**117**	154
	Men's Breakfasts	1,369			**1,369**	144
	Bereavement Support Group					
	Other Church Activities	2,287			**2,287**	
	Tuesday Café	81			**81**	142
	Women's Minisrty	1,680			**1,680**	
	Catering					
	Income from Parish Office					192
		7,345	400		**7,745**	2,039
d2	Fees for weddings and funerals	2,804			**2,804**	3,118
e	**Other incoming resources**					
	Rental of 9 Pendean Property	18,929			**18,929**	19,423
		18,929			**18,929**	19,423
	Total incoming resources	533,677	35,918		**569,595**	347,936

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2024**	TOTAL RESTRICTED FUNDS 2023
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)		234.61						**234.61**	
	Other Planned Giving (no tax refunds)									
	Collections at all services	5,864.81	27.00						**5,891.81**	2,335.26
	All other giving	2,222.00	3,213.27						**5,435.27**	240.00
	Special Appeals				6,017.80		200.00		**6,217.80**	
	Gift Aid recoverable	1,467.20	65.50				25.00		**1,557.70**	576.48
	Grants				1,698.12				**1,698.12**	
	Legacies							14,482.57	**14,482.57**	140,000.00
		9,554.01	3,540.38		7,715.92		225.00	14,482.57	**35,517.88**	143,151.74
b	**Activities for generating funds**									
	Fund Raising Events									
c	**Investment income**									
	Interest on Bank Accounts									
d	**Income from Church Activities**									
	Activities for Youth		400.00						**400.00**	
			400.00						**400.00**	
e	**Other incoming resources**									
	Total incoming resources	9,554.01	3,940.38		7,715.92		225.00	14,482.57	**35,917.88**	143,151.74

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	£	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies	14,730	5,923		**20,653**	2,200
	- Relief and Development agencies					
	Home Missions & other Church Societies	9,240	3,631		**12,871**	909
	Secular Charities					
		23,970	9,554		**33,524**	3,109
	Ministry costs:					
	Diocesan parish contribution	89,410			**89,410**	65,717
	Deanery Levy					
	Staff expenses	1,964			**1,964**	766
	Property Expenses	15,668			**15,668**	12,320
	Youth Pastor	24,296			**24,296**	28,963
	Youth Assistant					
	Church building costs:					
	Running expenses	12,369			**12,369**	14,528
	Major Repairs and Projects		5,838		**5,838**	1,039
	Maintenance		4,864		**4,864**	8,516
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	572			**572**	534
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	6,252			**6,252**	7,013
	Director of Music and Musicians	20,965			**20,965**	5,484
	Youth Worker Expenses					
	Mission	423	814		**1,237**	644
	Training and education	254			**254**	178
	Bookstall and Chichester Magazine	343			**343**	315
	Activities for Youth	2,280	2,593		**4,873**	1,549

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
		£	£	£	**£**	£
	Holiday Club	2,185			**2,185**	1,292
	Kidzone					
	Children's Activities	848			**848**	130
	Ladies' Meals	1,639			**1,639**	
	Men's Breakfasts	1,443			**1,443**	284
	Bereavement Support Group					
	Other Church Activity Costs	4,427			**4,427**	13
	Tuesday Café					
	Café Catering					
	Catering	539			**539**	248
	Hardship Fund Payments Out		2,166		**2,166**	
	Church administration:					
	Salaries	26,273			**26,273**	17,670
	Fees					
	Printing, stationery, photocopying	6,994			**6,994**	3,070
	Other administration expenses	2,201			**2,201**	1,368
	Office equipment	479			**479**	60
		245,794	25,829		**271,623**	174,810
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	36,263			**36,263**	39,969
	Maintenance	6,288	36,611		**42,899**	5,927
		42,551	36,611		**79,162**	45,896
		288,345	62,440		**350,785**	220,706
d	**Governance costs**					
	Independent examination fee	1,104			**1,104**	1,050
	Cost of annual accounts					
		1,104			**1,104**	1,050
	Total resources expended	289,449	62,440		**351,889**	221,756

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2024**	TOTAL RESTRICTED FUNDS 2023
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	5,923.14							**5,923.14**	2,200.28
	- Relief and Development agencies									
	Home Missions & other Church Societies	3,630.87							**3,630.87**	908.96
	Secular Charities									
	Ministry Costs:									
	Youth Pastor									28,949.64
	Youth Assistant									
	Activities for Youth		2,593.27						**2,593.27**	
	Activity Costs:									
	Holiday Club									
	Oasis									
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						2,165.94		**2,165.94**	
	Mission					814.44			**814.44**	299.99
	Building Project Costs:									
	Maintenance Halls			207.24				36,403.86	**36,611.10**	
	Debit Interest on Loans									
	Fees									
	Maintenance Church							4,863.96	**4,863.96**	
	Major Repairs and Projects			3,017.73	2,820.12				**5,837.85**	1,038.99
	Building Costs - Grounds									
		9,554.01	2,593.27	3,224.97	2,820.12	814.44	2,165.94	41,267.82	**62,440.57**	33,397.86
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	9,554.01	2,593.27	3,224.97	2,820.12	814.44	2,165.94	41,267.82	**62,440.57**	33,397.86
	Net Movement of Funds		1,347.11	-3,224.97	4,895.80	-814.44	-1,940.94	-26,785.25	**-26,522.69**	109,753.88

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Pastor (from Apr 24), a part time Parish Administrator, a part time Facilities Co-Ordinator (from Aug 24), a part time Music director (from Apr 24), a part time Worship Pastor, a part time Caretaker, and a part time cleaner:

Staff Costs – Wages and Salaries £87,512 (£63,723 in 2023)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £3,723 in 2024 (£870 during 2023).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Miss Mandy Hanlon received £135 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £625.60, Environmental charges -£56.42, Other (including Telephone and Travel) £885.82

Notes to the Financial Report

5 Tangible fixed assets

Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
As at 1 January 2024	325,000.00	115,000.00	550,000.00		**990,000.00**
Additions					
Disposals					
Revaluation			-50,000.00		**-50,000.00**
At 31 December 2024	325,000.00	115,000.00	500,000.00		**940,000.00**
Depreciation					
As at 1 January 2024					
Provided in the year					
Disposals					
At 31 December 2024					
Net book amounts					
At 31 December 2024	**325,000.00**	**115,000.00**	**500,000.00**		**940,000.00**
At 31 December 2023	325,000.00	115,000.00	550,000.00		990,000.00

The property at 9 Pendean was revalued from £550,000 to £500,000 during 2024 (based on independent market valuations and verified by the Church Commissioners) in preparation for the repayment of the equity loan on the property during 2024. The equity loan from the Church Commissioners was correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2024 was £210,314.50 (38.239% of property value), revalution amount -£19,119.50, repayment loan value £191,195. The loan was repaid in full in April 2024. Net revaluation amount - (£50,000.00 – £19,119.50) was -£30,880.50. The Church Commissioners equity loan repayment was funded by a grant from Highmead Christian Trust.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2024 £**	Total Funds 2023 £
Fixed assets for church use	940,000.00	0.00		**940,000.00**	990,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	103,582.18	121,907.59		**225,489.77**	214,476.86
Cash at Bank and in Hand	93,701.99	0.00		**93,701.99**	73,171.92
Debtors	1,151.27	418.74		**1,570.01**	2,243.15
Creditors: amounts falling due within one year	-12,179.03	0.00		**-12,179.03**	-218,014.99
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	1,126,256.41	**122,326.33**	**0.00**	**1,248,582.74**	1,061,876.94

Notes to the Financial Report

8 Debtors

	2024	2023
	£	£
Gift Aid recoverable	**1,160.46**	1,514.17
Prepayments and accrued income	**0.00**	0.00
Other debtors	**409.55**	728.98
	1,570.01	2,243.15

9 Creditors

(i) Amounts falling due within one year

	2024	2023
	£	£
Deferred income	**0.00**	0.00
Accruals for utilities and other costs	**5,151.48**	4,834.75
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**0.00**	210,314.50
Other creditors	**7,027.55**	2,865.74
	12,179.03	218,014.99

See Note 5 above The 9 Pendean Equity Sharing Loan was repaid in full in April 2024.

(ii) Amounts falling due after one year

	2024	2023
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there was an equity sharing loan with the Church Commissioners under which they held 38.239% of the equity. This loan was repaid during 2024 reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2024 in order to repay the equity sharing loan. No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

Summary of all funds

	Bal b/fwd 1st Jan 24	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd 31st Dec 24**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	865,264.52	530,429.50	-272,313.99	-30,880.50	0.00	**1,092,499.53**
Designated Funds:						
Repairs Fund	34,988.53	0.00	-12,168.62	0.00	0.00	**22,819.91**
Legacy Fund NEW	10,422.93	0.00	-1,035.39	0.00	0.00	**9,387.54**
Men's Ministry Fund	518.61	1,369.05	-1,443.21	0.00	0.00	**444.45**
Women's Ministry Fund	246.80	1,680.00	-1,639.29	0.00	0.00	**287.51**
Childrens Activities Fund	1,155.19	117.22	-847.73	0.00	0.00	**424.68**
Tuesday Café	311.34	81.45	0.00	0.00	0.00	**392.79**
Youth Pastor Leader Fund	0.00			0.00	0.00	**0.00**
	912,907.92	533,677.22	-289,448.23	-30,880.50	0.00	**1,126,256.41**
Restricted Funds						
Mission & Charity Fund	0.00	9,554.01	-9,554.01	0.00	0.00	**0.00**
Upkeep Fund	140,000.00	14,482.57	-41,267.82	0.00	0.00	**113,214.75**
Youth Fund	0.00	3,940.38	-2,593.27	0.00	0.00	**1,347.11**
Reordering Fund	3,224.97	0.00	-3,224.97	0.00	0.00	**0.00**
Facilities Fund	1,618.36	7,715.92	-2,820.12	0.00	0.00	**6,514.16**
Church Activities R Fund	814.44	0.00	-814.44	0.00	0.00	**0.00**
St A Hardship Fund	3,191.25	225.00	-2,165.94	0.00	0.00	**1,250.31**
	148,849.02	35,917.88	-62,440.57	0.00	0.00	**122,326.33**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	1,061,756.94	569,595.10	-351,888.80	-30,880.50	0.00	**1,248,582.74**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: The Fund is used to finance repairs to the church buildings, halls, housing and grounds and not covered by the Restricted Upkeep Fund. The fund now stands at £22,820. During 2024 the main expenditure was on replacing one Gas Heater and repairing a second one in the Rider Hall, new blinds for both the Rider Hall & the Youth Centre, and decoration and curtains in the vicarage. Total expenditure £12,169.

Legacy Fund We received no Unrestricted Legacies during 2024. This fund is to ensure any Unrestricted Legacies are used for specific projects to be determined, without being Restricted. £826 was spent on updating the Prayer Room and £209 on a library for use by Alpha.

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2024. The Children's Activities Fund was fully spent during the year, and the fund has a zero balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2024 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

Note the below values include separate values paid away from both the General Fund and from the Restricted Fund:

	General Fund	Restricted Funds	Total All Funds	
	2024	**2024**	**2024**	2023
	£	**£**	**£**	£
Home:				
Chichester Diocese Family Support Work (FSW)	**2,870.00**	**1,081.25**	**3,951.25**	31.25
Off The Fence	**4,870.00**	**2,549.62**	**7,419.62**	815.21
Acts 435				62.50
Sam & Daniela Leighton - Neighbours & Nations YWAM	**500.00**		**500.00**	
Befriended	**500.00**		**500.00**	
Hope Building Confidence	**500.00**		**500.00**	
Overseas:				
Church Mission Society (CMS)	**2,870.00**		**2,870.00**	651.82
Bible Society	**2,870.00**		**2,870.00**	467.87
Tear Fund	**2,870.00**	**1,632.20**	**4,502.20**	484.04
Ushaaqallah Benefit Society	**2,870.00**		**2,870.00**	596.55
Centre for Urban Mission Nairobi (Amadet)	**1,250.00**		**1,250.00**	
Hope House Haiti	**2,000.00**		**2,000.00**	
Loiyangalani Trust		**2,645.00**	**2,645.00**	
Ukraine Appeal		**670.00**	**670.00**	
Open Doors		**975.94**	**975.94**	
GRAND TOTAL	**23,970.00**	**9,554.01**	**33,524.01**	3,109.24

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund represents a legacy received in 2023 with an additional final amount (£14,482.57) added in 2024 and is for the upkeep of the church. Expenditure during the year amounted to £41,267.82, and the Fund Balance is £113,214.75. The PCC have allocated £15,000 of this balance to go towards a future re-roofing project for the church. During 2024 the main expenditure was on remedial work on the roof and new sliding partition in the Rider Hall, and high level church gutters clearing and repainting.

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund will be used in 2025 mainly for a planned mission trip. The fund balance is £1,347.11.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. All outstanding bills owing and accrued have been paid in previous years. The remaining Fund balance of £3,224.97 was used during 2024. The fund balance is now zero.

Facilities Fund: This fund now holds a balance of £6,514.16, this is made up of £850 given for Hall Decoration and £5,664.16 transferred from The Point church. The transferred value will be used for projects across the site (eg Youth Centre, Projector, Lighting etc)

Church Activities Fund: This restricted fund was maintained for future restricted monies received for Church Activities/Services. The balance related to donations received following St Andrews Gift Day for the purchase of new bibles. These were purchased during 2024. The fund balance is now zero.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2024 were £2,165.94 with offsetting income of £225, and the Fund stands at £1,250.31.

Additional Note:

From April 2024, following a decision made on 14th November2023, (as noted in the 2023 accounts) The Point Church (registered charity 1147721) began to wind down its activities and transfer their operations and commitments to St Andrews Church (registered charity 1131284). The accounts presented reflect the gradual joining of these activities and operations.

During the decision process the finances of both charities was scrutinised and a joint forecast and budget was prepared. The results of joining these charities followed the expectations in the joint budget. It should be noted that donations gradually increased throughout the year as individuals moved their giving over to St Andrews, also it should be noted that the additional parish share was paid by St Andrews from August 24, being previously paid by The Point Church.

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2022 ('the Act').

I report in respect of my examination of PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2022 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2022 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

……

G W Schulz FCMA
Independent Examiners Ltd

16 February 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2023

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd Felicity Davies, The Parish Office, 2a Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Independent Examiners Ltd, Unit 2, The Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council in 2023.

Statement Mission
The primary objective of St Andrew's Church is promoting the whole mission of the Church, in the ecclesiastical parish of St Andrew's. The PCC has the responsibility of co-operating with the incumbent, in promoting this objective.

Mission and Evangelism

Kids' Ministry
The Kids' Ministry program has maintained its focus on Biblical literacy. Foundational Biblical truths are presented weekly through curriculum that teaches a main Biblical lesson, includes intercessory prayer and encourages children in their oral reading of the Bible. Children ages 2 through 12 are in attendance and are divided into two learning groups.
Children also receive a children's message in Café Church before joining their age groups in the Kids' Ministry. Once a month the older children participate in presenting the Prayers of the People during the Café Church hour.
Seasonal programs, including a pancake party and an Easter egg hunt, included children from the community as well as our own church families.

Outreach to the Schools
The Young Families & Children's Pastor has been invited to speak in RE classes and in assemblies for the local primary schools and the St. Andrew's Preschool, which is on the church site. These opportunities occurred during Easter, Christmas, and the leavers programs.

Football Camp and Holiday Club
St. Andrew's hosted a football camp during the summer break in partnership with Ambassadors Football UK. The five half-days included skills, drills and matches and Bible lessons presented by the Ambassadors Football coaches. At the conclusion of the camp, five children gave their lives to Christ.

Holiday Club ran concurrently during the week with volunteers from the St Andrew's Church family serving as leaders. Children enjoyed Bible stories which were presented in skits, crafts, games, and the daily review. At the conclusion of the week, families were invited to a barbeque on the church grounds. A bouncy castle entertained the younger children during the event.

Tuesday Parents'/Carers' Group and Café
Tuesday mornings during school term offer an exciting outreach program that invites parents/carers and neighbours to enjoy fellowship, coffee, and cakes. This has primarily developed into a social group for parents/carers and babies, although a few toddlers also attend. The Café team is comprised of greeters and catering workers.

Youth Work
Legacy
Legacy met on a Thursday evening, during term time, in the Link Building area at St Andrew's to give space for the young people of Burgess Hill to come together and do Christian life. This continued until summer 2023.

HUB
The Hub continues to carry the gospel into the schools in mid Sussex. The Hub team go into local schools to pioneer and deliver Christian unions, Alpha courses, school assemblies, sixth form days, lunchtime clubs as well as offering pastoral support.

Pre–School
As Chair of the Pre–school Committee, Janet Davies represents the Pre-School on the PCC. Hazel Butler is Deputy Chair of the Pre-school. We are continuing to build relationships between the church and the Pre–school staff and families. Lucy Marsh visits the pre-school and leads songs with the children from time to time. The Pre-School continue to hold special services in church, led by Lucy Marsh. Some members of our congregation supported the Summer and Christmas Fairs held by the Pre-School at the church site.

Men's Ministry
The men's ministry team has continued to function during 2023 and met for a church breakfast to encourage the men's ministry work. There was then a men's breakfast in the summer. Plans were discussed for more regular outreach breakfast in the year ahead.

Acts 435 and Hardship Fund (Relief of Poverty in the Local Community)
St Andrews has a dedicated team of advocates that works with the Acts 435 scheme. This is a national scheme which can provide financial help to anyone in need. The advocates dealt with several cases last year, all of which were fully funded. St Andrew's also holds a hardship fund which is funded by donations from the congregation, managed by the Hardship Fund Committee.

Support for Mission in the UK and Abroad
In addition to the work of homegroups in supporting mission agencies and ministries around the world, St Andrew's Church maintained its tradition of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are detailed below. These include sums raised on special collection Sundays and individual ad-hoc donations.

A collection was taken for ***Tear Fund*** (which works for the relief of poverty around the world: https://www.tearfund.org/) in April 23 and £484.04 was given towards their work.
A collection was also taken in April 23 for the ***Ushaaqallah Benefit Society*** and £596.55 was given towards their work.

A collection was taken in October 23 for the ***Church Mission Society*** (which works in many areas of mission and evangelism around the world: https://churchmissionsociety.org/) and £651.82 was given towards their work.

A collection was also taken in October 23 for the ***Bible Society*** (which works to produce Bibles, Bible translations and Bible study materials around the world: https://www.biblesociety.org.uk/) and £467.87 was given towards their work.

A collection was taken for ***Off the Fence*** (which works with the homeless and abused in Sussex: https://www.offthefence.org.uk/) over the Christmas 2023 services and £815.21 was given towards their work.

A donation of £31.25 was received for ***Chichester Diocesan Family Support Work*** (which works with vulnerable families in Sussex: https://www.familysupportwork.org/). Also, a donation of £62.50 was received for ***Acts 4:35*** (which puts people who want to help in touch with people who are in need, through a network of churches and local charities: https://www.acts435.org.uk/).

The grand total collected & paid out in 2023 was £3,109.24.

Discipleship and Pastoral Care

Pastoral Coordinator and Pastoral Team

The pastoral care team continued to provide pastoral support to the St Andrew's community. This included home visits, care home visits, Holy Communion, outings, shopping and getting people to church. Where appropriate and where people are qualified, members of the pastoral care team have communicated with families and helped them with difficult life decisions concerning care for relatives and supported them as they worked out care and support packages. In addition to the provision of formal pastoral support, there is a considerable amount of informal pastoral care within the St Andrew's church community.

Homegroups

Homegroups continued to meet during 2023. Many members support one another in these groups which provide pastoral care, fellowship, Bible study and prayer. Their meeting frequencies varied between once a month, fortnightly and weekly. Some of the groups also carried out community work, supported various charities and organised church community events.

Pastoral Services

St Andrew's offers ministry to people living in the parish through pastoral services (marriages and funeral services, interments of ashes and memorial services) at times of great joy and also at times of grief. St Andrew's offers preparation and ongoing support to people who come to the church to get married and to say goodbye to loved ones who have died.

Marriages Two marriages were conducted at St Andrew's in 2023.

Funerals During 2023 8 funerals were conducted.

Interments of Ashes There were 2 burials of ashes conducted in 2023.

Memorial Services

At the end of October, St Andrew's hosted the annual memorial service to which all who had been bereaved over recent years were invited. In a gentle service the names of loved ones who had died were read out and members of the congregation were invited to come to the front to light a candle in memory of those they had lost. This was followed by a high tea and fellowship.

Baptisms and Confirmations
There were 7 baptisms and no confirmations in 2023.

Bereavement Café
This group exists to support those who have been bereaved or have had any kind of loss, whether recently or long ago. The group gather on the third Thursday of each month and provides a safe space for those who value talking to others in the same situation.

Interregnum Report
At the end of February 2023, we said goodbye to our Vicar, Rev Dr Andy Angel and his wife Fabi. Andy was leaving to take up a role within Oxford Diocese and we were about to enter an Interregnum.

As the wardens did not think the 11am service, as it stood, was viable without a priest in charge, with Andy's blessing, they approached Bishop Ruth of Horsham who encouraged the setting up of a café church. After consulting with the congregation, our Children's and Young Families' Worker, Lucy Marsh, was asked to organise the establishment of this new style of service in the Rider Hall. Lucy rose to the challenge and within a few months the numbers attending had doubled and Café Church was proving to be a great blessing to this new congregation.

The 9am Services continued as normal, thanks to the many visiting priests who presided at Communion and led the services, sometimes assisted by members of the congregation. We were also extremely fortunate in that Wednesday morning communions continued, again with the generous help and support of visiting priests.

Our Youth Evangelist and Discipler, Mark Edwards, left us at the end of September, just as we were moving out of Interregnum with the licensing of Rev Felicity Davies as our new, interim, Priest in Charge.

Bishop Ruth was looking at a possible blending of St Andrew's and the Point Church. She recognised that Rev Felicity Davies could greatly facilitate the proceedings, so she became Priest-in-charge from October 2023 for a twelve-month period. The Bishop of Chichester had to legally 'suspend' St Andrew's and, as our patron, was suspending himself (and future Bishops of Chichester) from appointing a new Vicar for the legally required period of 5 years.

As a whole, the Interregnum was a remarkable period where the lay members of the congregation rose to the occasion and carried on the business of the church as usual.

Worship and Prayer

Prayer
Prayer continues to be a key part of life at St Andrew's and regular in person prayer meetings took place on Tuesday and Thursday mornings in the prayer room. The current times of Prayer Meetings are shown in the church notices each week together with key information.

Regular worship in the church buildings
During 2023, the normal pattern of services at St Andrew's consisted of three Sunday services on a normal Sunday:
9.00 am service of Holy Communion
11.00 am morning worship (until March 23)
10:30am Café Church (from March 23)
6.30 pm worship and teaching service (to February 23)
6:30 worship and prayer service (from March 23)

Midweek Communion Service – Wednesdays at 10am

Seasonal Services

Ash Wednesday service of Holy Communion in the evening.
Maundy Thursday Communion
Good Friday: an hour at the cross
Holy Saturday there was an outreach, Easter Egg hunt.
Easter Sunday: 9am Holy Communion and 10:30am all-age service

Advent Sunday all age Toy Service
Advent Sunday carol service
Messy Christmas
The Never-Ending Story Carol Service
Blue Christmas (for those who find this time of year challenging).
Christmas Eve Crib service
Midnight Communion
Christmas Day family communion

School Services
There were 6 Schools' Christmas services from Manor Field Primary, Birchwood Grove Primary and Burgess Hill Girls School. There were also two services led by our Young Families and Children's Pastor in the halls for St Andrew's Pre School. About 2,100 people attended these services. Carols services were also held in seven local residential and nursing homes in which over 150 people were present.

Nursing Home Services
These have been regular services of Holy Communion in six residential and nursing homes, and seasonal services in residential and nursing homes.

Home Communions
A team from St Andrew's took services of Holy Communion (by extension) to the housebound. During 2023 home communions were offered where pastoral visits were taking place and the person visiting had undertaken the necessary training as required by the diocese.

The Church Flower Team

During 2023 the Flower Team have continued to use artificial silk flowers for the sanctuary. Occasionally fresh flower memorial arrangements have been made in memoria. The team organise posies for Mothering Sunday.

Structure, Governance, and Management

To support these ministries and ensure that they ran as smoothly as possible, St Andrew's had teams responsible for various aspects of administration and management. These were the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP) and, as legally required, the Standing Committee.

Parochial Church Council

Those who served on the PCC during 2023 were:

Rev Dr Andrew Angel (chair) – to February 23.
Rev Felicity Davies (chair) – from October 23.
Mrs Linda Porter (Safeguarding Officer)
Miss Sue Gumbrell (Deanery Synod)
Mr Ian Porter (Church Treasurer)
Mrs Celia Davis (Churchwarden and Deanery Synod)
Miss Amanda Hanlon (Churchwarden and Deanery Synod)
Mrs Sheila Smith (PCC Secretary) – from April 23
Mrs Amanda Anstee
Dr Janet Davies
Clive Burgess - to January 23
Mr Andy Sherlock - from April 23
Mr Steve Watson – from April 23
Mrs Nicola Hesford-Duckworth – From April 23
Mrs Nicola Reuter-Sinclair – from April 23
Mrs Sheila Broom – from April 23

Standing Committee

Vicar/Priest-in-charge
Church Wardens
Parish Treasurer
Fabric manager

Finance and General Purposes Committee

Vicar/Priest-in-charge
Church Wardens
Parish Treasurer
Fabric manager

Safeguarding

PSO – Linda Porter

Deanery Synod

Celia Davis
Mandy Hanlon

Sheila Smith
Sue Gumbrell

Deanery Synod Report for APCM

Chichester Diocese is divided into 21 deaneries (groups of parishes). Each deanery has its own Synod which is made up of the clergy of the area and lay members elected by each parish. In 2023 St Andrew's was entitled to four lay representatives who were Susan Gumbrell, Amanda Hanlon, Sheila Smith, and Celia Davis. Robert Monroe is Deanery Treasurer and Celia Davis is the Deanery Secretary.

The Synod usually meets three times a year, and the parishes in the deanery take turns in hosting the meeting. The year started off with a meeting in St John's Church Burgess Hill with a presentation from Dr Emma Arbuthnot, the Diocesan Senior Church Buildings and Pastoral Reorganisation Officer and Revd Paul Doick who is also the Chair of the Diocesan Advisory Committee. They spoke about the Faculty Process and the many changes to church buildings regulations in recent years. Although many of the processes have been streamlined, every matter, no matter how minor, still has to be referred to the Church Buildings Team at Church House. Anything external on a church building needs both faculty and local planning permissions.

In May there was a new Rural Dean, Rev Rachel Cornish, and a presentation in Pyecombe Church from Steve Argent, the Assistant Warden for Lay Ministry in Horsham Archdeaconry, who spoke about the various Diocesan training courses.

The final session in the year was devoted to the ecological aspirations of the Deanery Mission Action Plan. The Rural Dean gave a presentation on the Eco Church Awards.

Deaneries are also responsible for collecting the money pledges from the local parishes to cover their parish ministry costs (i.e., for clergy stipends, pensions, and housing; for training costs; for diocesan church house; national church responsibilities). Clergy fees from weddings and funerals also go into this joint deanery pot. In 2023 Hurst Deanery was able to cover 91% of their costs.

Every Autumn a finance meeting is held for all the treasurers, incumbents, and anyone else interested in Diocesan finances, parish shares and ministry costs. Information was given at the meeting in October on the diocesan draft budget for 2024. The Diocesan Secretary reported that unfortunately, with the cost-of-living crisis and inflation, it would be extremely unlikely that the Diocese would be able to sustain present commitments into the future as an extra £1.5million would be needed in 2024 and the expected forecast for 2023 was a deficit of £1million. She expected that 2024 would be a transitory year. The work of God would continue but there would be re-adjustments to the Diocesan expenditure, so that the Diocese would be in a stronger position in 2025.

Electoral Roll

At the end of December 2023 there were 154 on the church electoral roll.

Financial Review

The PCC is most thankful for the continuing financial support of the St Andrew's congregation.

It should be noted that the accounts reflect the position of St Andrew's church in 2023. During 2024 the church will blend with The Point and next years accounts will reflect this. Both churches have proposed their own separate budgets for 2024, and also worked on a joint budget. Unless otherwise stated any reference to budgeted numbers relate to the St Andrew's part only.

Voluntary Income total overall in 2023 was 115K higher than 2022, (£264K 2023/£149K 2022) mainly due to an individual £140K legacy bequeathed to the church. Planned giving was again down on the previous year mainly as the number of givers decreased as the size of the congregation also decreased. Hall income remained level. This, along with additional rental income from 9 Pendean, lower Wedding & Funeral Income, and reduced Vicarage & Vicar costs due to the interregnum meant the overall result for 2023 was a surplus.

The total net result across all funds for the financial year of 2023 was a surplus of £126,180 (surplus of 41,814 in 2022).

This can be broken down as £10,527 surplus from the unrestricted funds (excluding designated funds), so our day-to-day fund, £5,802 deficit from the designated funds (as we spend money previously set aside money for expected costs) and £121,445 surplus from the restricted funds.

The main movements on the designated funds resulting in the £5,802 deficit were 20.3K using the remaining Youth Fund against Youth salary/settlement costs in the year, 9.6K expenditure from the Repairs Fund (including the Electrical Installation safety review, remedial work, emergency lighting, boiler house roof repair and Quinquennial costs), 3.6K from the Legacy Fund for the Pierce commentary library offset by 8K of legacy income set aside for future specific projects & 19.8K of transfers in to the Repairs fund to cover work still to be completed (Rider Hall roof, remaining emergency lighting, quinquennial items, possible redecoration of the Vicarage).

The main movements on the restricted funds resulting in the £121,445 surplus were 140K Large legacy received for 'church upkeep', offset by using the remaining Youth Fund 8.6K, spending of 1K from the Facilities fund on AV equipment, and releasing the 8.6K energy grant we received late in 2022 to offset our 2023 energy bills.

Details of the individual movements for both designated and restricted funds can be found in the financial statements.

The total incoming resources for the unrestricted funds was £204,784 (£203,400 in 2022), a small increase of £1,384 . A 3K drop in 'Charitable Activities' (Weddings & Funerals) and a 1K drop in Other Incoming Resources (Rental Income -due to change of tenant mid-year) was offset by a 6.3K increase in Income in investments (as interest rates have risen and the 140K of legacy was invested and will remain invested until spent).

The voluntary income to the restricted funds was £143,152 (£27,681 in 2022) including the £140K Legacy for church upkeep, and 3.1K of Away Giving collections (Missions & Charity Fund) including Gift Aid. The balance remaining on the restricted Youth Fund at 31st December 2023 was £0K as we utilised the remaining £8,609 in 2023.

Gift aid continues to be recovered on all donations where applicable. Tax recovered by way of gift aid for 2023 was £20,395 (£22,287 in 2022). The Small Donations Gift Aid allowance is also claimed where possible for cash collections and electronic card donations payments where applicable.

The PCC gratefully acknowledges the Highmead Christian Foundation's generosity in making available the house which it owns at 10, The Nursery, Burgess Hill to our Youth Pastor and his family while he was in post.

The largest expenditure of the PCC was the sum of £65,717 (£56,975 in 2022) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend, and pension costs of the incumbent and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. In 2023 based on the projected budget deficit at the time the church could not commit to meet 100% of its allocated costs and pledged £20K under the allocation, offset by an additional contribution of 6.9K from our General Fund surplus in 2022 (net pledge of 13.1K under the allocation). For 2024, following a full review of the expected budget, an agreement has been reached with the Diocese to pay in full the pledged amount for a 50% Priest In Charge to Sept 24 & then an Associate Vicar cost for the remainder of the year (total £55,475), this is from the St Andrew's part of the budget. The Point church will be adding in addition a full pledge for a Vicar (£81,445) which once we blend will form part of a combined budget.

The second largest item of expenditure in 2023 was the overall contracted Staff costs of £63,723 (£56,828 for 2022). As at 31st December the PCC employed a part time Parish Administrator, a part time Caretaker, a part time Worship Pastor and had a vacancy for a part time Cleaner (a total full time paid staff equivalent head count of 1.5). We also have a full time Young Families and children's worker who is self-funded. Additionally, vergers were paid for weddings & funerals, and an organist for services on an ad-hoc basis.

Property expenses of £12,320 in 2023 (£17,400 in 2022) included the rental share payable for 9 Pendean to the Church Commissioners of £4,593.

The PCC donated £3,109 (£10,185 in 2022) in missionary and charitable giving. The total amount for 2023 was monies taken at special collections and individual ad-hoc donations for the charities supported by the church. Given the impact of the church's finances in previous years the PCC decided again not to top this up to 10% of the churches donations and no further amount was donated from Church funds. In the 2024 budget the PCC have planned to return to the 10% pledge.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets), which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The general, unrestricted, cash reserve at 31st December 2023 was £85,579 (£75,051 in 2022). This is sufficient to cover the three months unrestricted payments which averaged £43,579 for 2023 (excluding expenditure from designated funds). We expect to have sufficient cash flow to continue to pay bills as they fall due.

Details of the balances and purposes of the various Designated and Restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits to maximise interest whilst protecting the sums involved, or in low-risk funds. For deposit accounts not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2023 the PCC held fund accounts with the CCLA CBF Church of England Deposit Fund (Fitch Credit Quality rating and Fund Market risk Sensitivity rating 'AAAf'/'S1') and the Mansfield Building Society, in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Signed on behalf of the PCC

Felicity Davies (Chair)…… Date 18/03/2024

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2023

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2023	FUNDS 2022
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	121,433	143,152		**264,585**	149,254
Trading Activities for generating funds	2b	51,692			**51,692**	51,803
Income from investments	2c	7,079			**7,079**	806
Church activities	2d1	2,039			**2,039**	2,235
Charitable Activities	2d2	3,118			**3,118**	6,081
Other incoming resources	2e	19,423			**19,423**	20,902
Total incoming resources		**204,784**	**143,152**		**347,936**	231,081
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	141,412	33,398		**174,810**	157,423
Other Trading Activities	3c2	45,896			**45,896**	31,844
Governance Costs	3d	1,050			**1,050**	
Total resources expended		**188,358**	**33,398**		**221,756**	189,267
Net incoming/(outgoing) resources		**16,426**	**109,754**		**126,180**	41,814
Transfers between Funds		-11,701	11,701			
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					142,053
Gains/(losses) on investment assets	6					
Net movement in funds		**4,725**	**121,455**		**126,180**	183,867
Total funds brought forward at 1 January 2023		908,183	27,394		**935,577**	751,710
Total funds carried forward at 31 December 2023		**912,908**	**148,849**		**1,061,757**	935,577

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2023	2022
			£	£
Fixed assets				
Tangible fixed assets	5		**990,000**	990,000
Investments	6			
Total fixed assets			**990,000**	990,000
Current assets	7			
Stock				
Short term deposits		**214,477**		73,711
Cash at bank and in hand		**73,172**		85,358
Debtors	8	**2,243**		2,507
		289,892		161,576
Creditors: amounts falling due within one year	9	**-218,135**		-215,999
Net current assets			**71,757**	-54,423
Total assets less current liabilities			**1,061,757**	935,577
Creditors: amounts falling due after one year	9			
NET ASSETS			**1,061,757**	935,577
Funds	7			
Endowment funds	10			
Restricted funds	10		**148,849**	27,394
Unrestricted funds	10		**912,908**	908,183
			1,061,757	935,577

Approved by the Parochial Church Council on 22 / 1 / 2024 and signed on its behalf

Revd Felicity Davies - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2023 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	70,053			**70,053**	76,956
	Other Planned Giving (no tax refunds)	8,056			**8,056**	8,789
	Collections at all services	7,403	2,335		**9,738**	10,036
	All other giving	4,587	240		**4,827**	13,113
	Special Appeals					3,448
	Gift Aid recoverable	19,818	577		**20,395**	22,287
	Grants	2,500			**2,500**	8,625
	Legacies	9,016	140,000		**149,016**	6,000
		121,433	143,152		**264,585**	149,254
b	**Activities for generating funds**					
	Fund Raising Events	221			**221**	163
	Church Hire	7,264			**7,264**	6,758
	Halls Hire and Special Events in Halls	44,207			**44,207**	44,882
		51,692			**51,692**	51,803
c	**Investment income**					
	Interest on Bank Accounts	7,079			**7,079**	806
		7,079			**7,079**	806
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	271			**271**	307
	Activities for Youth	617			**617**	1,347
	The Venue	59			**59**	
	Holiday Club	460			**460**	290
	Children's Activities	154			**154**	
	Men's Breakfasts	144			**144**	
	Tuesday Café	142			**142**	69
	Income from Parish Office	192			**192**	222
		2,039			**2,039**	2,235
d2	Fees for weddings and funerals	3,118			**3,118**	6,081
e	**Other incoming resources**					
	Rental of 9 Pendean Property	19,423			**19,423**	20,902
		19,423			**19,423**	20,902
	Total incoming resources	204,784	143,152		**347,936**	231,081

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2023**	TOTAL RESTRICTED FUNDS 2022
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)									3,555.00
	Other Planned Giving (no tax refunds)									750.00
	Collections at all services	2,295.26	40.00						**2,335.26**	2,359.49
	All other giving	240.00							**240.00**	7,230.00
	Special Appeals									3,448.00
	Gift Aid recoverable	573.98					2.50		**576.48**	1,575.40
	Grants									8,625.00
	Legacies							140,000.00	**140,000.00**	
		3,109.24	40.00				2.50	140,000.00	**143,151.74**	27,542.89
b	**Activities for generating funds**									
	Fund Raising Events									22.32
										22.32
c	**Investment income**									
	Interest on Bank Accounts									116.32
										116.32
d	**Income from Church Activities**									
e	**Other incoming resources**									
	Total incoming resources	3,109.24	40.00				2.50	140,000.00	**143,151.74**	27,681.53

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		2,200		**2,200**	7,477
	- Relief and Development agencies					
	Home Missions & other Church Societies		909		**909**	2,708
	Secular Charities					
			3,109		**3,109**	10,185
	Ministry costs:					
	Diocesan parish contribution	65,717			**65,717**	56,975
	Deanery Levy					
	Staff expenses	766			**766**	2,379
	Property Expenses	12,320			**12,320**	17,400
	Youth Pastor	13	28,950		**28,963**	19,899
	Youth Assistant					
	Church building costs:					
	Running expenses	14,528			**14,528**	8,878
	Major Repairs and Projects		1,039		**1,039**	3,006
	Maintenance	8,516			**8,516**	195
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	534			**534**	38
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	7,013			**7,013**	2,812
	Director of Music and Musicians	5,484			**5,484**	5,655
	Youth Worker Expenses					
	Mission	344	300		**644**	300
	Training and education	178			**178**	177
	Bookstall and Chichester Magazine	315			**315**	172
	Activities for Youth	1,549			**1,549**	1,351

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2023**	TOTAL FUNDS 2022
		£	£	£	**£**	£
	The Venue					
	Holiday Club	1,292			**1,292**	1,331
	Kidzone					
	Children's Activities	130			**130**	
	Ladies' Meals					
	Men's Breakfasts	284			**284**	
	Bereavement Support Group					
	Other Church Activity Costs	13			**13**	196
	Tuesday Café					
	Café Catering					291
	Catering	248			**248**	
	Hardship Fund Payments Out					3,190
	Church administration:					
	Salaries	17,670			**17,670**	17,432
	Fees					66
	Printing, stationery, photocopying	3,070			**3,070**	3,076
	Other administration expenses	1,368			**1,368**	2,374
	Office equipment	60			**60**	45
		141,412	33,398		**174,810**	157,423
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	39,969			**39,969**	29,624
	Maintenance	5,927			**5,927**	2,220
		45,896			**45,896**	31,844
		187,308	33,398		**220,706**	189,267
d	**Governance costs**					
	Independent examination fee	1,050			**1,050**	
	Cost of annual accounts					
		1,050			**1,050**	
	Total resources expended	188,358	33,398		**221,756**	189,267

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2023**	TOTAL RESTRICTED FUNDS 2022
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	2,200.28							**2,200.28**	7,476.85
	- Relief and Development agencies									
	Home Missions & other Church Societies	908.96							**908.96**	2,708.04
	Secular Charities									
	Ministry Costs:									
	Youth Pastor		28,949.64						**28,949.64**	
	Youth Assistant									
	Activities for Youth									
	Activity Costs:									
	Holiday Club									
	Oasis									
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out									3,190.00
	Mission					299.99			**299.99**	3,190.00
	Building Project Costs:									
	Miscellaneous Expenditure									
	Debit Interest on Loans									
	Fees									66.00
	Building Costs - Church									
	Major Repairs and Projects				1,038.99				**1,038.99**	3,006.63
	Building Costs - Grounds									
		3,109.24	28,949.6		1,038.99	299.99			**33,397.86**	16,447.52
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	3,109.24	28,949.64		1,038.99	299.99			**33,397.86**	16,447.52
	Net Movement of Funds		-28,909.64		-1,038.99	-299.99	2.50	140,000.00	**109,753.88**	11,234.01

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler (to Sept 23), a part time Parish Administrator, a part time Caretaker, up to 2 part time cleaners and a part time Worship Pastor:

Staff Costs – Wages and Salaries £63,723 (£56,828 in 2022)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £870 in 2023 (£809 during 2022).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £25,784 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC. Mark left the employment of the PCC in September 2023.

Mrs Julia Brackenbury was employed as Parish Administrator. Mrs Brackenbury's salary and Employers Pension contributions amounted to £17,040 gross.

Miss Mandy Hanlon received £360 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £1,608.26, Environmental charges £274.05, Other (including Telephone and Travel) £490.25

Notes to the Financial Report

5 Tangible fixed assets

Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
As at 1 January 2023	325,000.00	115,000.00	550,000.00		**990,000.00**
Additions					
Disposals					
Revaluation					
At 31 December 2023	325,000.00	115,000.00	550,000.00		**990,000.00**
Depreciation					
As at 1 January 2023					
Provided in the year					
Disposals					
At 31 December 2023					
Net book amounts					
At 31 December 2023	**325,000.00**	**115,000.00**	**550,000.00**		**990,000.00**
At 31 December 2022	325,000.00	115,000.00	550,000.00		990,000.00

The property at 9 Pendean was revalued from £320,000 to £550,000 at the end of 2022 (based on an independent market valuation) in preparation for the likely sale of the property in 2023, revaluation amount £230,000. The equity loan on the property from the Church Commissioners were correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2022 was £122,368 (38.239% of property value), revalution amount £87,946.50, closing loan value £210,314.50. Net revaluation amount (£230,000.00 – £87,946.50) was £142,053.50. The PCC are looking now instead to buy out the Church Commissioners equity loan funded by a grant from Highmead Christian Trust, subject to agreement by all parties.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2023 £**	Total Funds 2022 £
Fixed assets for church use	990,000.00	0.00		**990,000.00**	990,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	65,833.92	148,642.94		**214,476.86**	73,710.95
Cash at Bank and in Hand	73,171.92	0.00		**73,171.92**	85,358.14
Debtors	2,037.07	206.08		**2,243.15**	2,507.07
Creditors: amounts falling due within one year	-218,134.99	0.00		**-218,134.99**	-215,999.22
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	912,907.92	**148,849.02**	**0.00**	**1,061,756.94**	935,576.94

Notes to the Financial Report

8 Debtors

	2023	2022
	£	£
Gift Aid recoverable	**1,514.17**	1,711.42
Prepayments and accrued income	**0.00**	0.00
Other debtors	**728.98**	795.65
	2,243.15	2,507.07

9 Creditors

(i) Amounts falling due within one year

Creditors: amounts falling due within one year

	2023	2022
	£	£
Deferred income	**0.00**	0.00
Accruals for utilities and other costs	**4,834.75**	4,717.35
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**210,314.50**	210,314.50
Other creditors	**2,985.74**	967.37
	218,134.99	215,999.22

The Church Commissioners wanted to redeem the equity loan on 9 Pendean during 2023, requiring the sale of the property, so the loan was moved from (ii) 'Amounts falling due after one year' in 2021 to (i) 'Amounts falling due within one year' in 2022. The PCC are looking now instead to buy out the Church Commissioners equity loan funded by a grant from Highmead Christian Trust, subject to agreement.

(ii) Amounts falling due after one year

	2023	2022
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.239% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2022. No changes have been made to last years values of land and buildings and last years freehold values for 9 Pendean, the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 23					**31st Dec 23**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	854,737.16	196,072.70	-174,437.07	8,691.73	-19,800.00	**865,264.52**
Designated Funds:						
Repairs Fund	24,804.00	0.00	-9,615.47	19,800.00	0.00	**34,988.53**
Legacy Fund NEW	6,000.00	8,000.00	-3,577.07	0.00	0.00	**10,422.93**
Men's Ministry Fund	658.33	143.76	-283.48	0.00	0.00	**518.61**
Women's Ministry Fund	246.80	0.00	0.00	0.00	0.00	**246.80**
Childrens Activities Fund	1,131.19	153.90	-129.90	0.00	0.00	**1,155.19**
Bookstall	135.46	271.33	-315.06	0.00	-91.73	**0.00**
Tuesday Café	168.86	142.48	0.00	0.00	0.00	**311.34**
Youth Pastor Leader Fund	20,301.12			0.00	-20,301.12	**0.00**
	908,182.92	204,784.17	-188,358.05	28,491.73	-40,192.85	**912,907.92**
Restricted Funds						
Mission & Charity Fund	0.00	3,109.24	-3,109.24	0.00	0.00	**0.00**
Upkeep Fund	0.00	140,000.00	0.00	0.00	0.00	**140,000.00**
Youth Fund	8,608.52	40.00	-28,949.64	20,301.12	0.00	**0.00**
Reordering Fund	3,224.97	0.00	0.00	0.00	0.00	**3,224.97**
Facilities Fund	11,257.35	0.00	-1,038.99	0.00	-8,600.00	**1,618.36**
Church Activities R Fund	1,114.43	0.00	-299.99	0.00	0.00	**814.44**
St A Hardship Fund	3,188.75	2.50	0.00	0.00	0.00	**3,191.25**
	27,394.02	143,151.74	-33,397.86	20,301.12	-8,600.00	**148,849.02**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	935,576.94	347,935.91	-221,755.91	48,792.85	-48,792.85	**1,061,756.94**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: In 2023 the PCC allocated £400 per month to this fund. At year end an additional £15,000 was allocated to the fund for specific items (Quinquennial works, Rider Hall Roof/Structural improvements, decoration of Vicarage). The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The fund now stands at £34,988. During 2023 the main expenditure was on the delayed church Quinquennial, the 5-year Fixed Electrical Installation Inspection (EICR certificate), the boiler house roof repair works and some of the emergency lighting works. Total expenditure £9,615.

Legacy Fund We received Unrestricted Legacies of £8,000 during 2023 which we added to this Designated Fund. This is to ensure they are used for specific projects to be determined, without being Restricted. £3,577 was spent on a library of commentaries in memory of Sam and Thea Pearce.

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, Bookstall Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2023. The Bookstall Fund was closed and will be part of the General Fund going forward.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). These were fully utilised in 2023.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2023 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2023	**2022**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**31.25**	1,285.27
Off The Fence	**815.21**	1,422.77
Acts 435	**62.50**	0.00
Overseas:		
Church Mission Society (CMS)	**651.82**	2,182.30
Bible Society	**467.87**	1,648.52
Tear Fund	**484.04**	1,350.51
Ushaaqallah Benefit Society	**596.55**	1,295.52
SEAN International	**0.00**	1,000.00
GRAND TOTAL	**3,109.24**	10,184.89

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund resulting from a legacy received in 2023 is for the upkeep of the church.

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund was fully utilised in 2023.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. All outstanding bills owing and accrued have been paid in previous years. The remaining Fund balance of £3,224.97 will be used for some outstanding re-ordering carpentry work in 2024.

Facilities Fund: This fund now holds a balance of £1,618.36, a £8,625.00 grant received from the Diocese in Dec 22 towards Energy costs in 2023 was released to offset the church bills for Gas & Electricity. The remaining balance is made up of £768.36 for future costs of new sound equipment, and £850 for Hall Decoration.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£814) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2023 were £0 and the Fund stands at £3,191.25.

Post Balance Sheet Event (non adjusting):

On 14th November 2023 it was agreed at a meeting attended by the Rt Revd Ruth Bushyager (Bishop of Horsham), the PCC of St Andrews Church and the trustees of The Point Church (Registered Charity 1147721) to unite together forming a stronger enlarged presence, based at St Andrew's Church for furthering the shared aims of both churches.

In making this decision the finances of both churches have been scrutinised and a prudent joint budget prepared and agreed by both St Andrews's PCC and trustees of The Point Church. The joint 2024 budget shows a planned deficit on the General Fund of -29k to allow for restructuring costs, and a planned deficit of -1k in 2025. The decision taken was not driven by financial considerations but by the expectation of creating a much larger and stronger Church with which to positively impact promoting the whole mission of the Church far more successfully together than with their own independent efforts.

The planned start date is currently 1st April 2024. From this date, Registered Charity 1147721 will wind down its activities, and their future operations and commitments will be undertaken by Registered Charity 1131284 (St Andrew's Church).

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill 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 PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2011 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

18 March 2024

G W Schulz ACMA Date

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2023

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*
Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2023	FUNDS 2022
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	121,433	143,152		**264,585**	149,254
Trading Activities for generating funds	2b	51,692			**51,692**	51,803
Income from investments	2c	7,079			**7,079**	806
Church activities	2d1	2,039			**2,039**	2,235
Charitable Activities	2d2	3,118			**3,118**	6,081
Other incoming resources	2e	19,423			**19,423**	20,902
Total incoming resources		**204,784**	**143,152**		**347,936**	231,081
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	141,412	33,398		**174,810**	157,423
Other Trading Activities	3c2	45,896			**45,896**	31,844
Governance Costs	3d	1,050			**1,050**	
Total resources expended		**188,358**	**33,398**		**221,756**	189,267
Net incoming/(outgoing) resources		**16,426**	**109,754**		**126,180**	41,814
Transfers between Funds		-11,701	11,701			
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					142,053
Gains/(losses) on investment assets	6					
Net movement in funds		**4,725**	**121,455**		**126,180**	183,867
Total funds brought forward at 1 January 2023		908,183	27,394		**935,577**	751,710
Total funds carried forward at 31 December 2023		**912,908**	**148,849**		**1,061,757**	935,577

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2023	2022
			£	£
Fixed assets				
Tangible fixed assets	5		**990,000**	990,000
Investments	6			
Total fixed assets			**990,000**	990,000
Current assets	7			
Stock				
Short term deposits		**214,477**		73,711
Cash at bank and in hand		**73,172**		85,358
Debtors	8	**2,243**		2,507
		289,892		161,576
Creditors: amounts falling due within one year	9	**-218,135**		-215,999
Net current assets			**71,757**	-54,423
Total assets less current liabilities			**1,061,757**	935,577
Creditors: amounts falling due after one year	9			
NET ASSETS			**1,061,757**	935,577
Funds	7			
Endowment funds	10			
Restricted funds	10		**148,849**	27,394
Unrestricted funds	10		**912,908**	908,183
			1,061,757	935,577

Approved by the Parochial Church Council on 22 / 1 / 2024 and signed on its behalf

Revd Felicity Davies - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2023 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	70,053			**70,053**	76,956
	Other Planned Giving (no tax refunds)	8,056			**8,056**	8,789
	Collections at all services	7,403	2,335		**9,738**	10,036
	All other giving	4,587	240		**4,827**	13,113
	Special Appeals					3,448
	Gift Aid recoverable	19,818	577		**20,395**	22,287
	Grants	2,500			**2,500**	8,625
	Legacies	9,016	140,000		**149,016**	6,000
		121,433	143,152		**264,585**	149,254
b	**Activities for generating funds**					
	Fund Raising Events	221			**221**	163
	Church Hire	7,264			**7,264**	6,758
	Halls Hire and Special Events in Halls	44,207			**44,207**	44,882
		51,692			**51,692**	51,803
c	**Investment income**					
	Interest on Bank Accounts	7,079			**7,079**	806
		7,079			**7,079**	806
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	271			**271**	307
	Activities for Youth	617			**617**	1,347
	The Venue	59			**59**	
	Holiday Club	460			**460**	290
	Children's Activities	154			**154**	
	Men's Breakfasts	144			**144**	
	Tuesday Café	142			**142**	69
	Income from Parish Office	192			**192**	222
		2,039			**2,039**	2,235
d2	Fees for weddings and funerals	3,118			**3,118**	6,081
e	**Other incoming resources**					
	Rental of 9 Pendean Property	19,423			**19,423**	20,902
		19,423			**19,423**	20,902
	Total incoming resources	204,784	143,152		**347,936**	231,081

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2023**	TOTAL RESTRICTED FUNDS 2022
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)									3,555.00
	Other Planned Giving (no tax refunds)									750.00
	Collections at all services	2,295.26	40.00						**2,335.26**	2,359.49
	All other giving	240.00							**240.00**	7,230.00
	Special Appeals									3,448.00
	Gift Aid recoverable	573.98					2.50		**576.48**	1,575.40
	Grants									8,625.00
	Legacies							140,000.00	**140,000.00**	
		3,109.24	40.00				2.50	140,000.00	**143,151.74**	27,542.89
b	**Activities for generating funds**									
	Fund Raising Events									22.32
										22.32
c	**Investment income**									
	Interest on Bank Accounts									116.32
										116.32
d	**Income from Church Activities**									
e	**Other incoming resources**									
	Total incoming resources	3,109.24	40.00				2.50	140,000.00	**143,151.74**	27,681.53

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		2,200		**2,200**	7,477
	- Relief and Development agencies					
	Home Missions & other Church Societies		909		**909**	2,708
	Secular Charities					
			3,109		**3,109**	10,185
	Ministry costs:					
	Diocesan parish contribution	65,717			**65,717**	56,975
	Deanery Levy					
	Staff expenses	766			**766**	2,379
	Property Expenses	12,320			**12,320**	17,400
	Youth Pastor	13	28,950		**28,963**	19,899
	Youth Assistant					
	Church building costs:					
	Running expenses	14,528			**14,528**	8,878
	Major Repairs and Projects		1,039		**1,039**	3,006
	Maintenance	8,516			**8,516**	195
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	534			**534**	38
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	7,013			**7,013**	2,812
	Director of Music and Musicians	5,484			**5,484**	5,655
	Youth Worker Expenses					
	Mission	344	300		**644**	300
	Training and education	178			**178**	177
	Bookstall and Chichester Magazine	315			**315**	172
	Activities for Youth	1,549			**1,549**	1,351

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2023**	TOTAL FUNDS 2022
		£	£	£	**£**	£
	The Venue					
	Holiday Club	1,292			**1,292**	1,331
	Kidzone					
	Children's Activities	130			**130**	
	Ladies' Meals					
	Men's Breakfasts	284			**284**	
	Bereavement Support Group					
	Other Church Activity Costs	13			**13**	196
	Tuesday Café					
	Café Catering					291
	Catering	248			**248**	
	Hardship Fund Payments Out					3,190
	Church administration:					
	Salaries	17,670			**17,670**	17,432
	Fees					66
	Printing, stationery, photocopying	3,070			**3,070**	3,076
	Other administration expenses	1,368			**1,368**	2,374
	Office equipment	60			**60**	45
		141,412	33,398		**174,810**	157,423
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	39,969			**39,969**	29,624
	Maintenance	5,927			**5,927**	2,220
		45,896			**45,896**	31,844
		187,308	33,398		**220,706**	189,267
d	**Governance costs**					
	Independent examination fee	1,050			**1,050**	
	Cost of annual accounts					
		1,050			**1,050**	
	Total resources expended	188,358	33,398		**221,756**	189,267

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Upkeep Fund	**TOTAL RESTRICTED FUNDS 2023**	TOTAL RESTRICTED FUNDS 2022
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	2,200.28							**2,200.28**	7,476.85
	- Relief and Development agencies									
	Home Missions & other Church Societies	908.96							**908.96**	2,708.04
	Secular Charities									
	Ministry Costs:									
	Youth Pastor		28,949.64						**28,949.64**	
	Youth Assistant									
	Activities for Youth									
	Activity Costs:									
	Holiday Club									
	Oasis									
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out									3,190.00
	Mission					299.99			**299.99**	3,190.00
	Building Project Costs:									
	Miscellaneous Expenditure									
	Debit Interest on Loans									
	Fees									66.00
	Building Costs - Church									
	Major Repairs and Projects				1,038.99				**1,038.99**	3,006.63
	Building Costs - Grounds									
		3,109.24	28,949.6		1,038.99	299.99			**33,397.86**	16,447.52
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	3,109.24	28,949.64		1,038.99	299.99			**33,397.86**	16,447.52
	Net Movement of Funds		-28,909.64		-1,038.99	-299.99	2.50	140,000.00	**109,753.88**	11,234.01

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler (to Sept 23), a part time Parish Administrator, a part time Caretaker, up to 2 part time cleaners and a part time Worship Pastor:

Staff Costs – Wages and Salaries £63,723 (£56,828 in 2022)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £870 in 2023 (£809 during 2022).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £25,784 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC. Mark left the employment of the PCC in September 2023.

Mrs Julia Brackenbury was employed as Parish Administrator. Mrs Brackenbury's salary and Employers Pension contributions amounted to £17,040 gross.

Miss Mandy Hanlon received £360 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £1,608.26, Environmental charges £274.05, Other (including Telephone and Travel) £490.25

Notes to the Financial Report

5 Tangible fixed assets

Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
As at 1 January 2023	325,000.00	115,000.00	550,000.00		**990,000.00**
Additions					
Disposals					
Revaluation					
At 31 December 2023	325,000.00	115,000.00	550,000.00		**990,000.00**
Depreciation					
As at 1 January 2023					
Provided in the year					
Disposals					
At 31 December 2023					
Net book amounts					
At 31 December 2023	**325,000.00**	**115,000.00**	**550,000.00**		**990,000.00**
At 31 December 2022	325,000.00	115,000.00	550,000.00		990,000.00

The property at 9 Pendean was revalued from £320,000 to £550,000 at the end of 2022 (based on an independent market valuation) in preparation for the likely sale of the property in 2023, revaluation amount £230,000. The equity loan on the property from the Church Commissioners were correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2022 was £122,368 (38.239% of property value), revalution amount £87,946.50, closing loan value £210,314.50. Net revaluation amount (£230,000.00 – £87,946.50) was £142,053.50. The PCC are looking now instead to buy out the Church Commissioners equity loan funded by a grant from Highmead Christian Trust, subject to agreement by all parties.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2023 £**	Total Funds 2022 £
Fixed assets for church use	990,000.00	0.00		**990,000.00**	990,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	65,833.92	148,642.94		**214,476.86**	73,710.95
Cash at Bank and in Hand	73,171.92	0.00		**73,171.92**	85,358.14
Debtors	2,037.07	206.08		**2,243.15**	2,507.07
Creditors: amounts falling due within one year	-218,134.99	0.00		**-218,134.99**	-215,999.22
Creditors: amounts falling due after more than one year	0.00	0.00		**0.00**	0.00
	912,907.92	**148,849.02**	**0.00**	**1,061,756.94**	935,576.94

Notes to the Financial Report

8 Debtors

	2023	2022
	£	£
Gift Aid recoverable	**1,514.17**	1,711.42
Prepayments and accrued income	**0.00**	0.00
Other debtors	**728.98**	795.65
	2,243.15	2,507.07

9 Creditors

(i) Amounts falling due within one year

Creditors: amounts falling due within one year

	2023	2022
	£	£
Deferred income	**0.00**	0.00
Accruals for utilities and other costs	**4,834.75**	4,717.35
Interest Free Loans < 1 Year	**0.00**	0.00
CAF Bank Loan < 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan	**210,314.50**	210,314.50
Other creditors	**2,985.74**	967.37
	218,134.99	215,999.22

The Church Commissioners wanted to redeem the equity loan on 9 Pendean during 2023, requiring the sale of the property, so the loan was moved from (ii) 'Amounts falling due after one year' in 2021 to (i) 'Amounts falling due within one year' in 2022. The PCC are looking now instead to buy out the Church Commissioners equity loan funded by a grant from Highmead Christian Trust, subject to agreement.

(ii) Amounts falling due after one year

	2023	2022
	£	£
Interest Free Loans > 1 Year	**0.00**	0.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	0.00
	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.239% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2022. No changes have been made to last years values of land and buildings and last years freehold values for 9 Pendean, the Rider Hall and Youth Centre. No impairment was felt necessary by the PCC.

Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 23					**31st Dec 23**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	854,737.16	196,072.70	-174,437.07	8,691.73	-19,800.00	**865,264.52**
Designated Funds:						
Repairs Fund	24,804.00	0.00	-9,615.47	19,800.00	0.00	**34,988.53**
Legacy Fund NEW	6,000.00	8,000.00	-3,577.07	0.00	0.00	**10,422.93**
Men's Ministry Fund	658.33	143.76	-283.48	0.00	0.00	**518.61**
Women's Ministry Fund	246.80	0.00	0.00	0.00	0.00	**246.80**
Childrens Activities Fund	1,131.19	153.90	-129.90	0.00	0.00	**1,155.19**
Bookstall	135.46	271.33	-315.06	0.00	-91.73	**0.00**
Tuesday Café	168.86	142.48	0.00	0.00	0.00	**311.34**
Youth Pastor Leader Fund	20,301.12			0.00	-20,301.12	**0.00**
	908,182.92	204,784.17	-188,358.05	28,491.73	-40,192.85	**912,907.92**
Restricted Funds						
Mission & Charity Fund	0.00	3,109.24	-3,109.24	0.00	0.00	**0.00**
Upkeep Fund	0.00	140,000.00	0.00	0.00	0.00	**140,000.00**
Youth Fund	8,608.52	40.00	-28,949.64	20,301.12	0.00	**0.00**
Reordering Fund	3,224.97	0.00	0.00	0.00	0.00	**3,224.97**
Facilities Fund	11,257.35	0.00	-1,038.99	0.00	-8,600.00	**1,618.36**
Church Activities R Fund	1,114.43	0.00	-299.99	0.00	0.00	**814.44**
St A Hardship Fund	3,188.75	2.50	0.00	0.00	0.00	**3,191.25**
	27,394.02	143,151.74	-33,397.86	20,301.12	-8,600.00	**148,849.02**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	935,576.94	347,935.91	-221,755.91	48,792.85	-48,792.85	**1,061,756.94**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: In 2023 the PCC allocated £400 per month to this fund. At year end an additional £15,000 was allocated to the fund for specific items (Quinquennial works, Rider Hall Roof/Structural improvements, decoration of Vicarage). The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The fund now stands at £34,988. During 2023 the main expenditure was on the delayed church Quinquennial, the 5-year Fixed Electrical Installation Inspection (EICR certificate), the boiler house roof repair works and some of the emergency lighting works. Total expenditure £9,615.

Legacy Fund We received Unrestricted Legacies of £8,000 during 2023 which we added to this Designated Fund. This is to ensure they are used for specific projects to be determined, without being Restricted. £3,577 was spent on a library of commentaries in memory of Sam and Thea Pearce.

Men's Ministry Fund, Women's Ministry Fund, Children's Activities Fund, Bookstall Fund, and Tuesday Café: These funds represent the operational balances from these church activities. Fund Balances were reviewed in 2023. The Bookstall Fund was closed and will be part of the General Fund going forward.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). These were fully utilised in 2023.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2023 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2023	**2022**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**31.25**	1,285.27
Off The Fence	**815.21**	1,422.77
Acts 435	**62.50**	0.00
Overseas:		
Church Mission Society (CMS)	**651.82**	2,182.30
Bible Society	**467.87**	1,648.52
Tear Fund	**484.04**	1,350.51
Ushaaqallah Benefit Society	**596.55**	1,295.52
SEAN International	**0.00**	1,000.00
GRAND TOTAL	**3,109.24**	10,184.89

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Upkeep Fund: This restricted fund resulting from a legacy received in 2023 is for the upkeep of the church.

Youth Fund: This restricted fund is for monies donated for Youth Work. The fund was fully utilised in 2023.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. All outstanding bills owing and accrued have been paid in previous years. The remaining Fund balance of £3,224.97 will be used for some outstanding re-ordering carpentry work in 2024.

Facilities Fund: This fund now holds a balance of £1,618.36, a £8,625.00 grant received from the Diocese in Dec 22 towards Energy costs in 2023 was released to offset the church bills for Gas & Electricity. The remaining balance is made up of £768.36 for future costs of new sound equipment, and £850 for Hall Decoration.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£814) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2023 were £0 and the Fund stands at £3,191.25.

Post Balance Sheet Event (non adjusting):

On 14th November 2023 it was agreed at a meeting attended by the Rt Revd Ruth Bushyager (Bishop of Horsham), the PCC of St Andrews Church and the trustees of The Point Church (Registered Charity 1147721) to unite together forming a stronger enlarged presence, based at St Andrew's Church for furthering the shared aims of both churches.

In making this decision the finances of both churches have been scrutinised and a prudent joint budget prepared and agreed by both St Andrews's PCC and trustees of The Point Church. The joint 2024 budget shows a planned deficit on the General Fund of -29k to allow for restructuring costs, and a planned deficit of -1k in 2025. The decision taken was not driven by financial considerations but by the expectation of creating a much larger and stronger Church with which to positively impact promoting the whole mission of the Church far more successfully together than with their own independent efforts.

The planned start date is currently 1st April 2024. From this date, Registered Charity 1147721 will wind down its activities, and their future operations and commitments will be undertaken by Registered Charity 1131284 (St Andrew's Church).

Independent Examiner's Report

to the trustees of PCC of St Andrew's Church, Burgess Hill

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 2 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of PCC of St Andrew's Church, Burgess Hill 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 PCC of St Andrew's Church, Burgess Hill 's accounts carried out under section 145 of the 2011 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

Since PCC of St Andrew's Church, Burgess Hill's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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 PCC of St Andrew's Church, Burgess Hill 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 accounting 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.

18 March 2024

G W Schulz ACMA Date

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2022

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd Dr Andrew Angel, 2 Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Mr Geoffrey Perkins, 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council in 2022.

Mission Statement

The primary objective of St Andrew's Church is promoting the whole mission of the Church, in the ecclesiastical parish of St Andrew's. The PCC has the responsibility of co-operating with the incumbent, in promoting this objective.

Achievements and Performance

St Andrew's Church understands the whole mission of the church as presented in the Bible and received by the Anglican Communion. For convenience, the vicar and the PCC understand this mission as comprising three broad areas: (1) mission and evangelism; (2) discipleship and pastoral care; and (3) worship, teaching, and prayer. These areas are facilitated by the ministries of oversight (or governance) and administration.

Mission and Evangelism

St Andrew's Church has a broad understanding of mission which includes evangelism, serving the community and providing for the poor and those in other kinds of need. Most of this mission and evangelism is focussed inside the parish of St Andrew (Burgess Hill) and the surrounding area, but St Andrew's Church also supports mission elsewhere in the United Kingdom and the wider world. In our teaching and life of worship, there was a focus on growing our confidence in evangelism during 2021 and this was built upon in our evangelistic activities in 2022. Some homegroups became more open to welcoming and nurturing new Christians in faith and our Young Families and Children's Pastor started a Tuesday Café initiative to welcome new families. In common with all other aspects of the life of the church, 2022 was a year in which the mission and evangelism of the church grew in some surprising ways –in the mission to young people in the Hub schools work, in primary schools' assemblies, in the relationship with St Andrew's Pre-School, and in the beginnings of the restoration of services in the care homes.

Alpha

Leader: Andy Angel (vicar) and Revd Sandi Wickens (Priest covering Sabbatical).

There were two Alpha courses during 2022 which ran between January and March, and May to July. The first course ran on zoom and in person and the second in person only. Most of those taking the course were exploring the faith or beginning to get a grounding in Christian discipleship.

Confirmation, Baptism and Thanksgiving Preparation and Services

Leader: Andy Angel (vicar).

The preparation offered to candidates was the Alpha course. In the Church of England, preparation of candidates is required if they are of an age to understand and of their parents and godparents if a child who is not of an age to understand is being brought for baptism. In line with the example of Jesus and the teaching of the New Testament, the tradition of the Church expects those who are baptised to be regular worshippers and to grow through Christian teaching at Sunday worship. During 2022 there were 4 baptisms and 2 Thanksgivings for children. The vicar led a short (four session) confirmation course for one candidate for confirmation who had previously completed an Alpha course and simply needed to think through the vows that they were going to make and what the implications were for living the rest of their life.

Young Families and Children's Work
Leader: Lucy Marsh

Sunday School
The Sunday School program has been restructured with a focus on Biblical literacy. Foundational Biblical truths are presented weekly through curriculum that teaches a main Biblical lesson, presents a memory verse for children to learn during the week, instructs intercessory prayer and encourages children in their oral reading of the Bible. Children ages 2 through 12 are in attendance. Recruitment of a strong team of teachers resulted in the ability to offer Sunday School each week, even during school breaks. Each week an exit letter was given to parents which outlined the lesson, the Scripture used, the memory verse, the extension activity as well as suggestions for home application and a bedtime prayer.

Outreach to the Schools
The Young Families & Children's Pastor has been invited to speak in RE classes and during assemblies for the local primary schools and the St. Andrew's Preschool, which is on the church site. These opportunities occurred during Easter, Remembrance Day, Harvest Season and Christmas. St. Andrew's Church was the location for Christmas programs presented by local schools. Both the vicar and the Young Families & Children's Pastor spoke and presented the Christmas message for each of the nine programs.

Football Camp
St. Andrew's hosted a football camp during the summer break in partnership with Ambassadors Football UK. The three full days included skills, drills and matches and Bible lessons presented by the Ambassadors Football coaches. At the conclusion of the camp, eight children gave their lives to Christ.

Tuesday Café
Tuesday Café, which operates 9:00 – 11:00 during school terms, is an exciting outreach program that invites preschool parents and neighbours to enjoy fellowship, coffee, and cakes. The children are offered fresh fruit and provided toys for entertainment. At mid-morning the littlest guests are invited to "Songs and Stories" which is Gospel-oriented. The Café team is comprised of greeters/chaplains and catering workers.

Youth Work
Leader: Mark Edwards

Legacy
We meet each Thursday evening, during term time, in the Link Building area at St Andrew's to give space for the young people of Burgess Hill to come together and do Christian life. We meet to watch biblically based video clips, study scripture and explore faith together, as well as playing games and eat sweets. There is often 1 of the young people who leads us in prayer, with another who reads a bible text and explain their thoughts. We continue to offer pastoral support, mentoring, home visits etc to help develop the next generation. We have seen 12 new faces drop

into Legacy over the last year and continue to pray that God will bring a youth revival to the young people of Burgess Hill.

HUB

The Hub continues to carry the gospel into the schools in mid Sussex. Mark leads the team of multiple youth pastors from various denominations and surrounding churches to collectively serve the local schools. As a collective, The Hub team go into local schools to pioneer and deliver Christian unions, Alpha courses, school assemblies, sixth form days, lunchtime clubs as well as offering pastoral support. As a team, we have also delivered various United events, gathering young people at various churches around the area to deliver the gospel.

Pre–School

Leader: Janet Davies (Chair of Pre–School Committee)

As Chair of the Pre–school Committee, Janet Davies represents the Pre-School on the PCC. Hazel Butler is Deputy Chair of the Pre-school. We are continuing to build relationships between the church and the Pre–school staff and families. Staff take a small group of children to the 'Songs and stories' slot led by Lucy Marsh during the Tuesday café each week. We are delighted that the Pre-School have been able hold special services in church again after covid restrictions. These have been led by Lucy. Several members of our congregation supported the Summer and Christmas Fairs held by the Pre-School at the church site. They also cheered the children on during their sponsored One Mile Fun Run around the church grounds.

Cafés and Community Outreach

In the last few years St Andrew's Church has offered several community focussed activities for local families which brought them onto the church premises. Some of these offered prayer and support to members of the community (like the bereavement lunches), some invitations to Christian events (like Christmas and Easter services, and Alpha), and others offered insights into and invitations to Christian faith.

Men's Ministry

Leader: Andy Sherlock

Early in 2023 a breakfast was held to facilitate the Mens Ministry team re engaging with the men of St Andrews and Burgess Hill. The team agreed to investigate a church walk, evening meal with speakers and a men's breakfast with speaker. The Men's Breakfasts have been sorely missed by many, please add the Men's Ministry and its outreach activities to your prayers. Finally, contact Andy Sherlock if you would like to join the dedicated hardworking team or would like to join for fellowship.

Relief of Poverty in the Local Community

During 2022, St Andrew's continued to grow the work of the Acts 4:35 team and the Hardship Fund which were set up in 2018. The purpose of both these initiatives was the relief of poverty.

Hardship Fund and Acts 435

St Andrews has a dedicated team of advocates that works with the Acts 435 scheme. This is a national scheme which can provide financial help to anyone in need. The advocates dealt with three cases last year, all of which were funded to the maximum allowed under Acts 435's rules (i.e., £150 for an individual item or £100 for anything else). St Andrews also manages a hardship fund which is funded by donations from the congregation. The fund is managed by the Hardship Fund Committee and used to ensure that St Andrews can offer financial assistance to people who are part of our church family. On behalf of St Andrews the fund has carefully considered two requests for help this year. The advocates and hardship fund committee members treat all conversations in confidence and feel blessed to be able to serve in this way.

Support for Mission in the UK and Abroad

In addition to the work of homegroups in supporting mission agencies and ministries around the world, St Andrew's Church maintained its long–standing tradition of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are detailed below. These include sums raised on special collection Sundays and individual ad-hoc donations.

A collection was taken in May 22 for the ***Church Mission Society*** (which works in many areas of mission and evangelism around the world: https://churchmissionsociety.org/) and £2,182.30 was given towards their work.

A collection was also taken in May 22 for the ***Bible Society*** (which works to produce Bibles, Bible translations and Bible study materials around the world: https://www.biblesociety.org.uk/) and £1,648.52 was given towards their work.

A collection was taken for ***Tear Fund*** (which works for the relief of poverty around the world: https://www.tearfund.org/) in October 22 and £1,350.51 was given towards their work. A collection was also taken in October 22 for the Ushaaqallah Benefit Society and £1,295.52 was given towards their work.

A collection was taken for ***Off the Fence*** (which works with the homeless and abused in Sussex: https://www.offthefence.org.uk/) over the Christmas 2022 services and £1,422.77 was given towards their work.

A collection was taken for ***Chichester Diocesan Family Support Work*** (which works with vulnerable families in Sussex: https://www.familysupportwork.org/) over the Christmas 2022 services and £1,285.27 was given towards their work. A donation was also received for SEAN International for £1,000.00. The grand total collected & paid out in 2022 was £10,184.80.

Discipleship and Pastoral Care

The ministry of pastoral care has been a hallmark of St Andrew's ministry over many years. Traditionally, given the number of regular and occasional worshippers, much of the day-to-day pastoral care has been undertaken by members of the congregation caring for each other. Homegroups continued to be the pastoral unit. Where people were not in homegroups, the pastoral coordinator carried out much of the pastoral work, under the oversight of the vicar, and with a network of people who helped. Sharing of the pastoral burden in this way continued to enable the vicar to focus his pastoral care on those with greatest need, particularly the dying. The vicar and the pastoral coordinator met weekly to try to ensure that church family members were receiving the pastoral care they needed – as far as this was practicable. Pastoral services, the

preparation for them and the follow up after them, continued to support people at key points in life—particularly those who have been bereaved in 2022 and previously.

Pastoral Coordinator and Pastoral Team
Pastoral Coordinator: Howard Hitchman

As Covid restrictions subsided during 2022 those providing pastoral support were able to undertake visits to care homes and hospitals, ensuring appropriate precautions were taken when visiting the vulnerable. The Pastoral team were able to provide a full range of support that was in place prior to the pandemic. This included home visits, Holy Communion, outings, shopping and getting people to church. Where appropriate and where people are qualified, members of the pastoral care team have communicated with families and helped them with difficult life decisions concerning care for relatives and supported them as they worked out care and support packages. The pastoral care team have continued to provide telephone calls to those who are living on their own and have encouraged church members to phone one another to keep in touch. In addition to the provision of formal pastoral support, there is a considerable amount of informal pastoral care within the St Andrew's church community. This is built around longstanding friendships and relationships. Whilst it is difficult to provide exact figures, it is likely that at least 50 people receive regular pastoral contact from a dedicated pastoral support team.

Homegroups
There were 9 homegroups meeting during 2022. Many members of St Andrew's met in these groups for pastoral care, fellowship, Bible study and prayer. Their meeting frequencies varied between once a month, fortnightly and weekly. Some shared a meal each time they met, others shared biscuits and coffee. Some met during the day and others in the evening. Some of the groups also carried out community work, supported various charities and organised church community events.

Pastoral Services and Ongoing Support
St Andrew's offers ministry to people living in the parish through pastoral services (marriages and funeral services, interments of ashes and memorial services) at times of great joy and also at times of grief. St Andrew's offers preparation and ongoing support to people who come to the church to get married and to say goodbye to loved ones who have died.

Marriages
Authorised ministers: Andy Angel (vicar), Sylvia McLarnon (minister with permission to officiate).
Two marriages were conducted at St Andrew's in 2022. Prior to all marriage services, the couples met with the minister who would marry them to talk through what Christian marriage is about and the couples were given space to work out whether they wanted to make the kind of commitments the Bible teaches. Exploring Christian marriage offered the opportunity to explain what the Christian faith is about in a non–threatening way (as biblical teaching says marriage is for everyone, not just Christians, so you do not have to be a Christian to get married in church). The couple met with the minister again to reflect on the things they had explored in the first session and fixed details for the marriage service. Couples were invited to church to hear their

banns read, and where appropriate invited to church activities. One blessing of a marriage was also performed.

Funerals

Authorised ministers: Andy Angel (vicar), Sandi Wickens (Priest covering sabbatical), Rob Lowes (Reader), Sylvia McLarnon (minister with permission to officiate).

During 2022, ministers from St Andrew's conducted ten funerals in church, ten memorial services in church and five funerals at crematoria. Prior to any service, clergy visited the families or nearest of kin of the deceased, spent time listening to them and offering them consolation, as well as organising the service with them. Sometimes, there was a lot of communication (both offering comfort and organising the service) in between the initial visit and the funeral/memorial service. Mourners were always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Interments of Ashes

Authorised ministers: Andy Angel (vicar), Sandi Wickens (Priest covering sabbatical), Rob Lowes (Reader), Sylvia McLarnon (minister with permission to officiate).

During 2022, nine services of the interment of ashes were conducted by ministers from St Andrew's. Ministers from St Andrew's visited the families in the same way as for funeral services. Mourners are always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Memorial Services

Authorised ministers: Andy Angel (vicar), Sandi Wickens (Priest covering sabbatical), Rob and Jean Lowes (bereavement team).

At the end of October, St Andrew's hosted the yearly memorial service to which all who had been bereaved over recent years were invited. In the context of worship, and after reading and preaching the Word, the names of loved ones who had died were read out and members of the congregation were invited to come to the front to light a candle in memory of those they had lost.

Bereavement Café

Leaders: Jean and Rob Lowes

This group exists to support those who have been bereaved or have had any kind of loss, whether recently or long ago. The group gather approximately once a month on a Thursday lunchtime and provide a safe space for those who value talking to others in the same situation. In December, they enjoyed a Christmas meal at the Harvester in Haywards Heath. To keep as safe as possible, it was decided that at normal meetings, everyone would bring their own packed lunch and the café would provide hot drinks. This worked well.

Training and development

As part of its wider ministry of growing disciples, St Andrew's offered placements to those who were in training for ministries of various kinds. During 2022, Peter Sutton completed his third year of training for ordination at St Mellitus College. He was supervised by the vicar.

During 2022, the diocese of Chichester continued to roll out its initiative of bishop's **permission to preach (with training and supervision)**. The permission to preach entails the vicar agreeing with the bishop a form of training and supervision for each person applying to preach. When such permission is granted, it gives someone permission to preach up to once per month. During 2022, the Bishop of Horsham granted Sheila Smith permission to preach. Andy Angel gave preaching supervision.

Worship, Teaching and Prayer

Throughout 2022, services of worship continued. Seasonal services were offered in residential homes where permitted, as well as monthly communion services, led by lay ministers of communion. (For services with local schools, see the reports below).

Regular and seasonal worship in the church buildings

During 2022, the normal pattern of services at St Andrew's consisted of three Sunday services on a normal Sunday: the 9.00 am service of Holy Communion, the 11.00 am morning worship, and the 6.30 pm worship and teaching service. There was also a service of Holy Communion each Wednesday. These services were led by the vicar with volunteers for leading services, preaching, Bible readings, prayers, sound, and audio–visual, leading sung worship, leading children's groups, and refreshments. The two Sunday morning services took place in church and were livestreamed on Facebook. The Wednesday Holy Communion service was also livestreamed.

9.00 am Sunday Service of Holy Communion

The regular pattern of worship was Holy Communion using the liturgy in Common Worship Order One with two hymns. On average 60 attended this service.

11am Sunday Morning Worship

This weekly service of worship continued to be informal, following a pattern of opening prayers, worship songs, Bible readings, sermon, prayers (sometimes including times for the congregation to respond in prayers or activities), notices, closing sung worship and a blessing. Throughout 2022, the service ran both in-person in the church building and was livestreamed. The children left the service to go to their own group. On average 35 attended this service.

6.30 pm Sunday Prayer and Praise

As the numbers for this service had declined during Covid, the evening service was used more for worship and praise rather than teaching during 2022. On average 10 attended this service.

10.00 am Wednesday Service of Holy Communion

The service of Holy Communion on Wednesday mornings was informally formal, using the Common Worship Order One liturgy with something of a light touch. The sermons followed biblical books chosen by the congregation each term. Throughout 2022 (assuming the service leaders had the technical capacity), services were both in-person in the building and live-streamed. Coffee and fellowship always followed the services. On average 25-30 attended this service.

Prayer

Prayer continues to be a key part of life at St Andrew's and following the lifting of restrictions in person prayer meetings were re-established on Thursday mornings. It is encouraging to report that a second weekly Prayer Meeting was established on Wednesday evenings which started in May. Regular attendees met in the prayer room for both meetings. The current times of Prayer Meetings are shown in the church notices each week together with key information.

Seasonal and Schools Services

The Ash Wednesday service of Holy Communion took place in the evening. Easter services were celebrated in church with live streaming with a Maundy Thursday Communion, an All-Age Good Friday service, followed by the Hour at the Cross. On Easter Saturday there was an outreach, Easter Egg hunt. Easter Day saw a service of Holy Communion and an all-age service celebrated in church and livestreamed. On Pentecost Sunday, we had our normal Sunday services.

Advent began as usual with the Toy Service on Advent Sunday when toys were collected at both morning services for Diocesan Family Support Work who gave them to families in need as Christmas presents for their children. Special services took place throughout Advent and Christmas, including the Candles, Craft and Chocolate service and the service of Nine Lessons and Carols. On Christmas Eve we continued our tradition of a nativity with congregational participation at the Crib service and the First Communion of Christmas leading up to Midnight. On Christmas Day, we had our regular Christmas morning all–age worship.

There were 9 Schools' Christmas services from Manor Field Primary, Birchwood Grove Primary, Burgess Hill Girls School, and St Andrew's Pre School. About 2,400 people attended these services. Carols services were also held in seven local residential and nursing homes in which well over 100 people were present.

The Church Flower Team

Team: Chris Cherry (leader), Rosie Elkins and Geraldine Davey.

During 2022 the activities of the Flower Team have remained constrained for both financial and human resource reasons. We continue to use artificial silk flowers for the sanctuary and have built up a stock to enable the arrangements to be adapted throughout the year to fit seasonal requirements. Several fresh flower memorial arrangements have been made at the request of members of the congregation which they have financed. Rosie Elkins and Geraldine Davey were able to assist Chris Cherry in arranging fresh flowers for two weddings in church during the summer of 2022.

Worship in the Community

Over the last six years regular acts of worship have taken place in the community alongside those in the church buildings. These have included home communions, monthly services of Holy Communion in six residential and nursing homes, and seasonal services in residential and nursing homes. Whilst these were stopped by the lockdown in March 2020 and have been impeded by subsequent restrictions, in 2022 more of these services were resumed.

Home Communions

Co-ordinator: Francis Noel.

There was a team of fourteen members of St Andrew's who took services of Holy Communion (by extension) to the housebound. During 2022 home communions were offered where pastoral visits were taking place and the person visiting had undertaken the necessary training as required by the diocese.

Structure, Governance, and Management

To support these ministries and ensure that they ran as smoothly as possible, St Andrew's had teams responsible for various aspects of administration and management. These were the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP) and, as legally required, the Standing Committee. Although the PCC worked with the vicar to oversee ministry and mission at St Andrew's, much of the day–to–day administration of the church was passed onto the church office. In conjunction with the church office, the wardens oversee various aspects of church administration. Although the vicar and the PCC, with the safeguarding officer, are ultimately responsible for safeguarding at St Andrew's, there is a separate safeguarding report below.

Parochial Church Council

Membership of the Parochial Church Council (PCC) is determined under the Church Representation Rules and consists of certain ex-officio members (the Vicar, a Curate if applicable and a representative of the lay readers licensed to officiate in the church), the Churchwardens and members of the Deanery, Diocesan or General Synods and up to 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The full PCC met eight times during the year. Standing items on the agenda at each meeting included: clergy reports, youth report, young families and children's pastor's report, finance (including F&GP report), and safeguarding. The PCC vision day scheduled for September 2022 was postponed until most members could be present.

Those who served on the PCC during 2022 were:

Rev Dr Andrew Angel (chair)
Mrs Linda Porter (Safeguarding Officer)
Miss Sue Gumbrell (Deanery Synod)
Mr Ian Porter (Churchwarden until APCM 2022 and church Treasurer)
Mrs Celia Davis (Churchwarden and Deanery Synod)
Miss Amanda Hanlon (Churchwarden from APCM and Deanery Synod)
Mr Guy Fortescue
Mrs Amanda Anstee
Dr Janet Davies
Mr Howard Hitchman (until June 2022)

Standing Committee

The Standing committee is available to transact urgent business between PCC meetings. It included the Vicar, the Church Wardens, and the Parish Treasurer.

Finance and General Purposes Committee

The F&GP is a sub–committee of the PCC, meeting between PCC meetings to oversee the practical administration of the church premises, and to keep a watching eye on the finances of St Andrew's. The F&GP also scrutinizes the various drafts of the budget at its September, October, and November meetings before they go to the PCC. During 2022, the F&GP met seven times in the year to deal with the finances and building management of St Andrew's, reporting back to the PCC, where the necessary decisions were made on particular issues.

Fabric, Goods and Ornaments

All the normal services (gas, fire alarms, gas boilers, fire extinguishers, PAT testing) were carried out. Routine maintenance was mainly carried out by Kevin Johnson, the caretaker, and included the redecoration of the Youth Centre. Plumbers and electricians were called in when necessary. No major work was carried out during 2022. The church was still not in a financial position to hire a new Site Co-ordinator, so the role was mainly covered by the Caretaker, a volunteer bookings secretary (originally Clive and Julie Burgess and latterly Mandy Hanlon), a volunteer bookings invoice administrator (Clive and Julie Burgess) and the churchwardens.

Safeguarding

During 2022, St Andrew's Church remained fully committed to the safeguarding, care, and nurture of everyone within our church community. St Andrew's continued to operate according to the policies laid out in the diocesan Simple Quality Protects (SQP) programme and continued to be alerted to concerns and enabled the church to offer the safe welcoming environment, so much at the heart of our Christian faith. All concerns raised to the clergy and safeguarding officer during 2022 were dealt with confidentially, liaising with the diocesan safeguarding team in accordance with the SQP.

Deanery Synod

Chichester Diocese is divided into 21 deaneries (groups of parishes). Each deanery has its own Synod which is made up of the clergy of the area and lay members elected by each parish. In 2021 St Andrew's was entitled to four lay representatives who were Susan Gumbrell, Amanda Hanlon, Clive Burgess, and Celia Davis. Robert Monroe is Deanery Treasurer and Celia Davis is the Deanery Secretary.

The Synod usually meets three times a year, and the parishes in the deanery take turns in hosting the meeting. The year started off with a meeting in Hurstpierpoint with a presentation from Dan Jenkins, the Diocesan Youth Officer, who spoke of a three-stage model for growing your work. This started with outreach in schools, youth clubs, cafés etc., before moving on to a transition stage with discussion groups and then ended with discipleship – worship, Bible study, faith building and social action. In May there was a presentation from Helen James, the Diocesan Parish Advisor for Finance, Stewardship and Governance. She spoke on generous giving and ways to give to your church electronically.

The final session in the year was devoted to the proposed Deanery Mission Action Plan. The essence of the plan was to concentrate on collaboration between neighbouring parishes and the

sharing of resources. It was envisioned that the rural parishes would work with each other and, likewise, the urban churches would work together. One large ambition had already been achieved, an apostolic partnership had been set up between the Point Church (BMO) and St Edward's Burgess Hill. It was agreed that future November Synods would be used for reporting back on the progress of the MAP.

Every Autumn a finance meeting is held for all the treasurers, incumbents, and anyone else interested in Diocesan finances, parish shares and ministry costs. Information was given at the meeting in October on the diocesan draft budget for 2023. The chair of the Diocesan Board of Finance explained that £13.5m of the Diocesan budget for 2022 had been covered by pledges from the parishes. 80% of the Diocesan budget is spent on parish ministry and the Diocese's aim is not to cut drastically into clergy posts. They were budgeting for a much smaller deficit in 2023. Deaneries are also responsible for collecting the money pledges from the local parishes to cover their parish ministry costs (i.e., for clergy stipends, pensions, and housing; for training costs; for diocesan church house; national church responsibilities). Clergy fees from weddings and funerals also go into this joint deanery pot. In 2022 Hurst Deanery was able to cover 90.6% of their costs.

Electoral Roll
At the end of December 2022 there were 154 on the church electoral roll, as compared with 172 in December 2021, 173 in 2020 and 176 in 2019.

Financial Review

During what has been another challenging year following the Covid 19 pandemic, the PCC is most thankful for the continuing financial support of St Andrew's congregation.

Voluntary Income total overall in 2022 was 7K higher than 2021, (£149K 2022/£142K 2021) mainly due to £6K of legacies bequeathed to the church, and a £8.5K Grant towards 2023 heating costs. Planned giving was down on the previous year, although we did see some donors increase their giving to the general fund once the Re-Ordering Fund was fully funded. Hall income continued to recover. This, along with additional rental income, increased Wedding & Funeral Income, and pledging 20K less for our Diocese Parish Contribution in 2022 (based on 2022 budget expected deficit at the time) and a small reduction in expenditure, meant the overall result for 2022 was a surplus.

The total net result across all funds for the financial year of 2022 was a surplus of £41,814 (deficit of £3,255 in 2021) excluding the book revaluation of the property at 9 Pendean.

This can be broken down as £13,844 surplus from the unrestricted funds (excluding designated funds), so our day-to-day fund, £16,736 surplus from the designated funds (as we set aside money for expected costs) and £11,234 surplus from the restricted funds (grant income for 2023 costs & final re-ordering giving).

The main movements on the designated funds resulting in the £16,736 surplus were 6K of legacy income set aside for specific projects in 2023 & 11K of transfers to the Repairs fund to cover quoted work still to be completed (emergency lighting, boiler house roof repair, & Youth Centre

boiler repair) and funds to cover the overdue quinquennial review (delayed due to Covid) & required electrical safety checks.

The main movements on the restricted funds resulting in the £11,234 surplus were 3K of income to complete the Re-Ordering Fund in early 22, and the 8.5K grant from the Diocese towards 2023 energy costs mentioned above. This will be released to offset our energy bills in 2023.

Details of the individual movements for both designated and restricted funds can be found in the financial statements.

The total incoming resources for the unrestricted funds was £203,400 (£178,284 in 2021), an increase of £25,116 and was made up mainly from 6K of legacy's bequeathed, 6K increase in giving (mainly as a result of donors moving giving from the completed Re-Ordering (Restricted) Fund to the General Fund and the associated Gift Aid), 5K increase continuing the recovery of church hire for concerts & hall hire following the pandemic, 2.6K increased wedding & funeral income & 5K increased rental on 9 Pendean (12 months rental in 22 against 9 months in 21). Although this rental income has helped considerably in 2022, the Church Commissioners are redeeming the equity loan for its share of the property, so it will likely need be sold in 2023, so there will be limited further revenue from it.

The voluntary income to the restricted funds was £27,681 (£32,265 in 2021) including the £8.5K Grant towards 2023 heating costs, and 10K of Away Giving collections (Missions & Charity Fund). The balance remaining on the restricted Youth Fund at 31st December 2022 was £8,609. A further £20,301 of unrestricted funds have been designated to a Youth Fund by the PCC for the continuation of this important ministry. We have budgeted to spend a combined total of 21K from these two funds in 2023.

In 2022 the reordering fund received a further £3,057 in donations including Gift Aid (£18,631 in 2021). This brought the restricted cash balances held for this project to a level sufficient to meet all loan repayments, subsequently during 2022 the remaining loans of £70K were repaid in full.

Gift aid continues to be recovered on all donations where applicable. Tax recovered by way of gift aid for 2022 was £22,287 (£25,118 in 2021). The Small Donations Gift Aid allowance is also claimed where possible for cash collections and electronic card donations payments where applicable.

The PCC gratefully acknowledges the Highmead Christian Foundation's continued generosity in making available the house which it owns at 10, The Nursery, Burgess Hill to the Youth Pastor and his family.

The largest expenditure of the PCC was the sum of £56,975 (£74,300 in 2021) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend, and pension costs of the incumbent and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. In 2022 based on the projected budget deficit at the time the church could not commit to meet 100% of its allocated costs and pledged £20K under the allocation. For

2023, following the reduction of income from 9 Pendean rental and the increase in energy bills, and a full review of the 2023 budget, an agreement has been reached with the Diocese to again reduce the pledged amount by £20,000. However, as a result of the General Fund surplus in 2022 (exc designated) of £13,844, the PCC have pledged 50% of this surplus (£6,922) to be paid in addition to its existing pledge in 2023.

The second largest item of expenditure in 2022 was the overall contracted Staff costs of £56,828 (£51,876 for 2021). As at 31st December the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Caretaker, a part time Cleaner and a part time Worship Pastor (a total full time equivalent head count of 2.5). Additionally, vergers were paid for weddings & funerals on an ad-hoc basis.

Property expenses of £17,400 in 2022 (£20,161 in 2021) included the rental share payable for 9 Pendean to the Church Commissioners of £6,194.

The PCC donated £10,185 (£11,853 in 2021) in missionary and charitable giving. The total amount for 2022 was monies taken at special collections and individual ad-hoc donations for the charities supported by the church. Given the impact of the church's current finances the PCC decided not to top this up to 10% of the churches donations and no further amount was donated from Church funds.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets), which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The general, unrestricted, cash reserve at 31st December 2022 was £75,051 (£61,208 in 2021). This is sufficient to cover the three months unrestricted payments which averaged £43,809 for 2022 (excluding expenditure from designated funds). We expect to have sufficient cash flow to continue to pay bills as they fall due.

Details of the balances and purposes of the various Designated and Restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits so as to maximise interest whilst protecting the sums involved. Not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2022 the PCC held accounts with the Church of England CBF, Virgin Money, and the Mansfield Building Society in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Signed on behalf of the PCC

Celia Davis (Chair)……Celia Davis……Date 23rd April 2023

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2022

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2022	FUNDS 2021
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	121,711	27,543		**149,254**	142,036
Trading Activities for generating funds	2b	51,781	22		**51,803**	46,738
Income from investments	2c	690	116		**806**	355
Church activities	2d1	2,235			**2,235**	2,292
Charitable Activities	2d2	6,081			**6,081**	3,461
Other incoming resources	2e	20,902			**20,902**	16,105
Total incoming resources		**203,400**	**27,681**		**231,081**	210,987
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	140,976	16,447		**157,423**	181,622
Other Trading Activities	3c2	31,844			**31,844**	32,620
Governance Costs	3d					
Total resources expended		**172,820**	**16,447**		**189,267**	214,242
Net incoming/(outgoing) resources		**30,580**	**11,234**		**41,814**	-3,255
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5	142,053			**142,053**	
Gains/(losses) on investment assets	6					
Net movement in funds		**172,633**	**11,234**		**183,867**	-3,255
Total funds brought forward at 1 January 2022		735,550	16,160		**751,710**	754,964
Total funds carried forward at 31 December 2022		**908,183**	**27,394**		**935,577**	751,709

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2022	2021
			£	£
Fixed assets				
Tangible fixed assets	5		**990,000**	760,000
Investments	6			
Total fixed assets			**990,000**	760,000
Current assets	7			
Stock				
Short term deposits		**73,711**		99,961
Cash at bank and in hand		**85,358**		83,612
Debtors	8	**2,507**		6,552
		161,576		190,125
Creditors: amounts falling due within one year	9	**-215,999**		-6,048
Net current assets			**-54,423**	184,077
Total assets less current liabilities			**935,577**	944,077
Creditors: amounts falling due after one year	9			-192,368
NET ASSETS			**935,577**	751,709
Funds	7			
Endowment funds	10			
Restricted funds	10		**27,394**	16,160
Unrestricted funds	10		**908,183**	735,549
			935,577	751,709

Approved by the Parochial Church Council on 22/ 01 / 2023 and signed on its behalf

Revd Dr Andrew Angel - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2022 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	73,401	3,555		**76,956**	80,283
	Other Planned Giving (no tax refunds)	8,039	750		**8,789**	7,730
	Collections at all services	7,676	2,360		**10,036**	15,078
	All other giving	5,883	7,230		**13,113**	10,641
	Special Appeals		3,448		**3,448**	3,186
	Gift Aid recoverable	20,712	1,575		**22,287**	25,118
	Grants		8,625		**8,625**	
	Legacies	6,000			**6,000**	
		121,711	27,543		**149,254**	142,036
b	**Activities for generating funds**					
	Fund Raising Events	141	22		**163**	490
	Church Hire	6,758			**6,758**	3,485
	Halls Hire and Special Events in Halls	44,882			**44,882**	42,763
		51,781	22		**51,803**	46,738
c	**Investment income**					
	Interest on Bank Accounts	690	116		**806**	355
		690	116		**806**	355
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	307			**307**	1
	St Andrew's Afternoon Fellowship					
	Oasis					
	Activities for Youth	1,347			**1,347**	1,240
	The Venue					
	Holiday Club	290			**290**	
	Sunbeams & Tiddlywinks & Melody Makers					
	Men's Breakfasts					
	Bereavement Support Group					20
	Other Church Activities					50
	Tuesday Café	69			**69**	
	Café Catering					
	Catering					
	Income from Parish Office	222			**222**	981
		2,235			**2,235**	2,292
d2	Fees for weddings and funerals	6,081			**6,081**	3,461
e	**Other incoming resources**					
	Rental of 9 Pendean Property	20,902			**20,902**	16,105
		20,902			**20,902**	16,105
	Total incoming resources	203,400	27,681		**231,081**	210,987

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2022**	TOTAL RESTRICTED FUNDS 2021
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)			2,055.00	1,500.00				**3,555.00**	12,100.00
	Other Planned Giving (no tax refunds)			350.00	400.00				**750.00**	1,550.00
	Collections at all services	2,359.49							**2,359.49**	7,382.51
	All other giving	7,230.00							**7,230.00**	2,616.05
	Special Appeals				850.00		2,598.00		**3,448.00**	3,185.89
	Gift Aid recoverable	595.40		513.75	375.00		91.25		**1,575.40**	5,431.10
	Grants				8,625.00				**8,625.00**	
	Legacies									
		10,184.89		2,918.75	11,750.00		2,689.25		**27,542.89**	32,265.55
b	**Activities for generating funds**									
	Fund Raising Events			22.32					**22.32**	149.62
				22.32					**22.32**	149.62
c	**Investment income**									
	Interest on Bank Accounts			116.32					**116.32**	288.05
				116.32					**116.32**	288.05
d	**Income from Church Activities**									
e	**Other incoming resources**									
	Total incoming resources	10,184.89		3,057.39	11,750.00		2,689.25		**27,681.53**	32,703.22

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		7,477		**7,477**	8,124
	- Relief and Development agencies					
	Home Missions & other Church Societies		2,708		**2,708**	3,729
	Secular Charities					
			10,185		**10,185**	11,853
	Ministry costs:					
	Diocesan parish contribution	56,975			**56,975**	74,300
	Deanery Levy					
	Staff expenses	2,379			**2,379**	2,474
	Property Expenses	17,400			**17,400**	20,161
	Youth Pastor	19,899			**19,899**	19,314
	Youth Assistant					
	Church building costs:					
	Running expenses	8,878			**8,878**	5,813
	Major Repairs and Projects		3,006		**3,006**	
	Maintenance	195			**195**	2,344
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	38			**38**	4,086
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	2,812			**2,812**	2,088
	Director of Music and Musicians	5,655			**5,655**	3,764
	Youth Worker Expenses					
	Mission	300			**300**	160
	Training and education	177			**177**	36
	Bookstall and Chichester Magazine	172			**172**	220
	Activities for Youth	1,351			**1,351**	3,461
	Oasis					874
	St Andrew's Afternoon Fellowship					

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	**£**	£
	The Venue					62
	Holiday Club	1,331			**1,331**	
	Kidzone					
	Sunbeams & Tiddlywinks & Melody Makers					
	Ladies' Meals					
	Men's Breakfasts					99
	Bereavement Support Group					
	Other Church Activity Costs	196			**196**	
	Tuesday Café					
	Café Catering	291			**291**	
	Catering					
	Hardship Fund Payments Out		3,190		**3,190**	1,409
	Church administration:					
	Salaries	17,432			**17,432**	20,362
	Fees		66		**66**	96
	Printing, stationery, photocopying	3,076			**3,076**	3,051
	Other administration expenses	2,374			**2,374**	5,595
	Office equipment	45			**45**	
		140,976	16,447		**157,423**	181,622
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	29,624			**29,624**	21,857
	Maintenance	2,220			**2,220**	10,763
		31,844			**31,844**	32,620
		172,820	16,447		**189,267**	214,242
d	**Governance costs**					
**	Independent examination fee					
	Cost of annual accounts					
	Total resources expended	172,820	16,447		**189,267**	214,242

** No fees were paid for account preparation or independent examination.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2022**	TOTAL RESTRICTED FUNDS 2021
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	7,476.85							**7,476.85**	8,123.95
	- Relief and Development agencies									
	Home Missions & other Church Societies	2,708.04							**2,708.04**	3,728.77
	Secular Charities									
	Ministry Costs:									
	Youth Pastor									19,314.12
	Youth Assistant									
	Activities for Youth									164.14
	Activity Costs:									
	Holiday Club									
	Oasis									873.72
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						3,190.00		**3,190.00**	1,408.99
	Building Project Costs:									
	Miscellaneous Expenditure									
	Debit Interest on Loans									
	Fees			66.00					**66.00**	96.00
	Building Costs - Church									
	Major Repairs and Projects				3,006.63				**3,006.63**	
	Building Costs - Grounds									
		10,184.89		66.00	3,006.63		3,190.00		**16,447.52**	33,709.69
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	10,184.89		66.00	3,006.63		3,190.00		**16,447.52**	33,709.69
	Net Movement of Funds			2,991.39	8,743.37		-500.75		**11,234.01**	-1,006.47

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Caretaker, up to 2 part time cleaners and a part time Worship Pastor:

Staff Costs – Wages and Salaries £56,828 (£51,876 in 2021)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £809 in 2022 (£772 during 2021).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £19,899 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC.

Mrs Julia Brackenbury was employed as Parish Administrator from May 21. Mrs Brackenbury's salary and Employers Pension contributions amounted to £15,652 gross.

Mr Clive Burgess received £860 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £4,727.44, Environmental charges £1,156.97, Other (including Telephone and Travel) £2,024.67

Notes to the Financial Report

5 Tangible fixed assets

5	Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
	As at 1 January 2022	325,000.00	115,000.00	320,000.00		**760,000.00**
	Additions					
	Disposals					
	Revaluation			230,000.00		
	At 31 December 2022	325,000.00	115,000.00	550,000.00		**990,000.00**
	Depreciation					
	At 1 January 2022					
	Provided in the year					
	Disposals					
	At 31 December 2022					
	Net book amounts					
	At 31 December 2022	**325,000.00**	**115,000.00**	**550,000.00**		**990,000.00**
	At 31 December 2021	325,000.00	115,000.00	320,000.00		760,000.00

The property at 9 Pendean was revalued from £320,000 to £550,000 at the end of 2022 (based on an independent market valuation) in preparation for the likely sale of the property in 2023, revaluation amount £230,000. The equity loan on the property from the Church Commissioners has been correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2022 was £122,368 (38.239% of property value), revalution amount £87,946.50, closing loan value £210,314.50. Net revaluation amount (£230,000.00 – £87,946.50) was £142,053.50.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2022 £**	Total Funds 2021 £
Fixed assets for church use	990,000.00	0.00		**990,000.00**	760,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	46,438.57	27,272.38		**73,710.95**	99,961.65
Cash at Bank and in Hand	85,358.14	0.00		**85,358.14**	83,611.81
Debtors	2,385.43	121.64		**2,507.07**	6,551.82
Creditors: amounts falling due within one year	-215,999.22	0.00		**-215,999.22**	-6,047.69
Creditors: amounts falling due after one year	0.00	0.00		**0.00**	-192,368.00
	908,182.92	**27,394.02**	**0.00**	**935,576.94**	751,709.59

Notes to the Financial Report

8 Debtors

	2022	2021
	£	£
Gift Aid recoverable	**1,711.42**	5,561.19
Prepayments and accrued income		
Other debtors	**795.65**	990.63
	2,507.07	6,551.82

9 Creditors

(i) Amounts falling due within one year

	2022	2021
	£	£
Deferred income		
Accruals for utilities and other costs	**4,717.35**	1,114.65
Interest Free Loans < 1 Year		
CAF Bank Loan < 1 Year		
9 Pendean Equity Sharing Loan	**210,314.50**	
Other creditors	**967.37**	4,933.04
	215,999.22	6,047.69

The Church Commissioners want to redeem the equity loan on 9 Pendean during 2023, requiring the sale of the property, so the loan has moved from (ii) 'Amounts falling due after one year' in 2021 to (i) 'Amounts falling due within one year' in 2022.

(ii) Amounts falling due after one year

	2022	2021
	£	£
Interest Free Loans > 1 Year	**0.00**	70,000.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	122,368.00
	0.00	192,368.00

The PCC does not consider that it has any contingent liabilities

Summary of Reordering Loan Repayments 2021 to 31st December 2022	Balance 31.12.21	Annual Repayments	Loan Interest Paid	**Balance 31.12.22**
All loans are interest free	£	£	£	**£**
Both loans were repaid during 2022	70,000.00	70,000.00	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.239% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2022 as the equity loan will need to be repaid in 2023 (requirement from the Church Commissioners). No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre.

Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 22					**31st Dec 22**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	698,840.02	197,024.06	-172,357.42	142,053.50	-10,823.00	**854,737.16**
Designated Funds:						
Repairs Fund	13,981.00			10,823.00		**24,804.00**
Legacy Fund NEW	0.00	6,000.00				**6,000.00**
Men's Ministry Fund	658.33					**658.33**
Women's Ministry Fund	246.80					**246.80**
St A Aft Fellowship Fund	450.63				-450.63	**0.00**
Childrens Activities Fund	680.56			450.63		**1,131.19**
Bookstall	0.00	307.03	-171.57			**135.46**
Tuesday Café	56.91	68.95		43.00		**168.86**
Café Catering	334.21		-291.21		-43.00	**0.00**
Youth Pastor Leader Fund	20,301.12					**20,301.12**
	735,549.58	203,400.04	-172,820.20	153,370.13	-11,316.63	**908,182.92**
Restricted Funds						
Mission & Charity Fund	0.00	10,184.89	-10,184.89			**0.00**
Youth Fund	8,608.52					**8,608.52**
Reordering Fund	233.58	3,057.39	-66.00			**3,224.97**
Facilities Fund	2,513.98	11,750.00	-3,006.63			**11,257.35**
Church Activities R Fund	1,114.43					**1,114.43**
St A Hardship Fund	3,689.50	2,689.25	-3,190.00			**3,188.75**
	16,160.01	27,681.53	-16,447.52			**27,394.02**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	751,709.59	231,081.57	-189,267.72	153,370.13	-11,316.63	**935,576.94**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: In 2022 the PCC allocated £400 per month to this fund. At year end an additional £6,023 was allocated to the fund for specific items (Boiler House Roof Repair, Youth Centre Boiler, Emergency Lighting work) . The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The fund now stands at £24,804. During 2023 the delayed church Quinquennial is due, and the 5-year Fixed Electrical Installation Inspection is due (EICR certificate).

9 Pendean Repairs Fund: This fund is to meet the cost of maintaining 9 Pendean, a property which is owned by the PCC for the purpose of providing a dwelling for the Curate and his family. The property was let during 2021/22 which resulted in additional repairs/improvement costs. It is likely the property will be sold in 2023. The fund currently stands at zero.

Legacy Fund We received Unrestricted Legacies of £6,000 during 2022 which we added to this Designated Fund. This is to ensure they are used for specific projects to be determined, without being Restricted.

Men's Ministry Fund, Women's Ministry Fund, St Andrew's Afternoon Fellowship Fund, Sunbeams Fund, Bookstall Fund, Tuesday Café Fund and Café Catering Fund: These funds represent the operational balances from these church activities. As a number of these Ministries drew to a close the Fund Balances were reviewed in 2022. The Café Catering Fund balance of £43 was transferred to the Tuesday Café Fund. The St Andrew's Afternoon Fellowship Fund balance of £450 was transferred to the Sunbeams Fund, and the Sunbeams Fund was also renamed 'Childrens Activities' Designated Fund to better reflect the Fund objectives.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). We have not had to draw on the Designated Fund during 2022 but will need to in 2023 to cover any remaining salary costs not covered by the Restricted Youth Fund balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2022 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2022	**2021**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**1,285.27**	1,069.25
Off The Fence	**1,422.77**	1,715.52
Childrens Society	**0.00**	944.00
Overseas:		
TLA Charitable Trust (formerly Frontiers)	**0.00**	1,005.00
Church Mission Society (CMS)	**2,182.30**	2,297.50
Bible Society	**1,648.52**	1,422.50
Tear Fund	**1,350.51**	2,760.30
Ushaaqallah Benefit Society	**1,295.52**	638.65
SEAN International	**1,000.00**	0.00
GRAND TOTAL	**10,184.89**	11,852.72

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Youth Fund: This restricted fund is for monies donated for Youth Work. The original £45,000 Diocesan Grant has been allocated to this fund to meet salary costs together with a number of small donations. Additionally, a Grant of £2,500 from Kings Church was allocated in 2018 for assisting the schools work of which £1,174 remains. The final tranche of £10,000 from the Diocese Grant was received in 2020. Additionally, a very generous donation of £20,000 was received specifically for this fund to meet future salary needs. We have not had to draw on the Restricted Fund during 2022 but will need to in 2023. This Fund now stands at £8,608.52.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. This fund received income of £3,057.39 (principally from donations and related Gift Aid) in 2022. Expenditure incurred was £66, representing Bank fees. All outstanding bills owing and accrued have been paid. The Interest free Loan of £100,000 began term repayments over 5 years in 2020 and the second repayment of £20,000 was made in 2021, reducing the balance to £60,000. The remaining interest free loan of £10,000 was due to be repaid in full in 2024. Both loans were repaid in full early in 2022. The remaining Fund balance of £3,224.97 will be used for some outstanding re-ordering carpentry work to replace 2 kitchen hatches and for a new kitchen fire door.

Facilities Fund: This fund now holds a balance of £11,257.35, £8,625.00 grant received from the Diocese in Dec 22 towards Energy costs in 2023, £1,782.35 for future costs of new sound equipment, and £850 for Hall Decoration.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£986) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2022 were £3,190 while voluntary donations received were £2,689.25 (including Gift Aid) and the Fund stands at £3,188.75.

Independent Examiner's Report

to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Andrew's, Burgess Hill, on the annual report for the year ended 31st December 2022 set out on pages 1 to16

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 matter has come to my attention.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
   a. to keep accounting records in accordance with section 130 of the Charities Act; and
   b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature .....

Examiner's name *CAPITALS* MR GEOFFREY PERKINS

Date 21/2/2023

Relevant professional qualification(s) or body *if any* .....

Examiner's address 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW

Independent Examiner's Report to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2022

Section B	Disclosure
	Only complete if the examiner needs to highlight material problems *for example:* • accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; • any material expenditure or action which appears not to be in accordance with the trusts of the charity; • any failure to be provided with information and explanations by any past or present trustee, officer or employee; and • any material inconsistency between the accounts and the trustees' annual report.
Give here brief details of any items that the examiner wishes to disclose	

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2022

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2022	FUNDS 2021
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	121,711	27,543		**149,254**	142,036
Trading Activities for generating funds	2b	51,781	22		**51,803**	46,738
Income from investments	2c	690	116		**806**	355
Church activities	2d1	2,235			**2,235**	2,292
Charitable Activities	2d2	6,081			**6,081**	3,461
Other incoming resources	2e	20,902			**20,902**	16,105
Total incoming resources		**203,400**	**27,681**		**231,081**	210,987
Resources expended						
Costs of generating voluntary income	3a					
Fund-raising trading costs	3b					
Church charitable activities	3c1	140,976	16,447		**157,423**	181,622
Other Trading Activities	3c2	31,844			**31,844**	32,620
Governance Costs	3d					
Total resources expended		**172,820**	**16,447**		**189,267**	214,242
Net incoming/(outgoing) resources		**30,580**	**11,234**		**41,814**	-3,255
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5	142,053			**142,053**	
Gains/(losses) on investment assets	6					
Net movement in funds		**172,633**	**11,234**		**183,867**	-3,255
Total funds brought forward at 1 January 2022		735,550	16,160		**751,710**	754,964
Total funds carried forward at 31 December 2022		**908,183**	**27,394**		**935,577**	751,709

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2022	2021
			£	£
Fixed assets				
Tangible fixed assets	5		**990,000**	760,000
Investments	6			
Total fixed assets			**990,000**	760,000
Current assets	7			
Stock				
Short term deposits		**73,711**		99,961
Cash at bank and in hand		**85,358**		83,612
Debtors	8	**2,507**		6,552
		161,576		190,125
Creditors: amounts falling due within one year	9	**-215,999**		-6,048
Net current assets			**-54,423**	184,077
Total assets less current liabilities			**935,577**	944,077
Creditors: amounts falling due after one year	9			-192,368
NET ASSETS			**935,577**	751,709
Funds	7			
Endowment funds	10			
Restricted funds	10		**27,394**	16,160
Unrestricted funds	10		**908,183**	735,549
			935,577	751,709

Approved by the Parochial Church Council on 22/ 01 / 2023 and signed on its behalf

Revd Dr Andrew Angel - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation agreed with our Deanery. All payments due in 2022 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	£	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	73,401	3,555		**76,956**	80,283
	Other Planned Giving (no tax refunds)	8,039	750		**8,789**	7,730
	Collections at all services	7,676	2,360		**10,036**	15,078
	All other giving	5,883	7,230		**13,113**	10,641
	Special Appeals		3,448		**3,448**	3,186
	Gift Aid recoverable	20,712	1,575		**22,287**	25,118
	Grants		8,625		**8,625**	
	Legacies	6,000			**6,000**	
		121,711	27,543		**149,254**	142,036
b	**Activities for generating funds**					
	Fund Raising Events	141	22		**163**	490
	Church Hire	6,758			**6,758**	3,485
	Halls Hire and Special Events in Halls	44,882			**44,882**	42,763
		51,781	22		**51,803**	46,738
c	**Investment income**					
	Interest on Bank Accounts	690	116		**806**	355
		690	116		**806**	355
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	307			**307**	1
	St Andrew's Afternoon Fellowship					
	Oasis					
	Activities for Youth	1,347			**1,347**	1,240
	The Venue					
	Holiday Club	290			**290**	
	Sunbeams & Tiddlywinks & Melody Makers					
	Men's Breakfasts					
	Bereavement Support Group					20
	Other Church Activities					50
	Tuesday Café	69			**69**	
	Café Catering					
	Catering					
	Income from Parish Office	222			**222**	981
		2,235			**2,235**	2,292
d2	Fees for weddings and funerals	6,081			**6,081**	3,461
e	**Other incoming resources**					
	Rental of 9 Pendean Property	20,902			**20,902**	16,105
		20,902			**20,902**	16,105
	Total incoming resources	203,400	27,681		**231,081**	210,987

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2022**	TOTAL RESTRICTED FUNDS 2021
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)			2,055.00	1,500.00				**3,555.00**	12,100.00
	Other Planned Giving (no tax refunds)			350.00	400.00				**750.00**	1,550.00
	Collections at all services	2,359.49							**2,359.49**	7,382.51
	All other giving	7,230.00							**7,230.00**	2,616.05
	Special Appeals				850.00		2,598.00		**3,448.00**	3,185.89
	Gift Aid recoverable	595.40		513.75	375.00		91.25		**1,575.40**	5,431.10
	Grants				8,625.00				**8,625.00**	
	Legacies									
		10,184.89		2,918.75	11,750.00		2,689.25		**27,542.89**	32,265.55
b	**Activities for generating funds**									
	Fund Raising Events			22.32					**22.32**	149.62
				22.32					**22.32**	149.62
c	**Investment income**									
	Interest on Bank Accounts			116.32					**116.32**	288.05
				116.32					**116.32**	288.05
d	**Income from Church Activities**									
e	**Other incoming resources**									
	Total incoming resources	10,184.89		3,057.39	11,750.00		2,689.25		**27,681.53**	32,703.22

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		7,477		**7,477**	8,124
	- Relief and Development agencies					
	Home Missions & other Church Societies		2,708		**2,708**	3,729
	Secular Charities					
			10,185		**10,185**	11,853
	Ministry costs:					
	Diocesan parish contribution	56,975			**56,975**	74,300
	Deanery Levy					
	Staff expenses	2,379			**2,379**	2,474
	Property Expenses	17,400			**17,400**	20,161
	Youth Pastor	19,899			**19,899**	19,314
	Youth Assistant					
	Church building costs:					
	Running expenses	8,878			**8,878**	5,813
	Major Repairs and Projects		3,006		**3,006**	
	Maintenance	195			**195**	2,344
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard	38			**38**	4,086
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	2,812			**2,812**	2,088
	Director of Music and Musicians	5,655			**5,655**	3,764
	Youth Worker Expenses					
	Mission	300			**300**	160
	Training and education	177			**177**	36
	Bookstall and Chichester Magazine	172			**172**	220
	Activities for Youth	1,351			**1,351**	3,461
	Oasis					874
	St Andrew's Afternoon Fellowship					

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
		£	£	£	**£**	£
	The Venue					62
	Holiday Club	1,331			**1,331**	
	Kidzone					
	Sunbeams & Tiddlywinks & Melody Makers					
	Ladies' Meals					
	Men's Breakfasts					99
	Bereavement Support Group					
	Other Church Activity Costs	196			**196**	
	Tuesday Café					
	Café Catering	291			**291**	
	Catering					
	Hardship Fund Payments Out		3,190		**3,190**	1,409
	Church administration:					
	Salaries	17,432			**17,432**	20,362
	Fees		66		**66**	96
	Printing, stationery, photocopying	3,076			**3,076**	3,051
	Other administration expenses	2,374			**2,374**	5,595
	Office equipment	45			**45**	
		140,976	16,447		**157,423**	181,622
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Running expenses	29,624			**29,624**	21,857
	Maintenance	2,220			**2,220**	10,763
		31,844			**31,844**	32,620
		172,820	16,447		**189,267**	214,242
d	**Governance costs**					
**	Independent examination fee					
	Cost of annual accounts					
	Total resources expended	172,820	16,447		**189,267**	214,242

** No fees were paid for account preparation or independent examination.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2022**	TOTAL RESTRICTED FUNDS 2021
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	7,476.85							**7,476.85**	8,123.95
	- Relief and Development agencies									
	Home Missions & other Church Societies	2,708.04							**2,708.04**	3,728.77
	Secular Charities									
	Ministry Costs:									
	Youth Pastor									19,314.12
	Youth Assistant									
	Activities for Youth									164.14
	Activity Costs:									
	Holiday Club									
	Oasis									873.72
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						3,190.00		**3,190.00**	1,408.99
	Building Project Costs:									
	Miscellaneous Expenditure									
	Debit Interest on Loans									
	Fees			66.00					**66.00**	96.00
	Building Costs - Church									
	Major Repairs and Projects				3,006.63				**3,006.63**	
	Building Costs - Grounds									
		10,184.89		66.00	3,006.63		3,190.00		**16,447.52**	33,709.69
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	10,184.89		66.00	3,006.63		3,190.00		**16,447.52**	33,709.69
	Net Movement of Funds			2,991.39	8,743.37		-500.75		**11,234.01**	-1,006.47

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Caretaker, up to 2 part time cleaners and a part time Worship Pastor:

Staff Costs – Wages and Salaries £56,828 (£51,876 in 2021)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £809 in 2022 (£772 during 2021).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £19,899 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC.

Mrs Julia Brackenbury was employed as Parish Administrator from May 21. Mrs Brackenbury's salary and Employers Pension contributions amounted to £15,652 gross.

Mr Clive Burgess received £860 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £4,727.44, Environmental charges £1,156.97, Other (including Telephone and Travel) £2,024.67

Notes to the Financial Report

5 Tangible fixed assets

5	Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
	As at 1 January 2022	325,000.00	115,000.00	320,000.00		**760,000.00**
	Additions					
	Disposals					
	Revaluation			230,000.00		
	At 31 December 2022	325,000.00	115,000.00	550,000.00		**990,000.00**
	Depreciation					
	At 1 January 2022					
	Provided in the year					
	Disposals					
	At 31 December 2022					
	Net book amounts					
	At 31 December 2022	**325,000.00**	**115,000.00**	**550,000.00**		**990,000.00**
	At 31 December 2021	325,000.00	115,000.00	320,000.00		760,000.00

The property at 9 Pendean was revalued from £320,000 to £550,000 at the end of 2022 (based on an independent market valuation) in preparation for the likely sale of the property in 2023, revaluation amount £230,000. The equity loan on the property from the Church Commissioners has been correspondingly revalued to the relevant percentage (see Note 7 & 9(i)). Equity Loan amount book value at the beginning of 2022 was £122,368 (38.239% of property value), revalution amount £87,946.50, closing loan value £210,314.50. Net revaluation amount (£230,000.00 – £87,946.50) was £142,053.50.

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2022 £**	Total Funds 2021 £
Fixed assets for church use	990,000.00	0.00		**990,000.00**	760,000.00
Investment fixed assets	0.00	0.00		**0.00**	0.00
Current assets	0.00	0.00		**0.00**	0.00
Stock	0.00	0.00		**0.00**	0.00
Short Term Deposits	46,438.57	27,272.38		**73,710.95**	99,961.65
Cash at Bank and in Hand	85,358.14	0.00		**85,358.14**	83,611.81
Debtors	2,385.43	121.64		**2,507.07**	6,551.82
Creditors: amounts falling due within one year	-215,999.22	0.00		**-215,999.22**	-6,047.69
Creditors: amounts falling due after one year	0.00	0.00		**0.00**	-192,368.00
	908,182.92	**27,394.02**	**0.00**	**935,576.94**	751,709.59

Notes to the Financial Report

8 Debtors

	2022	2021
	£	£
Gift Aid recoverable	**1,711.42**	5,561.19
Prepayments and accrued income		
Other debtors	**795.65**	990.63
	2,507.07	6,551.82

9 Creditors

(i) Amounts falling due within one year

	2022	2021
	£	£
Deferred income		
Accruals for utilities and other costs	**4,717.35**	1,114.65
Interest Free Loans < 1 Year		
CAF Bank Loan < 1 Year		
9 Pendean Equity Sharing Loan	**210,314.50**	
Other creditors	**967.37**	4,933.04
	215,999.22	6,047.69

The Church Commissioners want to redeem the equity loan on 9 Pendean during 2023, requiring the sale of the property, so the loan has moved from (ii) 'Amounts falling due after one year' in 2021 to (i) 'Amounts falling due within one year' in 2022.

(ii) Amounts falling due after one year

	2022	2021
	£	£
Interest Free Loans > 1 Year	**0.00**	70,000.00
CAF Bank Loan > 1 Year	**0.00**	0.00
9 Pendean Equity Sharing Loan (2021)	**0.00**	122,368.00
	0.00	192,368.00

The PCC does not consider that it has any contingent liabilities

Summary of Reordering Loan Repayments 2021 to 31st December 2022	Balance 31.12.21	Annual Repayments	Loan Interest Paid	**Balance 31.12.22**
All loans are interest free	£	£	£	**£**
Both loans were repaid during 2022	70,000.00	70,000.00	0.00	0.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church in 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" could be made. This has been taken into account with Insurance agreements.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.239% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet. The property was revalued to market rate in 2022 as the equity loan will need to be repaid in 2023 (requirement from the Church Commissioners). No changes have been made to last years values of land and buildings and last years freehold values for the Rider Hall and Youth Centre.

Summary of all funds

	Bal b/fwd	Income	Expenditure	Transfers In (& Other Gains/Losses)	Transfers Out	**Bal c/fwd**
	1st Jan 22					**31st Dec 22**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	698,840.02	197,024.06	-172,357.42	142,053.50	-10,823.00	**854,737.16**
Designated Funds:						
Repairs Fund	13,981.00			10,823.00		**24,804.00**
Legacy Fund NEW	0.00	6,000.00				**6,000.00**
Men's Ministry Fund	658.33					**658.33**
Women's Ministry Fund	246.80					**246.80**
St A Aft Fellowship Fund	450.63				-450.63	**0.00**
Childrens Activities Fund	680.56			450.63		**1,131.19**
Bookstall	0.00	307.03	-171.57			**135.46**
Tuesday Café	56.91	68.95		43.00		**168.86**
Café Catering	334.21		-291.21		-43.00	**0.00**
Youth Pastor Leader Fund	20,301.12					**20,301.12**
	735,549.58	203,400.04	-172,820.20	153,370.13	-11,316.63	**908,182.92**
Restricted Funds						
Mission & Charity Fund	0.00	10,184.89	-10,184.89			**0.00**
Youth Fund	8,608.52					**8,608.52**
Reordering Fund	233.58	3,057.39	-66.00			**3,224.97**
Facilities Fund	2,513.98	11,750.00	-3,006.63			**11,257.35**
Church Activities R Fund	1,114.43					**1,114.43**
St A Hardship Fund	3,689.50	2,689.25	-3,190.00			**3,188.75**
	16,160.01	27,681.53	-16,447.52			**27,394.02**
Endowment Funds						
	0.00	0.00	0.00	0.00	0.00	**0.00**
Total funds	751,709.59	231,081.57	-189,267.72	153,370.13	-11,316.63	**935,576.94**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Repairs Fund: In 2022 the PCC allocated £400 per month to this fund. At year end an additional £6,023 was allocated to the fund for specific items (Boiler House Roof Repair, Youth Centre Boiler, Emergency Lighting work) . The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The fund now stands at £24,804. During 2023 the delayed church Quinquennial is due, and the 5-year Fixed Electrical Installation Inspection is due (EICR certificate).

9 Pendean Repairs Fund: This fund is to meet the cost of maintaining 9 Pendean, a property which is owned by the PCC for the purpose of providing a dwelling for the Curate and his family. The property was let during 2021/22 which resulted in additional repairs/improvement costs. It is likely the property will be sold in 2023. The fund currently stands at zero.

Legacy Fund We received Unrestricted Legacies of £6,000 during 2022 which we added to this Designated Fund. This is to ensure they are used for specific projects to be determined, without being Restricted.

Men's Ministry Fund, Women's Ministry Fund, St Andrew's Afternoon Fellowship Fund, Sunbeams Fund, Bookstall Fund, Tuesday Café Fund and Café Catering Fund: These funds represent the operational balances from these church activities. As a number of these Ministries drew to a close the Fund Balances were reviewed in 2022. The Café Catering Fund balance of £43 was transferred to the Tuesday Café Fund. The St Andrew's Afternoon Fellowship Fund balance of £450 was transferred to the Sunbeams Fund, and the Sunbeams Fund was also renamed 'Childrens Activities' Designated Fund to better reflect the Fund objectives.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). We have not had to draw on the Designated Fund during 2022 but will need to in 2023 to cover any remaining salary costs not covered by the Restricted Youth Fund balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2022 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2022	**2021**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**1,285.27**	1,069.25
Off The Fence	**1,422.77**	1,715.52
Childrens Society	**0.00**	944.00
Overseas:		
TLA Charitable Trust (formerly Frontiers)	**0.00**	1,005.00
Church Mission Society (CMS)	**2,182.30**	2,297.50
Bible Society	**1,648.52**	1,422.50
Tear Fund	**1,350.51**	2,760.30
Ushaaqallah Benefit Society	**1,295.52**	638.65
SEAN International	**1,000.00**	0.00
GRAND TOTAL	**10,184.89**	11,852.72

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Youth Fund: This restricted fund is for monies donated for Youth Work. The original £45,000 Diocesan Grant has been allocated to this fund to meet salary costs together with a number of small donations. Additionally, a Grant of £2,500 from Kings Church was allocated in 2018 for assisting the schools work of which £1,174 remains. The final tranche of £10,000 from the Diocese Grant was received in 2020. Additionally, a very generous donation of £20,000 was received specifically for this fund to meet future salary needs. We have not had to draw on the Restricted Fund during 2022 but will need to in 2023. This Fund now stands at £8,608.52.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. This fund received income of £3,057.39 (principally from donations and related Gift Aid) in 2022. Expenditure incurred was £66, representing Bank fees. All outstanding bills owing and accrued have been paid. The Interest free Loan of £100,000 began term repayments over 5 years in 2020 and the second repayment of £20,000 was made in 2021, reducing the balance to £60,000. The remaining interest free loan of £10,000 was due to be repaid in full in 2024. Both loans were repaid in full early in 2022. The remaining Fund balance of £3,224.97 will be used for some outstanding re-ordering carpentry work to replace 2 kitchen hatches and for a new kitchen fire door.

Facilities Fund: This fund now holds a balance of £11,257.35, £8,625.00 grant received from the Diocese in Dec 22 towards Energy costs in 2023, £1,782.35 for future costs of new sound equipment, and £850 for Hall Decoration.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£986) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2022 were £3,190 while voluntary donations received were £2,689.25 (including Gift Aid) and the Fund stands at £3,188.75.

Independent Examiner's Report

to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Andrew's, Burgess Hill, on the annual report for the year ended 31st December 2022 set out on pages 1 to16

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 matter has come to my attention.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
   a. to keep accounting records in accordance with section 130 of the Charities Act; and
   b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature .....

Examiner's name *CAPITALS* MR GEOFFREY PERKINS

Date 21/2/2023

Relevant professional qualification(s) or body *if any* .....

Examiner's address 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW

Independent Examiner's Report to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2022

Section B	Disclosure
	Only complete if the examiner needs to highlight material problems *for example:* • accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; • any material expenditure or action which appears not to be in accordance with the trusts of the charity; • any failure to be provided with information and explanations by any past or present trustee, officer or employee; and • any material inconsistency between the accounts and the trustees' annual report.
Give here brief details of any items that the examiner wishes to disclose	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2021

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd Dr Andrew Angel, 2 Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Mr Geoffrey Perkins, 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council in 2021.

Mission Statement

The primary objective of St Andrew's Church is promoting the whole mission of the Church, in the ecclesiastical parish of St Andrew's. The PCC has the responsibility of co-operating with the incumbent, in promoting this objective.

Achievements and Performance

St Andrew's Church understands the whole mission of the church as presented in the Bible and received by the Anglican Communion. For convenience, the vicar and the PCC understand this mission as comprising three broad areas: (1) mission and evangelism; (2) discipleship and pastoral care; and (3) worship, teaching and prayer. These areas are facilitated by the ministries of oversight (or governance) and administration.

Mission and Evangelism

St Andrew's Church has a broad understanding of mission which includes evangelism, serving the community and providing for the poor and those in other kinds of need. Most of this mission and evangelism is focussed inside the parish of St Andrew (Burgess Hill) and the surrounding area, but St Andrew's Church also supports mission elsewhere in the United Kingdom and the wider world.

At their 2018 vision day, the PCC recognised that alongside its many strengths, St Andrew's Church needed to grow stronger in the area of evangelism. In our teaching and life of worship, there was a focus on growing our confidence in evangelism during 2019. There was an intention to build on this in 2020 in our evangelistic activities. Responding responsibly to the coronavirus pandemic throughout 2020 and 2021 involved suspending some of our evangelistic activities as they involved meeting in person and catering. However, at the same time, some homegroups became more open to welcoming and nurturing new Christians in faith which culture change has proven to be key to the growth of the new Christians during the pandemic.

In common with all other aspects of the life of the church, 2021 was a year in which the mission and evangelism of the church were disrupted but grew in some surprising ways – not least in the mission to young people in the Hub schools work.

Alpha

Leader: Andy Angel (vicar).

Although the intention remains to offer back–to–back Alpha courses (as in 2019, so that those who want to explore faith, or undertake baptism or confirmation preparation do not have to wait until January each year), there was only one Alpha course during 2021 which ran between January and March for six participants. The course ran on Zoom. Most of these were taking the course to explore faith or to begin to get a grounding in Christian discipleship as people who had recently made a faith commitment or having recently come back to faith. One was taking the course to revisit the basics of the faith. Four of the attendees now attend St Andrew's worship and/or a homegroup regularly, one has joined a church close to where they live in East Sussex and one remains thinking through the faith.

Confirmation, Baptism and Thanksgiving Preparation and Services

Leader: Andy Angel (vicar).

Following the changes made to preparation of candidates (or their parents or grandparents) for services of baptism and confirmation during 2019, the preparation offered to candidates was the Alpha course. In the Church of England, preparation of candidates is required if they are of an age

to understand and of their parents and godparents if a child who is not of an age to understand is being brought for baptism. In line with the example of Jesus and the teaching of the New Testament, the tradition of the Church expects those who are baptised to be regular worshippers and to grow through Christian teaching at Sunday worship. After the January Alpha course, candidates came forward for baptism preparation (for their children) and a course was planned for September. Due to the vicar needing to take three and a half weeks off work in September, the Alpha course for baptism preparation was postponed until January 2022. As a result, there were no baptisms in 2021. Nor were there any thanksgiving services.

The vicar led a short (four session) confirmation course to prepare candidates for confirmation all of whom had previously completed an Alpha course and simply needed to think through the vows that they were making for themselves and what the implications were for living the rest of their lives. All four candidates who took the course were confirmed in St Andrew's by the Bishop of Horsham on 24 November 2021. As a result of the beautiful nature of the service, two further candidates for confirmation came forward that evening for confirmation in 2022.

Youth and Children's Mission

St Andrew's Church has and leads a number of ministries to children and young people in the parish and more widely in Burgess Hill. Some of these are based on the church premises and others are off site. Although there are no Church of England schools in the parish, St Andrew's Church has developed excellent relationships with the two non–faith primary schools in the parish, and with the three secondary schools in Burgess Hill: St Paul's Catholic College (Roman Catholic), the Burgess Hill Academy (non–faith) and Burgess Hill Girls (non–faith). The Hub team continued to offer support in local secondary schools. The church has also been trying to develop a Christian presence in the St Andrew's Pre-School.

During 2021, certain ministries were suspended. Due to team leaders moving on in ministry (the youth pastor and the curate) and the children's team working at overstretch as team members stood down, there was no Pancake Party, Light in the Night for children and young families or Holiday Club. Due to the pandemic, St Andrew's was unable to host the annual diocesan Mini May Camp in November.

Secondary Schools

Leaders: Mark Edwards (Youth Evangelist and Discipler); Andy Angel (vicar).

Most of the work in secondary schools is undertaken by The Hub team (a team of youth pastors and other volunteers from St Andrew's Church, Centre Church, The King's Church, The Point, Haywards Heath Methodist Church and All Saints Church, Danehill). During 2021, the youth workers of Haywards Heath Methodist Church and All Saints Church, Danehill joined the Hub team. A new youth worker joined the team from the King's Church. Day to day the Hub team was led by the Youth Evangelist and Discipler who also oversaw the ministry of the team under the oversight of the vicar. The Hub team started to meet monthly for training sessions in 2021 (changed from the six times a year it met for training prior to the pandemic). The Youth Evangelist and Discipler invited outside speakers to lead some training sessions. The Youth Evangelist and Discipler also mentored members of the Hub team (some weekly, others fortnightly) in order to help them grow in competence and confidence.

The partnership with each of the schools has been established on the basis of conversation with the school leadership. The vicar and the previous youth pastor (prior to 2019) visited each school Head and explained that as churches we want to win people to faith in Jesus Christ as Lord and Saviour and to serve the local community. Activities undertaken in each school

are agreed with the leadership of each school individually, and the safeguarding procedures of the Diocese of Chichester and each individual school are followed in each partnership.

The vision of the Hub partnership has been for the network of youth pastors in Burgess Hill and the surrounding area to work in secondary schools (the nature of their work being agreed individually with each school) to establish relationships and (with the agreement of the schools) to invite young people to events where they might find faith in Jesus Christ as Lord and Saviour, and through their relationships with the youth pastors to enter the life of discipleship through joining a local church. From 2016 to 2020, the Hub team was engaged in building relationships with local schools – primarily the Burgess Hill Academy, Burgess Hill Girls and St Paul's Catholic College. During 2021, the Hub team established a relationship with Warden Park school. Also during 2021, the Hub team led its first events to which young people could be invited and where they might find faith in Jesus Christ. The first of these was the United event in July, where over two days young people came together for worship, teaching and various activities. Cumnor House School kindly gave their premises over for this free of charge and a very positive relationship was established with the school. Eighteen young people made a faith commitment and a number of young people were physically healed of illnesses. The second of these events (Reunited) took place at St Andrew's church in October, where young people came together for an evening event of worship, teaching and activities. At this event, twelve young people made a faith commitment. The Hub team committed to an annual cycle of three events: a two-day event in July (United) and two evening events (Reunited), one in the autumn and the other in the spring. As these events establish, the Hub team has moved from the first stage of the vision (establishing working relationships with secondary schools) onto the second stage of the vision (establishing a cycle of events where young people have the opportunity to find Christian faith) – with only the final stage of the vision remaining (establishing ways to enable young people to enter the life of discipleship in local churches).

Despite the COVID restrictions (and working within each school's safety regulations), the following work was undertaken in the individual schools during 2021:

Burgess Hill Girls: The Youth Evangelist and Discipler delivered elements of four sessions of the Youth Alpha course and delivered three sessions on apologetics with the Christian union. He has established a very good working relationship with the lead teacher in the school for the Christian Union. The vicar delivered teaching on Christian ethics in the area of human sexuality for year thirteen students as part of their Religious Education A level course, with the Youth Evangelist and Discipler. The vicar led and preached at the annual service of Nine Lessons and Carols which was recorded this year and sent out electronically to the school community.

St Paul's Catholic College: The Hub team delivered the Alpha course in partnership with the Religious Education department at the school to all year seven students. (During 2021, the Headmaster and chaplain invited the Hub team to do this on a yearly basis). On the "Holy Spirit day" (a day on which the Alpha course sessions on the Holy Spirit are delivered alongside time to pray for people taking the course), many prophetic words were given to students. Over the eleven weeks of the course, over thirty students made faith commitments. Also, the Youth Evangelist and Discipler formed a strong working relationship with the new chaplain at St Paul's. The Hub team continued to work very closely with the college in delivering assemblies (three assemblies were delivered by video) and weekly pastoral sessions were given to three students. The Hub team also delivered classes on spirituality and ethics for sixth formers. The chaplain of St Paul's visited the United event in July at Cumnor House School and was very excited by the

possibilities it offers for bringing young people to faith and growing them in faith. St Paul's school have given the Hub team permission to advertise United and Reunited events in the school.

Burgess Hill Academy: The Hub team delivered a coffee and croissant morning for staff to help boost morale post Covid. Three members of the Hub team started to deliver pastoral support for three hours each Wednesday morning to students whom the school identified as struggling. The school had identified over twenty students whom might benefit from this mentoring but the Hub team has only had capacity to mentor twelve students during 2021.

Warden Park School: The Hub team put on two "Grill a Christian" events (both of which were attended by over thirty young people) and then successfully launched a Christian union within the school.

Primary Schools

Leader: Andy Angel (vicar).

For reasons of the pandemic and necessary restrictions on who enters schools, the vicar led only one school assembly in 2021 at Manor Field for Remembrance. As in 2020, the vicar took RE lessons on Christmas in Manor Field. Conversations were had with both Manor Field and Birchwood Grove about bringing Carol services and Nativity plays to church. Manor Field very much wanted to do this but could not fit the parents who would want to come into church with the necessary restrictions in numbers required in the St Andrew's risk assessment. Birchwood Grove brought their carol services and nativity plays to church over four services.

In January, the vicar led a memorial service for the staff team of Manor Field school (and past members of staff) for a much-loved staff member who had died suddenly. The service was held over Zoom due to the pandemic and was very well attended and appreciated.

Pre–School

Leader: Janet Davies (Chair of Pre–School Committee)/Andy Angel (vicar).

As Chair of the Pre–school Committee, Janet Davies continues to represent the Pre–school on the PCC. She and the vicar had hoped to continue building relationships between the church and the Pre–school families and staff as in the past, e.g., through the Tuesday café and the Pre–School prayer meeting that they had started, but unfortunately, they have been unable to have any special services in church or social events due to covid restrictions. There were no assemblies or carol services for the Pre–School led by the church team in 2021.

Cafés and Community Outreach

In the last few years St Andrew's Church has offered a number of community focussed activities for local families which brought them onto the church premises. Some of these offered prayer and support to members of the community, some invitations to Christian events (like Christmas and Easter services, and Alpha), and others offered insights into and invitations to Christian faith. These included two toddler and baby groups, one weekly café, a men's breakfast, and a monthly men's pub night. During 2020, the teams for Sunbeams and Melody Makers had stepped down. On account of the restrictions required as a response to the pandemic, the Tuesday Morning café did not operate during 2021.

Men's Breakfast and Pub Night

Leader: Andy Sherlock

As with many things in the life of the church the Men's Ministry has been unable to serve the men of our church with the usual programme of men's breakfasts and Tuesday evenings in the Water Mill. In what turned out to be a premature trial a small group did meet in November to

consider a way forward, over a cooked breakfast of course! The small number present agreed that we should re-engage with the men's breakfasts and arrange for a speaker in the new year.

Relief of Poverty in the Local Community

During 2021, St Andrew's continued to grow the work of the Acts 4:35 team and the Hardship Fund which were set up in 2018. The purpose of both these initiatives was the relief of poverty.

Acts 4:35

***Advocates**: Mandy Anstee, Nicki Duckworth, Richard Garbutt and Robert Monroe.*

St Andrew's has a dedicated team of advocates that works with the Acts 435 scheme. This is a national scheme which can provide financial help to anyone in need. The advocates dealt with three cases last year, all of which were funded to the maximum allowed under Acts 4:35's rules (i.e., £150 for an individual item or £100 for anything else). Two of the three cases related to church members and their payments from Acts 4:35 were combined with payments from the Hardship Fund.

Hardship Fund

***Committee Members:** Mel Burgess, Mark Edwards, Amanda Hanlon, Nicola Reuter-Sinclair & Andrew Sherlock.*

St Andrew's also manages a hardship fund which is funded by donations from the congregation. The fund is managed by the Hardship Fund Committee and used to ensure that St Andrew's can offer financial assistance to people who are part of our church family. On behalf of St Andrew's the fund has carefully considered four requests for help this year and has been able to meet 100% of the requests. The advocates and hardship fund committee members treated all conversations in confidence and felt blessed to be able to serve in this way.

Support for Mission in the UK and Abroad

In addition to the work of homegroups in supporting mission agencies and ministries around the world, St Andrew's Church maintained its long–standing tradition of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are given below. These include both sums raised at the January 2021 Gift Day and on special collection Sundays.

A collection was taken for the ***Church Mission Society*** (which works in many areas of mission and evangelism around the world: https://churchmissionsociety.org/) in May and £2297.50 was given towards their work. A collection was taken for the ***Bible Society*** (which works to produce Bibles, Bible translations and Bible study materials around the world: https://www.biblesociety.org.uk/) in July and £1422.50 was given towards their work. A collection was taken for ***Tear Fund*** (which works for the relief of poverty around the world: https://www.tearfund.org/) in October and £2760.30 was given towards their work. A collection was taken for ***Off The Fence*** (which works with the homeless and abused in Sussex: https://www.offthefence.org.uk/) over the Christmas services in December and £1715.52 was given towards their work. A collection was taken for ***Chichester Diocesan Family Support Work*** (which works with vulnerable families in Sussex: https://www.familysupportwork.org/) over the Christmas services in December and £1069.25 was given towards their work. Money was collected for the ***Children's Society*** (which works to help children in need: https://www.childrenssociety.org.uk/) and £944 was given towards their work. This was the last collection to be taken for the Children's Society, following a discussion at the PCC in 2021 in response to an issue raised by a church member in 2020. The PCC decided that it ought to support only charities which clearly identified as Christian as many would support charities without a particular faith or worldview but only Christians were likely to support

Christian charities. Therefore, if Christians did not support Christian charities, they would be less able to undertake their ministries. A collection was taken for the ***TLA Charitable Trust*** (which spreads the gospel in the Muslim world) in March and £1005 was given towards their work. During 2021, the governing body of the *TLA Charitable Trust* made the decision to cease to operate as a charitable trust and instead continue the work of the *TLA Charitable Trust* through a newly formed Mutual Benefit Society – the Ushaaqallah Benefit Society. The sum of £638.65 was given to the Ushaaqallah Benefit Society in addition to the monies given to the *TLA Charitable Trust* noted above.

Discipleship and Pastoral Care

The ministry of pastoral care has been a hallmark of St Andrew's ministry over many years. Traditionally, given the number of regular and occasional worshippers, much of the day-to-day pastoral care has been undertaken by members of the congregation caring for each other. In 2020, when the first lockdown took place, the vicar and pastoral coordinator worked with the staff team to create a pastoral network so that members of the church community could support each other through the inevitable social isolation that would result from restrictions on freedom of movement made necessary by the spread of COVID19. The aim of the pastoral network was to prevent the coronavirus pandemic creating a social isolation problem. The network put everyone on the church database except business contacts (so those on the electoral roll plus anyone who attends St Andrew's or is on the fringe of the church) into a list which was divided into smaller units which someone was assigned to call regularly. Where homegroups existed, the homegroup became the pastoral unit and the leader was assigned to keep in touch with people. Where people were not in homegroups, a member of the staff team or a volunteer was assigned to ring the people on their list. During 2021, with three team members who had a pastoral list to call and with the general tiredness caused by the pandemic, the pastoral network grew weaker in places although it remained remarkably resilient in others. A good number of members of the congregation did an excellent job throughout 2021 in caring for members of the church family by keeping in touch by phone.

The pastoral coordinator continued to do much of the pastoral work at St Andrew's, under the oversight of the vicar, and with a network of people who helped. Clearly most of this work was done over the telephone or by digital communication on account of restrictions on visiting. Those home groups which kept meeting also undertook a great deal of the pastoral care for the congregation in their regular meetings, and through the various social media they used. A number of home groups continued to meet on Zoom, whilst some enjoyed meeting together when this was permitted. This sharing of the pastoral burden in this way continued to enable the vicar to focus his pastoral care on those with greatest need, particularly the dying. The vicar and the pastoral coordinator met weekly to try to ensure that church family members were receiving the pastoral care they needed – as far as this was practicable with the team available. Pastoral services, the preparation for them and the follow up after them, continued to support people at key points in life—particularly those who have been bereaved in 2021 and previously.

Pastoral Coordinator and Pastoral Team

Pastoral Coordinator: Howard Hitchman

In the last year, the whole country has continued to be affected by the pandemic, which has resulted in the ways in which pastoral support at St Andrew's can be provided at a time when such care is increasingly needed. However, during the year many of the restrictions imposed by

the government were relaxed which enabled members of the team to undertake visits to care homes and hospitals, subject to the requirements they laid down. Taking similar precautions, the pastoral team was able to recommence visits to people's homes and the provision of Home Communions. Much of our pastoral care continued to be via telephone calls, particularly with those who are more vulnerable.

Where appropriate and where people are qualified, members of the pastoral care team have communicated with families and helped them with difficult life decisions concerning care for relatives no longer able to look after themselves, supported them as they worked out care and support packages, and helped those who have moved into full time care with making the transition.

The pastoral care team has led the way in the provision of telephone calls, in particular to those who are living on their own and have encouraged church members to phone one another to keep in touch. In addition to the provision of formal pastoral support, there is a considerable amount of informal pastoral care within the St Andrew's church community built around longstanding friendships and relationships. Whilst it is difficult to provide exact figures, it is likely that at least 50 people receive regular pastoral contact with at least 20 people regularly providing such support.

Homegroups

Homegroups at St Andrew's went through some significant changes in 2021. The homegroup leaders met once during the year (on Zoom) with the vicar to share what had been happening in the groups during COVID. During 2021, some groups struggled to meet (Heather's Group; New Encounter 2) and others were unable to meet (Ferndale; Manor Road). Three homegroups closed: Chanctonbury Pilgrims, on account of the death of members; Encounter, on account of members moving away from the area; and New Encounter 3, as the leaders moved to a church with a children's worker and the remaining members joined other homegroups. Two new groups started: Vineyard started as The Branch homegroup divided on account of growing larger; the Youth Evangelist and Discipler set up a group for people in their twenties and thirties. Some homegroups have continued to open up to new members, particularly people recently come to faith, to nurture them in their new faith.

Reflections (met fortnightly [sometimes every three weeks] on Monday afternoon or evening)
Leaders: Don and Linda Gubbins.

This group has seven members, with an average of six attending each meeting. During the past two years they have put together a reflection on suffering through Christian eyes. This is available to anyone. During 2021 they have been studying the book of Romans, which has almost come to an end and are now preparing to look at *Jesus and His Earth*. They have looked at Living in Love and Faith and have made Ed Shaw's book *A short Christian Introduction to Purposeful Sexuality* available. One member of the group, Marlene, continued to make, prepare and send teddies to the charity (https://linktohope.co.uk/), in which she was greatly helped by Eunice who made teddies six at a time!!

Beta Path (met fortnightly on Tuesday evenings)
Leader: Sue Gumbrell. Host (including Zoom host): Mandy Anstee.

This group has six members who met to enjoy fellowship together while studying God's Word. They focused on a series of Psalms, used a Lent prayer diary to guide reflection and study, worked through a study guide on 1, 2 & 3 John, and began reading and discussing Ed Shaw's book

A short Christian Introduction to Purposeful Sexuality. Each meeting ended with prayer for ourselves, those we know and the wider world. We helped on the tombola and Fairtrade stall at the St Andrew's community event in November. As a result of the covid-19 pandemic at different times during the year we have met via Zoom, met outdoors, and met with some members indoors and the rest joining via Zoom.

Fabi and Hazel's Group (met fortnightly on Thursday mornings)
Leaders: Hazel Teather and Fabi Angel.
The group has four members, with one leaving during the year to join another group. They began with a short catch up over refreshments followed by Bible study and a time of prayer. The focus of the group is to grow in faith and develop a prayer life. They have only recently started meeting back regularly following Covid, inside and well-spaced as they have members who are mostly clinically vulnerable. A couple of meetings took place outside when possible.

Food and Fellowship (met on zoom and once at Christmas in person, but weekly during Lent)
Leader: Haydn Peers.
This group has eleven members. Sadly, during the year one member of our group died, John, and will of course be greatly missed. On a happier note, in late summer, the group welcomed two new members, who having attended the Alpha course made a decision to explore their faith in a deeper way. This means that the group now has eleven members all of whom attend the meetings. Covid has of course limited most of our activities to meeting by Zoom and the "food" part of our activity has had to take a back seat. This has been a great pity as during the meal part of our meetings some of the most interesting discussions take place. We have met (on Zoom) 19 times and once at Christmas in person. We meet on a monthly basis but during Lent we met weekly. We take turns, as far as domestic commitments allow at leading the group. Our activity consists of Bible study following various courses by the likes of Tom Wright. During 2021 we concluded with the last three studies of the book of James followed by 12 studies of The Pastoral Letters of Paul to Titus and Timothy. We then started a first for our group, an Old Testament study, Isaiah. This is a particularly long study which will take much of 2022 to complete.

Barnabas (met fortnightly on Wednesday evenings)
Leaders: Jean Lowes and Elaine Simmons.
The group has eleven members, with an average of eight meeting once a fortnight via Zoom. During 2021, they studied resurrection, living as people of the risen Lord. The group supported the Church Mission Society. They also supported Off The Fence at Christmas.

Skinners' Saints (met alternate Tuesdays at 7.30pm)
Leader: Steve Smyth
On average eight people attend this group. The purpose of this group is threefold: social, discussion (sometimes centred around Bible passages and sometimes based on study guides) and prayer. All meetings during 2021 were done remotely. Group membership during the pandemic increased as several people joined our group as their regular groups were not able to meet. Some members of the group have been very keen to return to meeting socially while others have preferred a more cautious approach by continuing with remote meetings.

The Branch and **Vineyard** (met weekly on Wednesday evenings)
Leader: Andy Sherlock (The Branch); Guy Fortescue (Vineyard).
The group has eleven members, with an average of nine attending each meeting. The Branch underwent a great change in the year and then began to settle down to study, mission and

fellowship again. Membership numbers had steadily grown and with the vicar's support the decision was taken to divide into two groups. The object of the division was to allow space for new members to join both groups as the Lord brings them to St Andrews or for whatever reason existing congregation members want to join a house group. During the pandemic all the meetings have been on Zoom and have taken one of two forms. Some evenings began with prayer followed by Bible study and closed with time for discussion and then prayer. On other evenings, time was spent sharing the events of members lives and talking about what God has done and where there were needs for prayer, people prayed for each other. Sadly, meals together, charity quizzes and Easter egg hunts had to be cancelled in 2020 but a great time was had gardening at the church during the summer. The group had a Facebook page where they shared prayer requests and supported each other throughout the day.

20s/30s (met weekly on Thursday evenings)
Leader: Mark Edwards.
This group has five members, with an average of four attending weekly. Over the last little while they have slowly been gathering some of the 20s/30s. They have done various activities such as Bible studies, outings to open mic nights to rap/sing the gospel publicly, deliberately visiting certain venues to sustain relationships with local business owners where there is already a relational foundation and staging 20s/30s social events.

Legacy (met weekly on Thursday evenings)
Leader: Mark Edwards.
This group has five members. Legacy continued to provide time and space each Thursday evening for our young people to come together and do Christian life. They meet to have fun, fellowship, and explore faith together. Over the last year they revisited some elements from the Youth Alpha material, tackled several sermon series from a youth perspective including topic specific sessions on identity, love, and the person of Jesus, as well as delivering an exegetical study through the book of Philippians. They have had guest speakers in from other churches and continue to encourage young people to be mission focused within their school context. Home visits and mentoring to young people is undertaken and pastoral support is always offered.

Other Fellowship Groups and Meetings
St Andrew's has traditionally hosted other fellowship groups and occasional meetings, in addition to the homegroups: notably Oasis and Afternoon Fellowship. Afternoon Fellowship did not meet in 2021, having closed down effectively in 2020. Oasis closed during 2021.

Oasis (met on the fourth Tuesday of every month)
Leaders: Pat Peers, Jenny Bennett and the Oasis committee.
OASIS was started in 2008 and was the brainchild of the late David McLarnon and his wife Sylvia. They saw the need for an organisation for anyone of any age with difficulties in their lives to have a place where they could go for a bit of pampering, education, and people to listen and share their experiences and difficulties with a caring environment. They agreed to meet once a month in the Rider Hall where a carefully chosen team would, because of their occupations and interests, be able to help. There would also be plenty of time to chat, and have some tea and homemade cake. Over the past 13 years they provided talks from many health and welfare organisations, visits to many gardens and garden centres and a vineyard, trips to the Ice Show and pantomimes, and an annual visit to a strawberry farm for a cream tea. They had craft and quiz afternoons, belly dancing afternoons and Christmas lunches. Meetings would end up with

our Thought for the Month. With great reluctance, the decision was made to close OASIS as the committee all felt after having not met during 2020 and with the continued disruption through COVID, they could no longer be responsible for the safe welfare and transport of their now very vulnerable members.

Pastoral Services and Ongoing Support

St Andrew's offers ministry to people living in the parish through the pastoral services (marriages and funeral services, interments of ashes and memorial services) at times of great joy and also times of grief. St Andrew's offers preparation and ongoing support to people who come to the church to get married and to say goodbye to loved ones who have died.

Marriages

Authorised ministers: Andy Angel (vicar), Sylvia McLarnon (minister with permission to officiate).
Four marriages were conducted at St Andrew's in 2021. Prior to all marriage services, the couples meet with the minister who will marry them to talk through what Christian marriage is about and couples are given space to work out whether they want to make the kind of commitments the Bible teaches people should make in marriage. Exploring Christian marriage offers the opportunity to explain what the Christian faith is about in a non–threatening way (as biblical teaching says marriage is for everyone, not just Christians, so you do not have to be a Christian to get married in church). The couple meet with the minister again to reflect on the things they explored in the first session and fix details for the marriage service. Couples are invited to church to hear their banns read, and where appropriate invited to church activities.

Funerals

Authorised ministers: Andy Angel (vicar), Rob Lowes (Reader), Sylvia McLarnon (minister with permission to officiate).
During 2021, ministers from St Andrew's conducted nine funerals in church, three funerals at crematoria. Prior to funeral services, clergy visited the families or nearest of kin of the deceased, spent time listening to them and offering them consolation, as well as organising the funeral service with them. Sometimes, there was a lot of communication (both offering comfort and organising the service) in between the initial visit and the funeral service. Mourners were always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Interments of Ashes

Authorised ministers: Andy Angel (vicar), Rob Lowes (Reader), Sylvia McLarnon (minister with permission to officiate).
During 2021, three services of the interment of ashes were conducted by ministers from St Andrew's. Where these services follow on from funeral services taken by ministers from St Andrew's, the family is contacted, and the service is arranged together. Where the funeral was taken by another church, ministers from St Andrew's visit the family in the same way as for funeral services. Mourners are always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Memorial Services

Authorised ministers: Andy Angel (vicar), Rob and Jean Lowes (bereavement team).
During 2021 one memorial service at St Andrew's took place. In November, St Andrew's hosted the yearly memorial service to which all who have been bereaved over the last year, and in recent years, are invited. In the context of worship, and after reading and preaching the Word,

the names of loved ones who have died were read out and members of the congregation were invited to come to the front to light a candle in memory of those they have lost. This was also live streamed, and resources were posted to those who were not able to physically join the service to enable them to participate.

Bereavement Café (met late morning for lunch on the third Thursday of each month)
Leaders and team: Jean and Rob Lowes, Howard Hitchman, Janet Milligan, Joyce Rider.
This group exists to support anyone who has been bereaved or has had any kind of loss, however recently or long ago. The mornings hosted provided a safe space for those who value talking to others in the same situation. Unfortunately, because of the Covid19 restrictions, these mornings had to be cancelled from March 2020 to July 2021. However, during that time, the team stayed connected by phone with people who regularly attended the bereavement café. They had their first in-person meeting on the third Thursday in August 2021, and everyone was pleased to be able to meet up in person again. In December, they enjoyed a Christmas meal at the Harvester in Haywards Heath. To keep as safe as possible, it was decided that at normal meetings, everyone would bring their own packed lunch and the café would provide hot drinks – which worked very well. The café welcomed a new member during lockdown.

Bereaved Men's Lunches (once a month on a Wednesday)
Leader: Rob Lowes.
During the times where the restrictions did not allow eating out, the group did not meet. However, once the restrictions were lifted, a group of five or six men started meeting again in the Oak Barn to have lunch, to support and encourage each other, and to enjoy a short discussion of topics of mutual interest, based on the Bible.

Training and development
As part of its wider ministry of growing disciples, St Andrew's offers placements to those who are in training for ministries of various kinds. During 2021, Mrs Diane Kutar completed her third year of training with St Mellitus College and left for a curacy. Peter Sutton completed his second year of training for ordination at St Mellitus College. Both ordinands were supervised by the vicar.

During 2020, the diocese of Chichester continued to roll out its initiative of bishop's **permission to preach (with training and supervision)**. Prior to this, only those who were ordained or who had undertaken reader training or other ministerial training approved by the diocese were permitted to preach in Church of England churches in the diocese. The permission to preach entails the vicar agreeing with the bishop a form of training and supervision for each person applying to preach. When such permission is granted, it gives someone permission to preach up to once per month. During 2021, the Bishop of Horsham granted Sue Gumbrell permission to preach. Andy Angel gave preaching supervision and guided study to Mark Edwards, Diane Kutar, and Peter Sutton.

Worship, Teaching and Prayer

Throughout 2021, services of worship continued. When the first lockdown finished in 2020, churches began to be allowed to take services in the building with smaller congregations subject to restrictions designed to limit the spread of COVID-19. Services continued like this throughout 2021, with people attending in person and online – as the PCC had committed to delivering worship both in-person and live-streamed wherever possible. When the lifting of restrictions allowed, most seating in the building was restored to its former rows with a seating area at the

back reserved for those who wanted to sit one metre socially distanced from others. Seasonal services were offered in residential homes where permitted. (For services with local schools, see the reports below).

Regular and seasonal worship in the church buildings

During 2021, there was a return to the more normal pattern of services at St Andrew's consisting of three Sunday services on a normal Sunday: the 9.00 am service of Holy Communion, the 11.00 am morning worship, and the 6.30 pm worship and teaching service. There was also a service of Holy Communion each Wednesday. These services were led by the vicar with volunteers for leading services, preaching, Bible readings, prayers, sound and audio–visual, leading sung worship, leading children's groups and (late in the year) refreshments. The two Sunday morning services took place in church and were livestreamed on Facebook. The Sunday evening services took place on Zoom. The Wednesday Holy Communion service took place in the building and was livestreamed on Facebook – except when the service was being led by someone who was unable to livestream the service as they led it, in the absence of the vicar. Various changes were made during the year to the seating for worship, to the requirements of mask-wearing and to the zoning of the building so that all could feel as safe and as free in the building as might be possible. Throughout the year all government and national church regulations were followed and implemented rigorously in order to keep people safe. Singing was re-introduced to worship as soon as was allowed and the congregations felt safe. (A note regarding attendance online below: Facebook figures reflect numbers of viewings in the 24 hour period following the service as many chose to worship at a time which fitted with their Sunday pattern; Zoom viewing figures are only of people who attended at the time as Zoom services were not recorded for later viewing online).

9.00 am Sunday Service of Holy Communion

As the restrictions imposed to keep people safe during the pandemic began to be relaxed, the pattern of worship became Holy Communion using the liturgy in Common Worship Order One with two hymns. The very reasonable nervousness of people about COVID-19 meant that more singing was not introduced during 2021 although there was a hope that there might be more hymns as soon as people felt safe enough to re-introduce them. A rough average of the attendance at this service was: 35 (in the building), 309 (on Facebook) and 344 (total).

11am Sunday Morning Worship

This weekly service of worship continued to be informal, following a pattern of opening prayers, worship songs, Bible readings, sermon, prayers (sometimes including times for the congregation to respond in prayers or activities), notices, closing sung worship and a blessing. Throughout 2021, the service ran both in-person in the church buildings and was livestreamed. During the year, the new contemporary worship pastor was contracted and began to lead the worship team for this service. While people were still nervous of coming to church in-person, there were some services on Zoom aimed at giving the younger children some more accessible worship. When people started to come back more to this service, the leaders of the children's groups met and decided that there were not enough to lead two groups as various children's leaders had stepped down during 2020. Therefore, the children's groups joined to become one children's group. There were no services of Holy Communion at this service during 2021 but the intention remained to re-introduce these as part of the induction of the new worship leading and service leading team. A rough average of the attendance at this service was: 34 (in the building), 151 (on Facebook) and 185 (total).

6.30 pm Sunday Worship and Teaching

This service ran via Zoom until August. It continued with its normal pattern of 20-25 minutes praise and worship followed by a quick break and then an hour of adult education style Bible teaching. During the term from January to Easter, there was a study on how to unpack the Bible. Reliable methods (tried and tested by the best of biblical interpretation internationally) were explored and tried out in particular biblical texts. In the term from Easter to the summer, there was a study on the book of Revelation. This was in response to misinterpretations of Revelation which were spreading, suggesting that the coronavirus vaccine was the mark of the Beast. The studies focussed on how to interpret the apocalyptic myth/imagery of Revelation responsibly, and on the actual historical context the book addressed. The average attendance at this service was 22 (via Zoom).

10.00 am Wednesday Service of Holy Communion

The service of Holy Communion on Wednesday mornings was informally formal, using the Common Worship Order One liturgy with something of a light touch. The sermons followed biblical books chosen by the congregation each term. Throughout 2021 (assuming the service leaders had the technical capacity), services were both in-person in the building and live-streamed. Towards the end of the year, when people began to feel safe again, coffee after the services and the much-missed fellowship after the service began again. A rough average of the attendance at this service was: 17 (in the building), 136 (on Facebook) and 153 (total).

Daily Morning and Evening Prayer

During the first lockdown, the decision was taken to stream morning and evening prayer each day as a way of keeping members of the congregation in touch with each other, not least as there were high levels of fear which worship might ease. This ministry was continued until the beginning of August 2021 when worship had begun to transfer safely back to the church building. A rough average of the attendance at each of the services was 54 (on Facebook).

Seasonal and Schools Services

The Ash Wednesday service of Holy Communion was celebrated during the 10am Wednesday morning Holy Communion service. However, Easter services were celebrated in church with live-streaming with a Maundy Thursday Communion, an All-Age Good Friday service, followed by an outreach event and the Hour at the Cross. On Easter Sunday, there was a service of Holy Communion and an all-age service celebrated in church and livestreamed. On Pentecost Sunday, we had our normal Sunday services.

Advent began as usual with the Toy Services on Advent Sunday when toys were collected at both morning services for Diocesan Family Support Work who give them to families in need as Christmas presents for their children. All this was done safely and in accordance with the government and national church COVID regulations. Special services took place throughout Advent and Christmas, including the Candles, Craft and Chocolate service (replacing Christingle after the PCC decision to cease supporting the Children's Society) and the service of Nine Lessons and Carols. On Christmas Eve we continued our tradition of a nativity with congregational participation at the Crib service and the First Communion of Christmas leading up to Midnight. On Christmas Day, we had our regular Christmas morning all–age worship.

Schools' services were limited to the Christmas services in 2021. Although they wanted to have their Christmas services in the church building, Manor Field were unable to do this as they had more people wanting to come to each service than our risk assessment could allow given the

ongoing risk of the spread of COVID-19. The Burgess Hill Girls' School recorded their service of Nine Lessons and Carols in order to mitigate the possibility of spreading COVID-19. Birchwood Grove held two nativity services and two carol services in church at which over one thousand people were present over the four services.

Carols services were also held in seven local residential and nursing homes, at which 129 people were present between the seven services.

The Church Flower Team

Team: Chris Cherry (leader), Rosie Elkins and Geraldine Davey.

Due to the continuing restrictions presented by the Covid Pandemic, the activities of the Flower Team have remained constrained. For both financial and human resource reasons, they adopted, during 2021, the use of artificial silk flowers for the sanctuary. These arrangements were adapted throughout the year to fit seasonal requirements. Sadly, they have lost two key members of their regular team during 2021. The remaining members, Rosie Elkins and Geraldine Davey, were able to assist Chris Cherry in arranging the flowers for the two weddings in church during the summer for which fresh wedding flower arrangements were requested.

Worship in the Community

Over the last five years, regular acts of worship have taken place in the community alongside those in the church buildings. These have included home communions, monthly services of Holy Communion in six residential and nursing homes, and seasonal services in residential and nursing homes. Whilst these were stopped by the lockdown in March 2020 and have been impeded by subsequent restrictions, in 2021 some of these services were resumed.

Home Communions

Coordinator: Francis Noel.

Prior to lockdown, a team of fourteen members of St Andrew's took services of Holy Communion (by extension) to people in their own homes when people are no longer able to attend services in the church buildings, or where illness temporarily prevents them from joining our regular acts of corporate worship. Home communions were suspended in March due to the Covid restrictions. Although the organised provision of home communion services did not take place during 2021, home communions were offered where pastoral visits were taking place and the person visiting had undertaken the necessary training as required by the diocese.

Nursing Home Services of Holy Communion

Coordinator: Francis Noel.

Prior to the lockdown in March 2020, St Andrew's had held services of Holy Communion (by extension) in six nursing and residential homes in Burgess Hill: Oak Lodge Nursing Home, Rookwood Care Home, Woodlands Nursing Home, Hilgay Care Home, Edward House and Firgrove Nursing Home – and two further homes had been interested in receiving this ministry, Marten House and Triple Trees. On lockdown, all homes were advised about how to access the virtual services. During 2021 St Andrew's held no services of Holy Communion in these homes.

Nursing Home Seasonal Services (Harvest and Christmas)

Coordinator: Amanda Anstee.

Our usual seasonal visits to local nursing homes were again disrupted during 2021, and so for Easter, Mandy Anstee provided the homes with hymn sheets to print out and a link to the Easter services being streamed by St Andrew's. Happily, the homes were able to welcome us back in at Christmas, and the vicar visited each one with two to four members of the congregation and

delivered a short service of Carols, readings, reflection, and prayer. This included our six usual homes – Woodlands, Rookwood, Oak Lodge, Firgrove, Hilgay and Marten House – plus a new addition, Triple Trees. The staff and residents had clearly missed our regular visits and it was a real blessing to be able to share our joy and hope in Jesus with them again.

Structure, governance, and management

In order to support these ministries and ensure that they run as smoothly as possible, St Andrew's has teams responsible for various aspects of administration and management. These are the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP) and, as legally required, the Standing Committee. As the PCC decided not to delegate business to the Standing Committee, the Standing Committee did not meet during 2021. However, the membership is listed below as the committee was formed by the PCC, as required in law. Although the PCC works with the vicar to oversee ministry and mission at St Andrew's, much of the day–to–day administration of the church is passed onto the church office. In conjunction with the church office, the wardens oversee various aspects of church administration. Although the vicar and the PCC, with the safeguarding officer, are ultimately responsible for safeguarding at St Andrew's, there is a separate safeguarding report below.

Parochial Church Council

Membership of the Parochial Church Council (PCC) is determined under the Church Representation Rules and consists of certain ex-officio members (the Vicar, the Curate and a representative of the lay readers licensed to officiate in the church), the Churchwardens and members of the Deanery, Diocesan or General Synods and up to 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The full PCC met eight times during the year, each time via Zoom. Standing items on the agenda at each meeting included: clergy reports, youth report, finance (including F&GP report), and safeguarding. Particular items which were addressed by the PCC during 2021 included the ongoing development of the youth strategy, the recruitment of a young families and children's pastor, the financial impact of the pandemic, the changes in the pattern of ministry due to the pandemic, and the recruitment and induction of the contemporary worship pastor and the parish administrator. The PCC vision day scheduled for September 2021 was cancelled on account of the vicar taking time off due to illness.

Those who served on the PCC during 2021 were:

Rev Dr Andrew Angel (chair)
Mrs Diane Kutar (PCC Secretary/Electoral roll officer from APCM until left June 2021)
Mr Bob Oliver (Treasurer until resignation, October 2021)
Mrs Linda Porter (Safeguarding Officer)
Miss Sue Gumbrell (Deanery Synod)
Mr Ian Porter (Churchwarden)
Mrs Celia Davis (Churchwarden from APCM)
Miss Amanda Hanlon (Deanery Synod)
Mr Guy Fortescue
Mr Ben Jones
Mrs Amanda Anstee (from APCM)
Dr Janet Davies (from APCM)
Mr Howard Hitchman (from APCM)

Standing Committee

The Standing committee is available to transact urgent business between PCC meetings. It currently includes the Vicar, the Churchwardens and the Parish Treasurer. The PCC did not delegate any business to the Standing Committee during 2021.

Finance and General Purposes Committee

The F&GP is a sub–committee of the PCC, meeting between PCC meetings in order to oversee the practical administration of the church premises, and to keep a watching eye on the finances of St Andrew's. The F&GP also scrutinizes the various drafts of the budget at its September, October and November meetings before they go to the PCC. During 2021, the F&GP met seven times in the year to deal with the finances and building management of St Andrew's, reporting back to the PCC where the necessary decisions were made on particular issues.

Fabric, Goods and Ornaments

The site was not as busy as in many previous years as 2021 was a year of COVID-19 and the beginnings of the recovery from the pandemic. All the normal services (gas, fire alarms, gas boilers, fire extinguishers, PAT testing) were carried out. Routine maintenance involved the installation of new downpipes on the Youth Centre and a repair of the roof over the Link building. The only major work during 2021 was the installation of new radiators in the Youth Centre, which were necessitated by the old system not being able to raise the temperature to the legal level for educational settings. So, this work was required so that the hall could be legally used by the Pre-School. In June the site co-ordinator was ordained and so left for her new ministry. Given the financial position of the church at this point, the role was reconfigured with a paid caretaker (eight hours a week), a volunteer halls bookings administrator and the wardens taking overall charge of oversight of the buildings. When this decision was taken by the PCC, the hope was that at some point in the future, the church would be in the financial position to hire another site coordinator.

Safeguarding

During 2021, St Andrew's Church remained fully committed to the safeguarding, care and nurture of everyone within our church community. St Andrew's continued to operate according to the policies laid out in the diocesan Simple Quality Protects (SQP) programme and continued to be alert to concerns, and enabled the church to offer the safe welcoming environment, so much at the heart of our Christian faith. All concerns raised to the clergy and safeguarding officer during 2021 were dealt with confidentially, liaising with the diocesan safeguarding team in accordance with the SQP.

Deanery Synod

Chichester Diocese is divided into 21 deaneries (groups of parishes). Each deanery has its own Synod which is made up of the clergy of the area and lay members elected by each parish. In 2021 St Andrew's was entitled to four lay representatives who were Susan Gumbrell, Amanda Hanlon, Clive Burgess, and Celia Davis. Robert Monroe is Deanery Treasurer and Celia Davis is the Deanery Secretary.

The Synod usually meets three times a year, and the parishes in the deanery take turns in hosting the meeting but because of the pandemic the first meeting in February was held via Zoom. At this meeting, the Rural Dean, the Revd Paul Doick, gave a presentation on "How Clergy Thrive". The General Synod had produced a report on this in 2019 suggesting new ways of

supporting the care and wellbeing of the clergy. Their main comment was that clergy were able to serve their congregations better when feeling loved and supported.

In June, Synod again met on Zoom. As the speaker for the evening was still on furlough, the meeting turned directly to business. Diocesan and General Synod elections were imminent, and members of the Deanery Synods would be voting for representatives for each. Hurst Deanery was entitled to four lay and three clergy representatives at Diocesan Synod. General Synod representatives were voted for at diocesan level.

Information was also given at this meeting on diocesan finances and deanery planning exercises. The Diocese was expecting a £2million deficit and was seeking financial sustainability by cutting costs and raising income to protect the number of clergy working in the Diocese. The main finding of a Hurst Deanery review in 2019 had been that the rural parishes should work in partnership and that the town ones should do the same. Deanery Synod voted to use a substantial amount of time to allow town and rural parishes to form a strategy to do this.

The Rural Dean spoke of the Living in Love and Faith initiative. The Church of England was asking every parish to engage, talk, reflect and pray on the issue of human sexuality before the General Synod discussed it in 2022. It was a very sensitive subject, and a course and the Learning Resource Hub, where everyone's point of view was expressed, were recommended. PCCs (Parochial Church Council) were asked to engage with the material and feed back to the Diocesan Synod.

At an extraordinary meeting in July, to which parish treasurers had been invited, the Deanery Treasurer gave a presentation on "Deanery Planning in the Diocese of Chichester". He emphasized the need for unity across the Diocese in repairing the diocesan finances and spoke of the Diocese's aspiration that the wealthier churches increased their parish share to more than 100% to support poorer parishes.

The final Synod of the year was held in Keymer church in November. Anna Glenton, an Anglican prison chaplain at Lewes spoke of the huge question hanging over all her work: in prison her congregation felt loved, welcomed, and respected but as Christians where would her congregation go when they left prison? In answer to this she spoke of the Welcome Directory – a website listing faith communities who would welcome ex-prisoners in their midst - and encouraged churches to sign up.

As well as being sources of information, Deaneries are also responsible for collecting the money pledges from the local parishes to cover their parish ministry costs (i.e., for clergy stipends, pensions, and housing; for training costs; for diocesan church house; national church responsibilities). Clergy fees from weddings and funerals also go into this joint deanery pot. In 2021 Hurst Deanery was able to cover 95% of their costs.

Electoral Roll

At the end of December 2021 there were 172 on the church electoral roll, as compared with 173 in 2020, 176 in 2019 and 152 in 2018.

Financial Review

During what has been another challenging year due to the ongoing Covid 19 pandemic, the PCC is most thankful for the continuing financial support of St Andrew's congregation. The restrictions imposed by the Government during the ongoing Coronavirus Pandemic have, as expected, had a further impact on the Church's finances this year. Although this continued to impact donations, the lifting of some restrictions brought a good recovery of hall income. This, along with additional

rental income and a small reduction in expenditure, meant the overall result for 2021 was a small deficit.

The total net deficit for the financial year of 2021 was £3,255 (surplus of £22,769 in 2020). This can be broken down as £2,248 deficit from the unrestricted funds and £1,007 from the restricted funds. The £2,248 unrestricted deficit is a £21k improvement on 2020 (£18,388 deficit in 2020). The £1,007 deficit on the restricted funds compares to a surplus of £41,157 in 2020, this difference on the restricted fund is expected as the reordering project nears its completion. Details of the individual fund movements can be found in the financial statements.

The total incoming resources for the unrestricted funds was £178,284 (£166,497 in 2020). Excluding the £5,000 grant received in 2020, this is an increase of £16,787 and was made up mainly from an increase in hall hire of £17k, rental income of £16k less a £18k reduction in donations.

The reduction of donations to the unrestricted funds was £18,467, falling to a total of £109,771 (£128,238 in 2020, excluding grant income of £5,000). This represents a 20% decline since pre Covid (2019). As mentioned above, with the lifting of some Covid restrictions in 2021, the hall hire income of £42,763 represents a considerable recovery from £28,513 in 2020, reaching 91% of pre Covid levels (in 2019). No rental income (from 9 Pendean) was received in 2019 or 2020 as the property was occupied by a curate who later left after successfully completing his curacy. The property was rented in 2021 for part of the year, giving rental income of £16,105. Although this rental income has helped considerably in 2021, its long-term future as an income stream is uncertain and the PCC are unable to place reliance on this income.

The voluntary income to the restricted funds was £32,265 in 2021 (£63,870 in 2020). 2020 benefited from a Diocesan grant of £10k grant towards the Youth Pastor's salary costs, along with additional donations of £22,585 for the Youth Fund. These donations to this restricted fund in 2020 have fully funded the 2021 salary costs for the Youth Pastor. The balance remaining on the restricted Youth Fund at 31st December 2021 is £8,609. A further £20,301 of unrestricted funds have been designated to a Youth Fund by the PCC for the continuation of this important ministry. In 2021 the reordering fund received a further £18,631 in donations (£21,775 in 2020). As at 31st December 2021 these further receipts have brought the restricted cash balances held for this project to a level sufficient to meet all future loan repayments. As these funds are restricted for this purpose the PCC have mutually agreed with the donors to repay the outstanding amounts in quarter 1 of 2022. The private term loans which are outstanding at the end of 2021 totalled £70,000 (£90,000 in 2020). £20,000 was repaid as scheduled in 2021.

Gift aid continues to be recovered on all donations where applicable. Tax recovered by way of gift aid for 2021 was £25,118 (£29,659 in 2020). The Small Donations Gift Aid allowance is also claimed where possible, however, the primary source of cash donations eligible was at in person services, which continued to be impacted by Covid 19 in 2021.

No Legacies were received nor were any anticipated.

The PCC gratefully acknowledges the Highmead Christian Foundation's continued generosity in making available the house which it owns at 10, The Nursery, Burgess Hill to the Youth Pastor and his family at a peppercorn rent.

The largest expenditure of the PCC was the sum of £74,300 (£74,035 in 2020) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the incumbent and the church insurance and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. In 2021 the church continued to meet 100%

of its allocated costs. For 2022, following the reduction in general donations seen and the impact this has had, an agreement has been reached with the Diocese to reduce the amount paid by £20,000.

The second largest item of expenditure in 2021 was the overall contracted Staff costs of £51,876 (£47,794 for 2020). As at 31st December the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Caretaker, and a part time Worship Pastor (a total full time equivalent head count of 2.2). Vacancies existed for 2 part time cleaners. The part time Caretaker was promoted in the year from a part time cleaner role, this has contributed to the control of maintenance expenses, some of which are now done in house.

Property expenses of £20,161 in 2021 (£15,589) included the unexpected costs of updating the heating in the Youth Centre of £9,324. A further £4,086 was spent in 2021 for the upkeep of the churchyard, almost half of this value (£1,980) in dealing with a large fallen tree. The Building Repairs Designated Fund continues to hold sufficient funds to meet the anticipated costs of delayed Quinquennial maintenance.

The PCC donated £11,853 (£5,730 in 2020) in missionary and charitable giving. The total amount for 2021 was monies taken at special collections for the charities supported by the church. Given the impact of the church's current finances the PCC decided not to top this up to 10% of the churches donations and no further amount was donated from Church funds.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets), which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The general, unrestricted, reserve at 31st December 2021 was £61,208 (£61,290 in 2020). This is sufficient to cover the three months unrestricted payments which averaged £45,053 for 2021 (excluding expenditure from designated funds). We expect to have sufficient cash flow to continue to pay bills as they fall due.

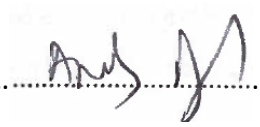
Details of the balances and purposes of the various Designated and Restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits so as to maximise interest whilst protecting the sums involved. Not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2021 the PCC held accounts with the Church of England CBF, Virgin Money and the Mansfield Building Society in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Signed on behalf of the PCC

Revd Dr Andrew Angel (Chair)……  Date 1st May 2022

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2021

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2021	FUNDS 2020
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	109,771	32,265		**142,036**	197,109
Trading Activities for generating funds	2b	46,588	150		**46,738**	29,313
Income from investments	2c	67	288		**355**	772
Church activities	2d1	2,292			**2,292**	2,029
Charitable Activities	2d2	3,461			**3,461**	2,011
Other incoming resources	2e	16,105			**16,105**	
Total incoming resources		**178,284**	**32,703**		**210,987**	231,234
Resources expended						
Costs of generating voluntary income	3a					107
Fund-raising trading costs	3b					
Church charitable activities	3c1	147,912	33,710		**181,622**	171,245
Other Trading Activities	3c2	32,620			**32,620**	37,113
Governance Costs	3d					
Total resources expended		**180,532**	**33,710**		**214,242**	208,465
Net incoming/(outgoing) resources		**-2,248**	**-1,007**		**-3,255**	22,769
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					
Gains/(losses) on investment assets	6					
Net movement in funds		**-2,248**	**-1,007**		**-3,255**	22,769
Total funds brought forward at 1 January 2021		737,797	17,167		**754,964**	732,195
Total funds carried forward at 31 December 2021		**735,549**	**16,160**		**751,709**	754,964

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2021	2020
			£	£
Fixed assets				
Tangible fixed assets	5		**760,000**	760,000
Investments	6			
Total fixed assets			**760,000**	760,000
Current assets	7			
Stock				
Short term deposits		**99,961**		119,610
Cash at bank and in hand		**83,612**		99,839
Debtors	8	**6,552**		7,895
		190,125		227,344
Creditors: amounts falling due within one year	9	**-6,048**		-20,012
Net current assets			**184,077**	207,332
Total assets less current liabilities			**944,077**	967,332
Creditors: amounts falling due after one year	9		**-192,368**	-212,368
NET ASSETS			**751,709**	754,964
Funds	7			
Endowment funds	10			
Restricted funds	10		**16,160**	17,167
Unrestricted funds	10		**735,549**	737,797
			751,709	754,964

Approved by the Parochial Church Council on 28/3/2022 and signed on its behalf

Revd Dr Andrew Angel - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation set by our Deanery. All payments due in 2021 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
		£	£	£	**£**	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	68,183	12,100		**80,283**	93,757
	Other Planned Giving (no tax refunds)	6,180	1,550		**7,730**	7,698
	Collections at all services	7,696	7,382		**15,078**	14,341
	All other giving	8,025	2,616		**10,641**	29,208
	Special Appeals		3,186		**3,186**	4,426
	Gift Aid recoverable	19,687	5,431		**25,118**	29,659
	Grants					18,019
	Legacies					
		109,771	32,265		**142,036**	197,108
b	**Activities for generating funds**					
	Fund Raising Events	340	150		**490**	94
	Church Hire	3,485			**3,485**	708
	Halls Hire and Special Events in Halls	42,763			**42,763**	28,512
		46,588	150		**46,738**	29,314
c	**Investment income**					
	Interest on Bank Accounts	67	288		**355**	772
		67	288		**355**	772
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	1			**1**	413
	St Andrew's Afternoon Fellowship					51
	Oasis					287
	Activities for Youth	1,240			**1,240**	117
	The Venue					
	Holiday Club					34
	Sunbeams & Tiddlywinks & Melody Makers					206
	Men's Breakfasts					169
	Bereavement Support Group	20			**20**	39
	Other Church Activities	50			**50**	100
	Tuesday Café					306
	Café Catering					4
	Catering					
	Income from Parish Office	981			**981**	303
		2,292			**2,292**	2,029
d2	Fees for weddings and funerals	3,461			**3,461**	2,011
e	**Other incoming resources**					
	Rental of 9 Pendean Property	16,105			**16,105**	
		16,105			**16,105**	
	Total incoming resources	178,284	32,703		**210,987**	231,234

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**RESTRICTED FUNDS 2021**	RESTRICTED FUNDS 2020
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)		185.00	11,915.00					**12,100.00**	15,679.00
	Other Planned Giving (no tax refunds)			1,550.00					**1,550.00**	1,620.00
	Collections at all services	7,382.51							**7,382.51**	3,120.08
	All other giving	2,571.05	45.00						**2,616.05**	21,265.15
	Special Appeals			1,750.00			1,435.89		**3,185.89**	4,426.00
	Gift Aid recoverable	1,806.10	46.25	3,416.25			162.50		**5,431.10**	4,741.25
	Grants									13,019.00
	Legacies									
		11,759.66	276.25	18,631.25			1,598.39		**32,265.55**	63,870.48
b	**Activities for generating funds**									
	Fund Raising Events	93.06		56.56					**149.62**	70.23
		93.06		56.56					**149.62**	70.23
c	**Investment income**									
	Interest on Bank Accounts			288.05					**288.05**	510.02
				288.05					**288.05**	510.02
d	**Income from Church Activities**									
										286.50
										286.50
e	**Other incoming resources**									
	Total incoming resources	11,852.72	276.25	18,975.86			1,598.39		**32,703.22**	64,737.23

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					107
						107
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		8,124		**8,124**	3,329
	- Relief and Development agencies					
	Home Missions & other Church Societies		3,729		**3,729**	2,401
	Secular Charities					
			11,853		**11,853**	5,730
	Ministry costs:					
	Diocesan parish contribution	74,300			**74,300**	74,035
	Deanery Levy					
	Staff expenses	2,474			**2,474**	5,465
	Property Expenses	20,161			**20,161**	15,589
	Youth Pastor		19,314		**19,314**	13,443
	Youth Assistant					2,320
	Church building costs:					
	Running expenses	5,813			**5,813**	6,979
	Maintenance	2,344			**2,344**	3,084
	Grounds - Major Repairs and Projects					3,098
	Upkeep of churchyard	4,086			**4,086**	
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	2,088			**2,088**	3,003
	Director of Music and Musicians	3,764			**3,764**	6,414
	Youth Worker Expenses					
	Mission	160			**160**	221
	Training and education	36			**36**	58
	Bookstall and Chichester Magazine	220			**220**	396
	Activities for Youth	3,297	164		**3,461**	268
	Oasis		874		**874**	249
	St Andrew's Afternoon Fellowship					85

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2021**	TOTAL FUNDS 2020
		£	£	£	**£**	£
	The Venue	62			**62**	29
	Holiday Club					96
	Kidzone					39
	Sunbeams & Tiddlywinks & Melody Makers					74
	Ladies' Meals					
	Men's Breakfasts	99			**99**	243
	Bereavement Support Group					24
	Other Church Activity Costs					321
	Tuesday Café					301
	Café Catering					59
	Catering					
	Hardship Fund Payments Out		1,409		**1,409**	820
	Church administration:					
	Salaries	20,362			**20,362**	20,403
	Fees		96		**96**	
	Printing, stationery, photocopying	3,051			**3,051**	3,625
	Other administration expenses	5,595			**5,595**	4,937
	Office equipment					657
		147,912	33,710		**181,622**	
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Major Repairs and Projects					3,276
	Running expenses	21,857			**21,857**	17,980
	Maintenance	10,763			**10,763**	15,037
		32,620			**32,620**	
		180,532	33,710		**214,242**	208,358
d	**Governance costs**					
**	Independent examination fee					
	Cost of annual accounts					
	Total resources expended	180,532	33,710		**214,242**	**208,465**

** No fees were paid for account preparation or independent examination.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2021**	TOTAL RESTRICTED FUNDS 2020
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	8,123.95							**8,123.95**	1,829.00
	- Relief and Development agencies									
	Home Missions & other Church Societies	3,728.77							**3,728.77**	901.23
	Secular Charities									
	Ministry Costs:									
	Youth Pastor		19,314.12						**19,314.12**	13,442.45
	Youth Assistant									
	Activities for Youth		164.14						**164.14**	
	Activity Costs:									
	Holiday Club									
	Oasis							873.72	**873.72**	249.29
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						1,408.99		**1,408.99**	784.94
	Building Project Costs:									
	Miscellaneous Expenditure									3,037.83
	Debit Interest on Loans									
	Fees			96.00					**96.00**	60.00
	Building Costs - Church									
	Major Repairs and Projects									3,275.97
	Building Costs - Grounds									
		11,852.72	19,478.26	96.00			1,408.99	873.72	**33,709.69**	23,580.71
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	11,852.72	19,478.26	96.00			1,408.99	873.72	**33,709.69**	**23,580.71**
	Net Movement of Funds		19,202.01	18,879.86			189.40	-873.72	-1,006.47	41,156.52

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Site Co-Ordinator (part year only Jan – May (role was jointly performed with Parish Administrator job) a part time Caretaker (part year only Oct-Current), 2 part time cleaners and a part time Worship Pastor (part year only Oct-Current):

Staff Costs – Wages and Salaries £51,876 (£47,794 in 2020)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £772 in 2021 (£497 during 2020).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £19,314 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC.

Mrs Diane Kutar was employed in the combined Parish Administrator/Site Co-Ordinator role until May 21. Mrs Kutar's salary and Employer Pension contributions amounted to £8,730 gross (£14,582 in 2019 for full year). Mrs Julia Brackenbury was employed as Parish Administrator from May 21. Mrs Brackenbury's salary and Employers Pension contributions amounted to £10,722 gross.

Mr Clive Burgess received £408 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £4,680.28, Environmental charges £1,300.11, Other (including Telephone and Travel) £2,473.84

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

5 Tangible fixed assets

5	Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
	As at 1 January 2021	325,000.00	115,000.00	320,000.00		**760,000.00**
	Additions					
	Disposals					
	Revaluation					
	At 31 December 2021	325,000.00	115,000.00	320,000.00		**760,000.00**
	Depreciation					
	At 1 January 2021					
	Provided in the year					
	Disposals					
	At 31 December 2021					
	Net book amounts					
	At 31 December 2021	**325,000.00**	**115,000.00**	**320,000.00**		**760,000.00**
	At 31 December 2020	325,000.00	115,000.00	320,000.00		**760,000.00**

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds	Restricted Funds	Endowment Funds	**Total Funds 2021**	Total Funds 2020
	£	£	£	**£**	£
Fixed assets for church use	760,000.00			**760,000.00**	760,000.00
Investment fixed assets					
Current assets					
Stock					
Short Term Deposits	25,170.10	74,791.55		**99,961.65**	119,610.12
Cash at Bank and in Hand	72,937.10	10,674.71		**83,611.81**	99,838.93
Debtors	5,858.07	693.75		**6,551.82**	7,894.79
Creditors: amounts falling due within one year	-6,047.69			**-6,047.69**	-20,012.13
Creditors: amounts falling due after more than one year	-122,368.00	-70,000.00		**-192,368.00**	-212,368.00
	735,549.58	**16,160.01**		**751,709.59**	754,963.71

Notes to the Financial Report

8 Debtors

Debtors

	2021	2020
	£	£
Gift Aid recoverable	**5,561.19**	6,606.75
Prepayments and accrued income		
Other debtors	**990.63**	1,288.04
	6,551.82	7,894.79

9 Creditors

(i) Amounts falling due within one year

	2021	2020
	£	£
Deferred income		
Accruals for utilities and other costs	**1,114.65**	1,133.66
Interest Free Loans < 1 Year		
CAF Bank Loan < 1 Year		
Other creditors	**4,933.04**	18,878.47
	6,047.69	20,012.13

(ii) Amounts falling due after one year

	2021	2020
	£	£
Interest Free Loans > 1 Year	**70,000.00**	90,000.00
CAF Bank Loan > 1 Year		
9 Pendean Equity Sharing Loan	**122,368.00**	122,368.00
	192,368.00	212,368.00

The PCC does not consider that it has any contingent liabilities

Summary of Reordering Loan Repayments 2020 to 31st December 2021	Balance 31.12.20	Annual Repayments	Loan Interest Paid	**Balance 31.12.21**
All loans are interest free	£	£	£	**£**
A second repayment of £20,000 paid due in Aug 2021	90,000.00	20,000.00		**70,000.00**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church at the very end of 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" can be made following the completion of the Building Project in 2016. This has been taken into account with new Insurance agreements. In accordance with current policy no changes have been made to last years values of land and buildings and last years freehold values have been retained.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.24% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet.

Summary of all funds

	Bal b/fwd 1st Jan 21	Income	Expenditure	Transfers In	Transfers Out	**Bal c/fwd 31st Dec 21**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	698,921.92	178,283.72	-180,212.86	6,900.00	-5,052.76	**698,840.02**
Designated Funds:						
Church Repairs Fund	15,981.00			4,900.00	-6,900.00	**13,981.00**
9 Pendean Repairs Fund						
Legacy Fund (St Georges Mission)						
Men's Ministry Fund	757.33		-99.00			**658.33**
Women's Ministry Fund	246.80					**246.80**
St A Aft Fellowship Fund	450.63					**450.63**
Sunbeams D Fund	680.56					**680.56**
Bookstall	66.75	0.65	-220.16	152.76		
Tuesday Café	56.91					**56.91**
Café Catering	334.21					**334.21**
Youth Pastor Leader Fund	20,301.12					**20,301.12**
	737,797.23	178,284.37	-180,532.02	11,952.76	-11,952.76	**735,549.58**
Restricted Funds						
Mission & Charity Fund		11,852.72	-11,852.72			
Youth Fund	27,810.53	276.25	-19,478.26			**8,608.52**
Reordering Fund	-18,646.28	18,975.86	-96.00			**233.58**
Facilities Fund	2,513.98					**2,513.98**
Church Activities R Fund	1,114.43					**1,114.43**
St A Hardship Fund	3,500.10	1,598.39	-1,408.99			**3,689.50**
Oasis Fund	873.72		-873.72			
	17,166.48	32,703.22	-33,709.69			**16,160.01**
Endowment Funds						
Total funds	754,963.71	210,987.59	-214,241.71	11,952.76	-11,952.76	**751,709.59**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Church Repairs Fund: In 2021 the PCC allocated £200 per month to this fund. At year end an additional £2,500 was allocated to the fund. The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The PCC transferred £6,900 back to the undesignated general fund to cover the unplanned cost of having to update the heating in the Youth Centre. The fund now stands at £13,981.

9 Pendean Repairs Fund: This fund is to meet the cost of maintaining 9 Pendean, a property which is owned by the PCC and was used (for the first part of 2021) for the purpose of providing a dwelling for the Curate and his family. This fund was fully used to help meet the repair costs in 2020. As well as a number of repair and maintenance costs during 2020 the decision to let the property in 2021 resulted in additional improvement costs. The fund currently stands at zero.

Legacy Fund A grant of £3,300 was received from the Deanery in 2016. It came from the sale of an asset, the proceeds of which were spread equally amongst the churches of the deanery. The grant was awarded for the purposes of mission. The PCC utilised these funds in 2020 to support On Line Services during Lockdown through the purchase of improved audio visual equipment. The fund currently stands at zero.

Men's Ministry Fund, Women's Ministry Fund, St Andrew's Afternoon Fellowship Fund, Sunbeams Fund, Bookstall Fund, Tuesday Café Fund and Café Catering Fund: These funds represent the operational balances from these church activities. As a number of these Ministries are drawing to a close the Fund Balances will be reviewed in 2022.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). We have not had to draw on the Designated Fund during 2021 but will need to in 2022 to cover any remaining salary costs not covered by the Restricted Youth Fund balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2021 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2,021	**2,020**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**1,069.25**	755.00
Off The Fence	**1,715.52**	839.00
Childrens Society	**944.00**	807.00
Overseas:		
TLA Charitable Trust (formerly Frontiers)	**1,005.00**	749.00
Church Mission Society (CMS)	**2,297.50**	871.00
Bible Society	**1,422.50**	553.00
Tear Fund	**2,760.30**	1,156.00
Ushaaqallah Benefit Society	**638.65**	0.00
GRAND TOTAL	**11,852.72**	5,730.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Youth Fund: This restricted fund is for monies donated for Youth Work. The original £45,000 Diocesan Grant has been allocated to this fund to meet salary costs together with a number of small donations. Additionally, a Grant of £2,500 from Kings Church was allocated in 2018 for assisting the schools work of which £1,174 remains. The final tranche of £10,000 from the Diocese Grant was received in 2020. There was a need to recruit a replacement Youth Pastor half way through 2020 resulting in a lower annual cost while the vacancy was filled. Not only did this leave a greater residue in this fund but additionally a very generous donation of £20,000 was received specifically for this fund to meet future salary needs. This was called upon in 2021. This Fund now stands at £8,608.52.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. This fund received income of £18,975.86 (principally from donations and fund raising events) in 2021. Expenditure incurred was £96, representing Bank fees. All outstanding bills owing and accrued have been paid. The Interest free Loan of £100,000 began term repayments over 5 years in 2020 and the second repayment of £20,000 was made in 2021, reducing the balance to £60,000. The remaining interest free loan of £10,000 is due to be repaid in full in 2024. It is expected both of these loans could be repaid early by the end of 2022.

Facilities Fund: This fund now holds a sum of £2,514 by way of a donation towards the future costs of new sound equipment.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£986) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2021 were £1,409 while voluntary donations received were £1,598 and the Fund stands at £3,689.

Oasis Fund: Oasis is a group for people with enduring physical health problems which can impair their quality of life. Grants have been received to support this project, and this restricted fund ensures such grants are used for their specified purpose. This fund was closed during 2021, the residual balance of £587 was donated equally to the following: Tear Fund, Family Support Work & St Andrew's Hardship Fund.

Independent Examiner's Report

to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December, 2021

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Andrew's, Burgess Hill, on the annual report for the year ended 31st December 2021 set out on pages 1 to16

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 matter has come to my attention.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
   a. to keep accounting records in accordance with section 130 of the Charities Act; and
   b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature .....

Examiner's name *CAPITALS* MR GEOFFREY PERKINS

Date 25/3/2022

Relevant professional qualification(s) or body *if any* .....

Examiner's address 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW

Independent Examiner's Report to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2021

Section B	Disclosure
	Only complete if the examiner needs to highlight material problems *for example:* • accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; • any material expenditure or action which appears not to be in accordance with the trusts of the charity; • any failure to be provided with information and explanations by any past or present trustee, officer or employee; and • any material inconsistency between the accounts and the trustees' annual report.
Give here brief details of any items that the examiner wishes to disclose	

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Andrew's, Burgess Hill

St Andrew's Church, Cants Lane, Burgess Hill, West Sussex RH15 0LG

Registered Charity no: 1131284

For the year ended 31st December 2021

CONTENTS

Page	
2	Statement of financial activities
3	Balance sheet
4	Notes to the accounts
17	Report of the independent examiner

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Statement of Financial Activities

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

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	FUNDS 2021	FUNDS 2020
		£	£	£	**£**	£
Incoming resources						
Donations and Legacies	2a	109,771	32,265		**142,036**	197,109
Trading Activities for generating funds	2b	46,588	150		**46,738**	29,313
Income from investments	2c	67	288		**355**	772
Church activities	2d1	2,292			**2,292**	2,029
Charitable Activities	2d2	3,461			**3,461**	2,011
Other incoming resources	2e	16,105			**16,105**	
Total incoming resources		**178,284**	**32,703**		**210,987**	231,234
Resources expended						
Costs of generating voluntary income	3a					107
Fund-raising trading costs	3b					
Church charitable activities	3c1	147,912	33,710		**181,622**	171,245
Other Trading Activities	3c2	32,620			**32,620**	37,113
Governance Costs	3d					
Total resources expended		**180,532**	**33,710**		**214,242**	208,465
Net incoming/(outgoing) resources		**-2,248**	**-1,007**		**-3,255**	22,769
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					
Gains/(losses) on investment assets	6					
Net movement in funds		**-2,248**	**-1,007**		**-3,255**	22,769
Total funds brought forward at 1 January 2021		737,797	17,167		**754,964**	732,195
Total funds carried forward at 31 December 2021		**735,549**	**16,160**		**751,709**	754,964

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Balance Sheet

Our financial position and summary of funds at the year-end were:

	Notes		2021	2020
			£	£
Fixed assets				
Tangible fixed assets	5		**760,000**	760,000
Investments	6			
Total fixed assets			**760,000**	760,000
Current assets	7			
Stock				
Short term deposits		**99,961**		119,610
Cash at bank and in hand		**83,612**		99,839
Debtors	8	**6,552**		7,895
		190,125		227,344
Creditors: amounts falling due within one year	9	**-6,048**		-20,012
Net current assets			**184,077**	207,332
Total assets less current liabilities			**944,077**	967,332
Creditors: amounts falling due after one year	9		**-192,368**	-212,368
NET ASSETS			**751,709**	754,964
Funds	7			
Endowment funds	10			
Restricted funds	10		**16,160**	17,167
Unrestricted funds	10		**735,549**	737,797
			751,709	754,964

Approved by the Parochial Church Council on 28/3/2022 and signed on its behalf

Revd Dr Andrew Angel - Chairman .....

Mr Ian Porter - Treasurer .....

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

1 Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (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 or projects

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

Endowment funds - funds for which the capital must be maintained; only 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 – The PCC does not hold any endowment funds at the present time.

Income and endowments

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

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate

Gift aid recovered is recognised when the income to which it is attached is recognised

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b – in the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

Investment income

Interest entitlements are accounted for as they accrue. The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England deposit fund.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

All other income

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

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church Of England deposit fund.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

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 allocation set by our Deanery. All payments due in 2021 were paid over before the end of the year.

Fixed assets

Tangible fixed assets

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

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 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 £5,000 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 generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	25%
Audio visual equipment	30%
Office equipment	20%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value

Investments

Investments are stated at market value at the balance sheet date

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors, less provision for amounts that may prove uncollectible

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, as well as banks and building societies

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2 Analysis of income and endowments

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
		£	£	£	**£**	£
a	**Voluntary income**					
	Planned Giving (excluding tax refunds)	68,183	12,100		**80,283**	93,757
	Other Planned Giving (no tax refunds)	6,180	1,550		**7,730**	7,698
	Collections at all services	7,696	7,382		**15,078**	14,341
	All other giving	8,025	2,616		**10,641**	29,208
	Special Appeals		3,186		**3,186**	4,426
	Gift Aid recoverable	19,687	5,431		**25,118**	29,659
	Grants					18,019
	Legacies					
		109,771	32,265		**142,036**	197,108
b	**Activities for generating funds**					
	Fund Raising Events	340	150		**490**	94
	Church Hire	3,485			**3,485**	708
	Halls Hire and Special Events in Halls	42,763			**42,763**	28,512
		46,588	150		**46,738**	29,314
c	**Investment income**					
	Interest on Bank Accounts	67	288		**355**	772
		67	288		**355**	772
d1	**Income from Church Activities**					
	Bookstall and Chichester Magazine	1			**1**	413
	St Andrew's Afternoon Fellowship					51
	Oasis					287
	Activities for Youth	1,240			**1,240**	117
	The Venue					
	Holiday Club					34
	Sunbeams & Tiddlywinks & Melody Makers					206
	Men's Breakfasts					169
	Bereavement Support Group	20			**20**	39
	Other Church Activities	50			**50**	100
	Tuesday Café					306
	Café Catering					4
	Catering					
	Income from Parish Office	981			**981**	303
		2,292			**2,292**	2,029
d2	Fees for weddings and funerals	3,461			**3,461**	2,011
e	**Other incoming resources**					
	Rental of 9 Pendean Property	16,105			**16,105**	
		16,105			**16,105**	
	Total incoming resources	178,284	32,703		**210,987**	231,234

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

2A Incoming Resources (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**RESTRICTED FUNDS 2021**	RESTRICTED FUNDS 2020
		£	£	£	£	£	£	£	**£**	£
a	**Voluntary income**									
	Planned Giving (excluding tax refunds)		185.00	11,915.00					**12,100.00**	15,679.00
	Other Planned Giving (no tax refunds)			1,550.00					**1,550.00**	1,620.00
	Collections at all services	7,382.51							**7,382.51**	3,120.08
	All other giving	2,571.05	45.00						**2,616.05**	21,265.15
	Special Appeals			1,750.00			1,435.89		**3,185.89**	4,426.00
	Gift Aid recoverable	1,806.10	46.25	3,416.25			162.50		**5,431.10**	4,741.25
	Grants									13,019.00
	Legacies									
		11,759.66	276.25	18,631.25			1,598.39		**32,265.55**	63,870.48
b	**Activities for generating funds**									
	Fund Raising Events	93.06		56.56					**149.62**	70.23
		93.06		56.56					**149.62**	70.23
c	**Investment income**									
	Interest on Bank Accounts			288.05					**288.05**	510.02
				288.05					**288.05**	510.02
d	**Income from Church Activities**									
										286.50
										286.50
e	**Other incoming resources**									
	Total incoming resources	11,852.72	276.25	18,975.86			1,598.39		**32,703.22**	64,737.23

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3 Analysis of expenditure

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
		£	£	£	**£**	£
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms					107
						107
b	*Fund-raising trading costs*					
	Miscellaneous					
c1	**Church Charitable Activities**					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies		8,124		**8,124**	3,329
	- Relief and Development agencies					
	Home Missions & other Church Societies		3,729		**3,729**	2,401
	Secular Charities					
			11,853		**11,853**	5,730
	Ministry costs:					
	Diocesan parish contribution	74,300			**74,300**	74,035
	Deanery Levy					
	Staff expenses	2,474			**2,474**	5,465
	Property Expenses	20,161			**20,161**	15,589
	Youth Pastor		19,314		**19,314**	13,443
	Youth Assistant					2,320
	Church building costs:					
	Running expenses	5,813			**5,813**	6,979
	Maintenance	2,344			**2,344**	3,084
	Grounds - Major Repairs and Projects					3,098
	Upkeep of churchyard	4,086			**4,086**	
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	2,088			**2,088**	3,003
	Director of Music and Musicians	3,764			**3,764**	6,414
	Youth Worker Expenses					
	Mission	160			**160**	221
	Training and education	36			**36**	58
	Bookstall and Chichester Magazine	220			**220**	396
	Activities for Youth	3,297	164		**3,461**	268
	Oasis		874		**874**	249
	St Andrew's Afternoon Fellowship					85

		Unrestricted Funds	Restricted Funds	Endowment Funds	**TOTAL FUNDS 2021**	TOTAL FUNDS 2020
		£	£	£	**£**	£
	The Venue	62			**62**	29
	Holiday Club					96
	Kidzone					39
	Sunbeams & Tiddlywinks & Melody Makers					74
	Ladies' Meals					
	Men's Breakfasts	99			**99**	243
	Bereavement Support Group					24
	Other Church Activity Costs					321
	Tuesday Café					301
	Café Catering					59
	Catering					
	Hardship Fund Payments Out		1,409		**1,409**	820
	Church administration:					
	Salaries	20,362			**20,362**	20,403
	Fees		96		**96**	
	Printing, stationery, photocopying	3,051			**3,051**	3,625
	Other administration expenses	5,595			**5,595**	4,937
	Office equipment					657
		147,912	33,710		**181,622**	
c2	**Other Trading Activities:**					
	Church Halls running costs:					
	Major Repairs and Projects					3,276
	Running expenses	21,857			**21,857**	17,980
	Maintenance	10,763			**10,763**	15,037
		32,620			**32,620**	
		180,532	33,710		**214,242**	208,358
d	**Governance costs**					
**	Independent examination fee					
	Cost of annual accounts					
	Total resources expended	180,532	33,710		**214,242**	**208,465**

** No fees were paid for account preparation or independent examination.

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

3A Resources Expended (Restricted Fund Analysis)

		Mission and Charity Fund	Youth Fund	Reordering Fund	Facilities Fund	Church Activities Fund	St Andrews Hardship Fund	Oasis Fund	**TOTAL RESTRICTED FUNDS 2021**	TOTAL RESTRICTED FUNDS 2020
		£	£	£	£	£	£	£	**£**	£
a	**Costs of generating voluntary income**									
	Giving Envelopes and Forms									
b	**Fund-raising trading costs**									
	Miscellaneous									
c	**Church Activities**									
	Missionary and charitable giving:									
	Overseas:									
	- Missionary Societies	8,123.95							**8,123.95**	1,829.00
	- Relief and Development agencies									
	Home Missions & other Church Societies	3,728.77							**3,728.77**	901.23
	Secular Charities									
	Ministry Costs:									
	Youth Pastor		19,314.12						**19,314.12**	13,442.45
	Youth Assistant									
	Activities for Youth		164.14						**164.14**	
	Activity Costs:									
	Holiday Club									
	Oasis							873.72	**873.72**	249.29
	Sunbeams & Tiddlywinks & Melody Makers									
	Hardship Fund Payments Out						1,408.99		**1,408.99**	784.94
	Building Project Costs:									
	Miscellaneous Expenditure									3,037.83
	Debit Interest on Loans									
	Fees			96.00					**96.00**	60.00
	Building Costs - Church									
	Major Repairs and Projects									3,275.97
	Building Costs - Grounds									
		11,852.72	19,478.26	96.00			1,408.99	873.72	**33,709.69**	23,580.71
d	**Governance costs**									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	11,852.72	19,478.26	96.00			1,408.99	873.72	**33,709.69**	**23,580.71**
	Net Movement of Funds		19,202.01	18,879.86			189.40	-873.72	-1,006.47	41,156.52

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Discipler, a part time Parish Administrator, a part time Site Co-Ordinator (part year only Jan – May (role was jointly performed with Parish Administrator job) a part time Caretaker (part year only Oct-Current), 2 part time cleaners and a part time Worship Pastor (part year only Oct-Current):

Staff Costs – Wages and Salaries £51,876 (£47,794 in 2020)

Staff costs include Salary and Employer Pension Contributions. The rebate for Employer's National Insurance contributions was utilised. As a result, no Employers National Insurance Contributions were payable, as total payments were under the HMRC threshold.

Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts.

The PCC operates a pension scheme (since February 2017) in accordance with Government Regulations.

Employers Pension costs were £772 in 2021 (£497 during 2020).

No individual person received remuneration in excess of £60,000.

b) Payments to PCC members

Mr Mark Edwards received £19,314 salary and Employer Pension contributions (gross) for his employment as Youth Evangelist & Discipler. Youth workers are commissioned by the Bishop of Horsham and are therefore ex officio members of the PCC whilst employed by the PCC.

Mrs Diane Kutar was employed in the combined Parish Administrator/Site Co-Ordinator role until May 21. Mrs Kutar's salary and Employer Pension contributions amounted to £8,730 gross (£14,582 in 2019 for full year). Mrs Julia Brackenbury was employed as Parish Administrator from May 21. Mrs Brackenbury's salary and Employers Pension contributions amounted to £10,722 gross.

Mr Clive Burgess received £408 for Verger duties

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

Clergy support across 2 individuals: Council Tax £4,680.28, Environmental charges £1,300.11, Other (including Telephone and Travel) £2,473.84

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

5 Tangible fixed assets

5	Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	Total
	As at 1 January 2021	325,000.00	115,000.00	320,000.00		**760,000.00**
	Additions					
	Disposals					
	Revaluation					
	At 31 December 2021	325,000.00	115,000.00	320,000.00		**760,000.00**
	Depreciation					
	At 1 January 2021					
	Provided in the year					
	Disposals					
	At 31 December 2021					
	Net book amounts					
	At 31 December 2021	**325,000.00**	**115,000.00**	**320,000.00**		**760,000.00**
	At 31 December 2020	325,000.00	115,000.00	320,000.00		**760,000.00**

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Net assets by fund

	Unrestricted Funds	Restricted Funds	Endowment Funds	**Total Funds 2021**	Total Funds 2020
	£	£	£	**£**	£
Fixed assets for church use	760,000.00			**760,000.00**	760,000.00
Investment fixed assets					
Current assets					
Stock					
Short Term Deposits	25,170.10	74,791.55		**99,961.65**	119,610.12
Cash at Bank and in Hand	72,937.10	10,674.71		**83,611.81**	99,838.93
Debtors	5,858.07	693.75		**6,551.82**	7,894.79
Creditors: amounts falling due within one year	-6,047.69			**-6,047.69**	-20,012.13
Creditors: amounts falling due after more than one year	-122,368.00	-70,000.00		**-192,368.00**	-212,368.00
	735,549.58	**16,160.01**		**751,709.59**	754,963.71

Notes to the Financial Report

8 Debtors

Debtors

	2021	2020
	£	£
Gift Aid recoverable	**5,561.19**	6,606.75
Prepayments and accrued income		
Other debtors	**990.63**	1,288.04
	6,551.82	7,894.79

9 Creditors

(i) Amounts falling due within one year

	2021	2020
	£	£
Deferred income		
Accruals for utilities and other costs	**1,114.65**	1,133.66
Interest Free Loans < 1 Year		
CAF Bank Loan < 1 Year		
Other creditors	**4,933.04**	18,878.47
	6,047.69	20,012.13

(ii) Amounts falling due after one year

	2021	2020
	£	£
Interest Free Loans > 1 Year	**70,000.00**	90,000.00
CAF Bank Loan > 1 Year		
9 Pendean Equity Sharing Loan	**122,368.00**	122,368.00
	192,368.00	212,368.00

The PCC does not consider that it has any contingent liabilities

Summary of Reordering Loan Repayments 2020 to 31st December 2021	Balance 31.12.20	Annual Repayments	Loan Interest Paid	**Balance 31.12.21**
All loans are interest free	£	£	£	**£**
A second repayment of £20,000 paid due in Aug 2021	90,000.00	20,000.00		**70,000.00**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. The Rider Hall & Youth Centre buildings were linked to the Church at the very end of 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" can be made following the completion of the Building Project in 2016. This has been taken into account with new Insurance agreements. In accordance with current policy no changes have been made to last years values of land and buildings and last years freehold values have been retained.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.24% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet.

Summary of all funds

	Bal b/fwd 1st Jan 21	Income	Expenditure	Transfers In	Transfers Out	**Bal c/fwd 31st Dec 21**
	£	£	£	£		**£**
Unrestricted Funds						
General fund	698,921.92	178,283.72	-180,212.86	6,900.00	-5,052.76	**698,840.02**
Designated Funds:						
Church Repairs Fund	15,981.00			4,900.00	-6,900.00	**13,981.00**
9 Pendean Repairs Fund						
Legacy Fund (St Georges Mission)						
Men's Ministry Fund	757.33		-99.00			**658.33**
Women's Ministry Fund	246.80					**246.80**
St A Aft Fellowship Fund	450.63					**450.63**
Sunbeams D Fund	680.56					**680.56**
Bookstall	66.75	0.65	-220.16	152.76		
Tuesday Café	56.91					**56.91**
Café Catering	334.21					**334.21**
Youth Pastor Leader Fund	20,301.12					**20,301.12**
	737,797.23	178,284.37	-180,532.02	11,952.76	-11,952.76	**735,549.58**
Restricted Funds						
Mission & Charity Fund		11,852.72	-11,852.72			
Youth Fund	27,810.53	276.25	-19,478.26			**8,608.52**
Reordering Fund	-18,646.28	18,975.86	-96.00			**233.58**
Facilities Fund	2,513.98					**2,513.98**
Church Activities R Fund	1,114.43					**1,114.43**
St A Hardship Fund	3,500.10	1,598.39	-1,408.99			**3,689.50**
Oasis Fund	873.72		-873.72			
	17,166.48	32,703.22	-33,709.69			**16,160.01**
Endowment Funds						
Total funds	754,963.71	210,987.59	-214,241.71	11,952.76	-11,952.76	**751,709.59**

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

10 Explanation of funds:

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. Unrestricted Designated funds held consist of the following:

Church Repairs Fund: In 2021 the PCC allocated £200 per month to this fund. At year end an additional £2,500 was allocated to the fund. The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. The PCC transferred £6,900 back to the undesignated general fund to cover the unplanned cost of having to update the heating in the Youth Centre. The fund now stands at £13,981.

9 Pendean Repairs Fund: This fund is to meet the cost of maintaining 9 Pendean, a property which is owned by the PCC and was used (for the first part of 2021) for the purpose of providing a dwelling for the Curate and his family. This fund was fully used to help meet the repair costs in 2020. As well as a number of repair and maintenance costs during 2020 the decision to let the property in 2021 resulted in additional improvement costs. The fund currently stands at zero.

Legacy Fund A grant of £3,300 was received from the Deanery in 2016. It came from the sale of an asset, the proceeds of which were spread equally amongst the churches of the deanery. The grant was awarded for the purposes of mission. The PCC utilised these funds in 2020 to support On Line Services during Lockdown through the purchase of improved audio visual equipment. The fund currently stands at zero.

Men's Ministry Fund, Women's Ministry Fund, St Andrew's Afternoon Fellowship Fund, Sunbeams Fund, Bookstall Fund, Tuesday Café Fund and Café Catering Fund: These funds represent the operational balances from these church activities. As a number of these Ministries are drawing to a close the Fund Balances will be reviewed in 2022.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. We also have a Restricted Youth Fund (see details below). We have not had to draw on the Designated Fund during 2021 but will need to in 2022 to cover any remaining salary costs not covered by the Restricted Youth Fund balance.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales. Restricted funds held consist of the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2021 have since been paid to the charities concerned, as detailed in the breakdown below, and the fund has a zero balance.

	2,021	**2,020**
	£	**£**
Home:		
Chichester Diocese Family Support Work (FSW)	**1,069.25**	755.00
Off The Fence	**1,715.52**	839.00
Childrens Society	**944.00**	807.00
Overseas:		
TLA Charitable Trust (formerly Frontiers)	**1,005.00**	749.00
Church Mission Society (CMS)	**2,297.50**	871.00
Bible Society	**1,422.50**	553.00
Tear Fund	**2,760.30**	1,156.00
Ushaaqallah Benefit Society	**638.65**	0.00
GRAND TOTAL	**11,852.72**	5,730.00

St Andrew's Church, Burgess Hill *registered charity number 1131284*

Notes to the Financial Report

Youth Fund: This restricted fund is for monies donated for Youth Work. The original £45,000 Diocesan Grant has been allocated to this fund to meet salary costs together with a number of small donations. Additionally, a Grant of £2,500 from Kings Church was allocated in 2018 for assisting the schools work of which £1,174 remains. The final tranche of £10,000 from the Diocese Grant was received in 2020. There was a need to recruit a replacement Youth Pastor half way through 2020 resulting in a lower annual cost while the vacancy was filled. Not only did this leave a greater residue in this fund but additionally a very generous donation of £20,000 was received specifically for this fund to meet future salary needs. This was called upon in 2021. This Fund now stands at £8,608.52.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. This fund received income of £18,975.86 (principally from donations and fund raising events) in 2021. Expenditure incurred was £96, representing Bank fees. All outstanding bills owing and accrued have been paid. The Interest free Loan of £100,000 began term repayments over 5 years in 2020 and the second repayment of £20,000 was made in 2021, reducing the balance to £60,000. The remaining interest free loan of £10,000 is due to be repaid in full in 2024. It is expected both of these loans could be repaid early by the end of 2022.

Facilities Fund: This fund now holds a sum of £2,514 by way of a donation towards the future costs of new sound equipment.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The majority of the balance (£986) relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2021 were £1,409 while voluntary donations received were £1,598 and the Fund stands at £3,689.

Oasis Fund: Oasis is a group for people with enduring physical health problems which can impair their quality of life. Grants have been received to support this project, and this restricted fund ensures such grants are used for their specified purpose. This fund was closed during 2021, the residual balance of £587 was donated equally to the following: Tear Fund, Family Support Work & St Andrew's Hardship Fund.

Independent Examiner's Report

to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December, 2021

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Andrew's, Burgess Hill, on the annual report for the year ended 31st December 2021 set out on pages 1 to16

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 matter has come to my attention.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
   a. to keep accounting records in accordance with section 130 of the Charities Act; and
   b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature .....

Examiner's name *CAPITALS* MR GEOFFREY PERKINS

Date 25/3/2022

Relevant professional qualification(s) or body *if any* .....

Examiner's address 15, Greenhill Park, Haywards Heath, West Sussex, RH17 7SW

Independent Examiner's Report to the PCC of St Andrew's Church, Burgess Hill for the Year Ended 31st December 2021

Section B	Disclosure
	Only complete if the examiner needs to highlight material problems *for example:* • accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; • any material expenditure or action which appears not to be in accordance with the trusts of the charity; • any failure to be provided with information and explanations by any past or present trustee, officer or employee; and • any material inconsistency between the accounts and the trustees' annual report.
Give here brief details of any items that the examiner wishes to disclose	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST ANDREW, BURGESS H

England & Wales - Charity number 1131284

Accounts

The Parish Church of St Andrew's, Burgess Hill

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2020

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent:	Revd Dr Andrew Angel, 2 Cants Lane, Burgess Hill, RH15 0LG
Independent Examiner:	Mrs Charlene Friend, 21 Mill Stream Meadows, Haywards Heath, West Sussex, RH16 1TH
Bankers:	CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ Barclays Bank PLC, 1 Church Road, Burgess Hill, RH15 9BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council in 2019.

Mission Statement

The primary objective of St Andrew's Church is promoting the whole mission of the Church, in the ecclesiastical parish of St Andrew's. The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting this objective.

Achievements and Performance

St Andrew's Church understands the whole mission of the church as presented in the Bible and received by the Anglican Communion. For convenience, the vicar and the PCC understand this mission as comprising three broad areas: (1) mission and evangelism; (2) discipleship and pastoral care; and (3) worship, teaching and prayer. These areas are facilitated by the ministries of oversight (or governance) and administration.

Mission and Evangelism

St Andrew's Church has a broad understanding of mission which includes evangelism, serving the community and providing for the poor and those in other kinds of need. Most of this mission and evangelism is focussed inside the parish of St Andrew (Burgess Hill) and the surrounding area, but St Andrew's Church also supports mission elsewhere in the United Kingdom and the wider world.

At their 2018 vision day, the PCC recognised that alongside its many strengths, St Andrew's Church needed to grow stronger in the area of evangelism. In our teaching and life of worship, there was a focus on growing our confidence in evangelism during 2019. There was an intention to build on this in 2020 in our evangelistic activities. Responding responsibly to the coronavirus pandemic involved suspending some of our evangelistic activities as they involved meeting in person and catering. However, at the same time, more home groups became more open to welcoming and nurturing new Christians in faith which culture change will be key to the steady and strong growth of the church in years to come.

Like other aspects of the life of the church, 2020 was a year of two very different sections. Activities followed on from the pattern in 2019 up until the point in March when we entered lockdown. At that point, activities were suspended or changed in the way they took place. The activities reported below are not the only ones which have contributed to people coming to know Christ, but they are activities for which this is the sole or main purpose.

Alpha

Leader: Andy Angel.

The intention in 2020 was to offer back–to–back Alpha courses, just as they had been offered each term in 2019—part of the reason for the change being that sometimes people were exploring faith or enquiring about baptism and only doing Alpha once a year meant that the church was not offering an introduction to faith for six months or more. The church began to run two courses between January and March 2020 for sixteen participants: ten on a Monday morning and six on a Tuesday evening. Of these, six were members of the church who wanted to grow in their faith, and were taking this as a discipleship course. Seven attended the course to explore faith, two attended as they had recently come to faith and one attended as baptism preparation for their children. The closing of the buildings to keep people safe during the pandemic meant that the course was suspended. An opportunity was offered in the winter months to complete

the course online, and a number of participants took up this offer. Others preferred to wait until we could meet up again in person.

Confirmation, Baptism and Thanksgiving Preparation and Services

Leaders: Andy Angel, Isaac Pain (curate).

Following the changes made to preparation of candidates (or their parents or grandparents) for services of baptism during 2019, the preparation offered to candidates was the Alpha course. In the Church of England, preparation of candidates is required if they are of an age to understand and of their parents and godparents if a child who is not of an age to understand is being brought for baptism. In line with the example of Jesus and the teaching of the New Testament, the tradition of the Church expects those who are baptised to be regular worshippers and to grow through Christian teaching at Sunday worship. During 2020, one parent began the Alpha course as baptism preparation for their children. When the course was suspended, the vicar spoke with this parent about the responsibilities they were taking on in having the children baptised and the parent decided to fix a date for the baptism when the pandemic eased and they could celebrate with family and friends. This was not possible during 2020. During 2020, no baptisms, thanksgivings or confirmations took place as a result of the Covid restrictions in place.

Youth and Children's Mission

St Andrew's Church has and leads a number of ministries to children and young people in the parish and more widely in Burgess Hill. Some of these are based on the church premises and others are off site. Although there are no Church of England schools in the parish, St Andrew's Church has developed excellent relationships with the two non–faith primary schools in the parish, and with the three secondary schools in Burgess Hill: St Paul's Catholic College (Roman Catholic), the Burgess Hill Academy (non–faith) and Burgess Hill Girls (non–faith). The Hub team continued to offer support in local secondary schools. Due to the pandemic, St Andrew's was unable to host the annual diocesan Mini May Camp in November.

Secondary Schools

Leaders: Jonny Lewis, then Mark Edwards; Andy Angel.

Most of the work in secondary schools is undertaken by The Hub team (a team of youth pastors and other volunteers from St Andrew's Church, Centre Church, The King's Church and The Point). Day to day this was led by Jonny Lewis until his departure for a new ministry in Cornwall, after which it was led by Andy Angel before Mark Edwards took up the post of Youth Evangelist and Discipler in September. The Hub team met three times in 2020 for training sessions (as opposed to six times) on account of the pandemic.

The partnership with each of the schools has been established on the basis of conversation with the school leadership. Andy Angel and Jonny Lewis (in 2017–18) visited each school Head and explained that as churches we want to win people to faith in Jesus Christ as Lord and Saviour and to serve the local community. Activities undertaken in each school are agreed with the leadership of each school individually, and the safeguarding procedures of the Diocese of Chichester and each individual school are followed in each partnership.

Burgess Hill Academy. Until lockdown in March, the Hub team led three lunchtime clubs in term time: on Monday for years 10 and 11, with an average attendance of 49 students; on Tuesdays for years 8 and nine, with an average attendance of 120 students; and on Wednesdays for year 7, with and average attendance of 130 students. The focus of the clubs for years 7 to 9 were

building relationships with the young people. Various opportunities were provided for the young people at these clubs to discuss spiritual and moral issues, including aspects of the Christian faith with members of the Hub team. The focus for the years 10 and 11 club was more on issues of life and faith, beginning to explore the claims of the Christian faith through conversation. The Hub team were again offered the opportunity to lead blocks of assemblies six times per academic year. However, when the school went into lockdown the clubs could no longer continue. As Jonny Lewis left early in lockdown and Hub team members were struggling to transfer their church youth work to online, the team did not pick up engaging with school until the autumn term. Mark Edwards met with the deputy head responsible for liaising with the Hub and worked out a plan for the Hub to be involved in helping students who were struggling during the pandemic but the second lockdown prevent this from taking place. On the other hand, the school remained very positive about its partnership with the Hub team.

St Paul's Catholic College. The Hub began 2020 ready to implement the plans made with the school chaplain to start worship breakfast and worship lunch clubs in 2020. In September, Jonny Lewis joined the senior student's council, where The Hub team offered support to the student body through new initiatives. The Hub team also lead assemblies in the school. The Hub team also lead seminars and year–group wide plenary sessions for year 9, 10, 11 and sixth form Spiritual Formation days. During the lockdown the school chaplain left post and a new lay chaplain, Peter Emmott, came into post in September. With the easing of restrictions, Andy Angel and Mark Edwards formed good working relationships with the new chaplain and the Hub team was invited into school to strategize and produce lessons, assemblies, as well as being part of the St Paul's advent video series. It was also possible to establish weekly prayer meetings alongside the new chaplain, as well as offering pastoral support for pupils. During the second lockdown, only Mark Edwards from the Hub team was permitted to enter the premises as a key worker, which he did in order to offer pastoral care to pupils, as directed by the chaplain. The school remains positive about its relationship with the Hub team.

Burgess Hill Girls. In September 2019, the Hub team started a Christian Union at the Burgess Hill Girls school in collaboration with two staff members. This met at lunchtime on Wednesdays and an average of 15 students attended. It was supported by Hub team members prior to lockdown. The Christian Union continued during lockdown and life in the various tiers for as long as the school was open although without Hub team members physically present. There have been online zoom meetings with the Christian Union. Andy Angel delivered some teaching on Christian sexual ethics for the sixth form Religious Education A level class via Zoom. The school remained very positive about continuing its partnership with St Andrew's and the Hub team.

Primary Schools

Leaders: Jonny Lewis; Isaac Pain; Andy Angel.

Jonny Lewis, Isaac Pain and Andy Angel led school assemblies at Manor Field and Birchwood Grove schools on the school premises every half–term up until lockdown in March. After this, the regular pattern of assemblies was suspended. Andy Angel contacted the schools to ask whether there were ways in which St Andrew's might support them in addition to praying for them. Both schools invited him in to deliver teaching on the Christian faith to various classes which he delivered (with Mark Edwards) over Microsoft Teams.

Pre–School

Leader: Andy Angel.

Andy Angel continued to work with Janet Davies on ensuring that the relationship between St Andrew's church and St Andrew's Pre–School stayed on a more positive footing, not least given the many causes for concern resulting from the coronavirus pandemic and lockdown. The necessary regulations around meeting and catering did not allow them to continue with social events or prayer meetings between the church and Pre–School during 2020. The pre-school staff and committee had been really looking forward to a second tapas party hosted by the church but sadly this could not take place. The usual Easter, Christmas and July Leavers' services could not be held in the church building either. A joint prayer meeting also had to be cancelled and the Pre–School reverted to using their WhatsApp Prayer group instead. St Andrew's supported a Pre–School family through the Acts 4:35 scheme allowing them to have a much–needed family holiday before lockdown. They were moved to tears by the generosity of church members, and the Pre–School said thank you to St Andrew's and Acts 4:35. Andy Angel was able to have a socially distanced meeting with Janet Davies and Hazel Butler (Chair and Vice Chair of the Pre–School committee respectively) in the vicarage garden in September. One outcome of this is that Janet began to represent the pre-school at PCC meetings.

St Andrew's Church traditionally runs three events annually on church premises which sit alongside the ministry to primary schools: Light in the Night, the Pancake Party and Holiday Club. The purpose of these activities was to invite children and their families into part of the life of the church, to build relationships with them and to share something of the gospel message with them. Invitations to Alpha courses began to be given to parents and carers in 2019.

Pancake Party (Shrove Tuesday)

Leaders: Jonny Lewis and Isaac Pain

Isaac, Jonny and a team of volunteers set out to create and build upon relationships within the local community, with the hope of being able to invite these families to Church and other evangelistic events—as well as presenting the gospel in the short talk. The event began with various craft activities, followed by a time of fun games which the parents were encouraged to take part in, and then by a short evangelistic talk, and the eating of many pancakes. This was a well–attended event but sadly the number of people attending was not recorded.

Holiday Club

This annual event did not take place due to the Covid restrictions in place.

Light in the Night

This annual event did not take place due to the Covid restrictions in place.

Cafés and Community Outreach

In the last few years St Andrew's Church has offered a number of community focussed activities for local families which brought them onto the church premises. Some of these offered prayer and support to members of the community, some invitations to Christian events (like Christmas and Easter services, and Alpha), and others offered insights into and invitations to Christian faith. These included two toddler and baby groups, one weekly café, a men's breakfast, and a monthly men's pub night.

Sunbeams (met on Monday afternoons in term time)
Leader: Lucy Monroe.
Team: Jan Dyke, Carol Smethurst, Marlene Early, Kathy Pyle, Phil Dyke, Robert Monroe, Helen King, Don and Linda Gubbins, Reg and Sandra Johnson, Gill and Mervyn Littlewood
Sunbeams is one of the St Andrew's toddler and baby groups. Weekly attendance was between twelve and fifteen children plus parents/carers. Activities included free play with variety of toys, ride–ons, Play–doh, jigsaws, books, and Lego. They gathered together for a welcome song, prayer, a short Christian story and singing nursery rhymes. Refreshments and a drink were served at each session. There was also a craft activity—supervised by one of the Sunbeams team in which children and parents participate. A winter party lunch was held in February. The Covid pandemic brought meetings to an end in early March. In August 2020 the whole team felt that after almost nine years of operating it was the right time to stand down from Sunbeams. The Vicar and PCC thanked the Sunbeams team for its wonderful ministry over so many years. Sunbeams lost some of their equipment during lockdown due to a mouse infestation in the Rider Hall. The team also marked something of a milestone during 2020 when one of their much-loved former team members, Joyce Markby, died and they remember her with much fondness.

Melody Makers (met on Tuesday mornings during term time)
Leader: Jimmy Darn (until October 2020)

Melody Makers is the other St Andrew's toddler and baby group. On average eight children attended with their parents or carers. Melody Makers is a pre–school drop–in singing session, which runs alongside the Tuesday Café. The children and their carers were led through 20–25 minutes of well–known children's songs with the use of puppets, props, and instruments. The group was held within the main church building in an enclosed area. This group was unable to meet from March 2020 due to the Covid restrictions in place.

Tuesday Morning Café (met on Tuesday mornings during term time)
Leader: Judith Fish

The Tuesday café remained a very popular meeting place for the local community. The café opened at 9.00 am on Tuesdays for the St Andrew's Pre–School parents/carers to attend. Some stayed to Melodymakers. There were a number of individuals who popped into the café to meet up with family and friends. The refreshments and cakes were offered for free with the opportunity to make a donation towards the work of the Diocese of Chichester Family Support Work. In 2020 the Tuesday Morning Café raised £235 in total to FSW from the café and other fund–raising initiatives before needing to close due to the Covid pandemic.

Men's Breakfast (three times a year)
Leader: Andy Sherlock with Trevor Beckett (Sheddingdean Baptist)

The purpose of the breakfast remained providing a comfortable environment where uncommitted men can come to a living faith in the Lord Jesus Christ and so to spread the gospel to the men of Burgess Hill and the surrounding towns. The events normally started with prayer followed by a continental breakfast and bacon rolls. After eating a speaker would talk on their chosen subject and its relation to their faith. Unfortunately, it was not possible to hold Men's Breakfast events during 2020 due to the Covid pandemic. The team that supports the breakfast in making booking, purchasing the food, laying table, cooking on the morning and most importantly tidying up stands ready for the opportunity to serve again.

The Men's Pub Night (the first Tuesday evening of each month)
Leaders: Andy Sherlock; the clergy.

St Andrews had established this regular meeting at the Water Mill pub at Worlds End on a Tuesday evening once a month for men of the church to meet with one another in order to get to know each other better, and to encourage one another in their faith. This has developed into a pleasant evening of fellowship, pool, darts and relaxation. Somewhere between three and eight men meet up each time. Unfortunately, it was not possible to meet during 2020 due to the Covid pandemic.

Relief of Poverty in the Local Community

During 2020, St Andrew's continued to grow the work of the Acts 4:35 team and the Hardship Fund which were set up in 2018. The purpose of both these initiatives was the relief of poverty.

Acts 4:35

Advocates: Mandy Anstee, Nicki Duckworth, Richard Garbutt and Robert Monroe.

Acts 4:35 is a national Christian web–based, crowd–funded charity that works with local partners, one of which is St Andrew's church. The aim is to provide help for people with a financial need up to a maximum grant of £150. A number of people were helped during 2020, both members of St Andrew's Church and those in the wider community. This has included, for example, the purchase of a tumbler dryer for a household where a terminally ill family member was generating a large amount of dirty linen and the provision of basic cooking facilities for a bereaved widow. Due to the charity's requirements for confidentiality, it is not possible to report more specifically on particular achievements. Four grants were made in 2020.

The Hardship Fund

Team: Mandy Hanlon, Isaac Pain, Jonny Lewis, Sheila Smith, Andy Sherlock.

The Hardship Fund was set up to help support members of the St Andrew's Church family in financial need. A number of people were helped during 2020 and grants paid out totalled £785. This has included, for example, a contribution towards floor covering, and the provision of basic items of furniture. Applications to the hardship fund were made through the Acts 4:35 Advocates (as an application was made to Acts 4:35, if appropriate) and two members of the team made decisions on applications on behalf of the PCC.

Support for Mission in the UK and Abroad

In addition to the work of homegroups in supporting mission agencies and ministries around the world, St Andrew's Church maintained its long–standing tradition of supporting mission and evangelism both in the UK and abroad. Retrospectively, as the accounts for 2020 were being finalised in January 2021, it became clear that tithing St Andrew's 2020 income would require taking funds from reserves to support the charities listed below. Therefore, the PCC made the decision to limit the giving to mission at home and abroad for 2020, with the proviso that the St Andrew's Gift Day 2021 would be devoted to making up the shortfall. The result of this will be reported in the 2021 Annual Report. Specific days were set apart for giving to these charities, following the normal practice at St Andrew's.

A collection was taken for the ***TLA Charitable Trust*** (which spreads the gospel in the Muslim world) in March and £329 was given towards their work. A collection was taken for the ***Church Mission Society*** (which works in many areas of mission and evangelism around the world: https://churchmissionsociety.org/) in May and £421 was given towards their work. A collection

was taken for the ***Bible Society*** (which works to produce Bibles, Bible translations and Bible study materials around the world: https://www.biblesociety.org.uk/) in July and £133 was given towards their work. A collection was taken for ***Tear Fund*** (which works for the relief of poverty around the world: https://www.tearfund.org/) in October and £706 was given towards their work. A collection was taken for the ***Children's Society*** (which works to help children in need: https://www.childrenssociety.org.uk/) at the Christingle service in December and £387 was given towards their work. A collection was taken for ***Chichester Diocese Family Support Work*** (which works with vulnerable families in Sussex: https://www.familysupportwork.org/) over the Christmas services in December and £335 was given towards their work. A collection was taken for ***Off The Fence*** (which works with the homeless and abused: https://www.offthefence.org.uk/) over the Christmas services in December and £419 was given towards their work. St Andrew's continued to support ***Caring and Sharing***, a charity which supports the poorest communities around the world through fifteen projects providing childcare and education for children, and for health and support for adults. In 2020, St Andrew's Church donated £93.06 towards their work. St Andrew's also, on Christmas Day gave various gifts to the poor and vulnerable including one twinned toilet in the Democratic Republic of Congo, a family of chickens, one cockerel, one top notch tree, food and medicines for Christian Aid during lockdown and a nanny goat.

Discipleship and Pastoral Care

The ministry of pastoral care has been a hallmark of St Andrew's ministry over many years. Traditionally, given the number of regular and occasional worshippers, much of the day-to-day pastoral care has been undertaken by members of the congregation caring for each other. In 2020, when the first lockdown took place, the vicar and pastoral coordinator worked with the staff team to create a pastoral network so that members of the church community could support each other through the inevitable social isolation that would result from restrictions on freedom of movement made necessary by the spread of COVID19. The aim of the pastoral network was to prevent the coronavirus pandemic creating a social isolation problem. The network put everyone on the church database except business contacts (so those on the electoral role plus anyone who attends St Andrew's or is on the fringe of the church) into a list which was divided into smaller units which someone was assigned to call regularly. Where homegroups existed, the homegroup became the pastoral unit and the leader was assigned to keep in touch with people. Where people were not in homegroups, a member of the staff team or a volunteer was assigned to ring the people on their list. The pastoral coordinator and the vicar reviewed the list from time to time to check that it was still functioning to ensure that people were being cared for.

The pastoral coordinator continued to do much of the pastoral work at St Andrew's, under the oversight of the vicar, and with a network of people who helped. Clearly most of this work was done over the telephone or by digital communication on account of restrictions on visiting. The home groups also undertook a great deal of the pastoral care for the congregation in their regular meetings, and through the various social media they used. A number moved to meeting on Zoom, whilst some enjoyed the ability to meet outside during the summer months. This sharing of the pastoral burden in this way enabled the clergy to focus their pastoral care on those with greatest need, particularly the dying. The vicar (and sometimes the curate) and the pastoral coordinator met weekly to try to ensure that all were receiving the pastoral care they needed. Pastoral services, the preparation for them and the follow up after them, continued to support people at key points in live—particularly those who have been bereaved in 2020 and previously.

The home groups also continued to support members in their Christian discipleship. The vicar and home group leaders put the conversation about how to become more intentional about growth in discipleship on hold during the pandemic, in order to focus on how to continue life together and to pray together and for each other during the pandemic.

Pastoral Coordinator and Pastoral Team

Pastoral Coordinator: Howard Hitchman

The pastoral care team continues to seek to bring Christ's love and hope to wherever they are called and provide both spiritual and practical support. In the last year, the whole country has been subjected to a pandemic which has resulted in the ways in which pastoral support at St Andrew's can be provided being more limited, at a time when such care is increasingly needed. During this time, pastoral care has been limited to very occasional home visits, collection of prescriptions and shopping, but mainly to telephone calls. Where appropriate and where people are qualified, members of the pastoral care team have communicated with families and helped them with difficult life decisions concerning care for relatives no longer able to look after themselves, supported them as they worked out care and support packages, and helped those who have moved into full time care with making the transition. The pastoral care team has led the way in the provision of telephone calls, in particular to those who are living on their own, and have encouraged church members to phone one another to keep in touch. In addition to the provision of formal pastoral support, there is a considerable amount of informal pastoral care within the St Andrew's church community built around longstanding friendships and relationships. Whilst it is difficult to provide exact figures, it is likely that at least fifty people receive regular pastoral contact with at least twenty people regularly providing such support.

Homegroups

There were sixteen homegroups meeting during 2020. The homegroup leaders met twice during the year (once on Zoom) with Andy Angel to share what had been happening in the groups, share good practice and think through the developing role of homegroups within the mission and ministry of the church. In line with these discussions, the homegroups have continued to open up to new members, particularly people recently come to faith, to nurture them in their new faith.

Reflections (met fortnightly on Mondays at 7.30pm)

Leaders: Don and Linda Gubbins.

The group has eight members. Due to the coronavirus the group was unable to meet for most of 2020. The group stayed in touch through phone calls and emails, as Zoom did not really work for the group members. The prayer life of the group increased and the prayers have changed a lot as individuals have different needs. The group support Marlene Early who coordinated knitting teddies for children in the majority world, distributed by Mercy Ships.

Beta Path (met fortnightly on Tuesday evenings)

Leader: Sue Gumbrell. Host (including Zoom host): Mandy Anstee.

The group has six members, all of whom attended most meetings. Meetings started with talking; sharing what had been going on in the members' lives. After a Bible study, the group prayed. Prior to lockdown they met physically and then via Zoom. During the summer, the group met weekly in the Church grounds in a socially distanced way. This was a great support to all, particularly to those of members who live alone and one who is a key worker. This year the group have studied the resurrection and types of prayer and considered some of the Psalms. The group supports Mandy Anstee who coordinates St Andrew's seasonal services (Harvest, Christmas and

Easter) in nursing and residential homes and also support Tear Fund.

Chanctonbury Pilgrims (met weekly on Tuesday evenings between 8 and 9.30pm)
Leader: Amanda Hanlon.
The group has eight members, most of whom attended all meetings. The group met to share fellowship through weekly Bible Study and to provide pastoral support and prayer for each other. Members of the group were encouraged to share leading meetings. Sam and Thea Pearce produced a Bible Study for the group on The Apostles Creed. Sam and Thea led the group in Bible studies on individual verses from late January until late February. They then took a break from this to follow the Lent 2020 course, "Saying Yes to Life – Care for Creation". It had been planned before the Covid restrictions were put in place to return to Sam and Thea's Bible Study after completing the Lent Course. After the first two sessions of the Lent course, the first lockdown took place and the group stopped meeting as they did not want to meet via Zoom. The group continued to support Tieresong, their sponsor child through Action Aid, up until December 2020. Although not meeting on zoom, the group continued to support each other in both pastoral and prayer support via email. Some of the group met for coffee a couple of times during the summer at Nottcutts Garden Centre, Ditchling.

Encounter (met weekly, except school holidays, on Wednesday mornings from 10am to 12 noon)
Leader: Rosemary Burgess.
The group has five members, and all attended most meetings, rotating around the member's houses as venue. The group met through January and February. Meetings began with a chat over coffee and biscuits. Then they had a Bible study, followed by prayer for families, things that were happening in the world, and for each other. They ended with the grace. Since the Covid restrictions have been in place they have kept in touch and supported each other by telephone. The group supports the Church Mission Society.

Fabi and Hazel's Group (initially met monthly but then met fortnightly on Thursday mornings)
Leaders: Hazel Teather and Fabi Angel.
The group has six members. Three of them have attended Alpha courses in recent years, two being new to faith. All members attended the meetings. Ordinarily meetings started with coffee and a catch up. Then the group prayed and studied the Bible. Then they prayed some more and finished with more coffee and fellowship. With the COVID restrictions the group continued to meet in a garden when allowed during the summer, bringing their own refreshments. They kept in touch during lockdown by telephone and towards the end of the year met by Zoom. They explored a bible course from the Bible Society which is designed for small groups on Zoom.

Ferndale (met monthly on Thursday mornings)
Leader: Pat Peers.
The group has six members. Ordinarily the meetings began with coffee and chat, followed by prayer and Bible study. During 2020 the group was unable to meet due to the Covid restrictions. As the majority of the group are involved with Oasis they have kept in touch through continuing to support each other through this ministry.

Food and Fellowship (met monthly on a Monday evening mostly, but weekly during Lent, during lockdowns have met weekly)
Leader: Haydn Peers.
The group has ten members, and has recently added a further single member, and all attended the meetings. Meetings were primarily focussed on Bible study, opening and closing in prayer.

The group suspended its usual practice of sharing a meal together because of the pandemic. The group undertook and completed, as a result of more meetings than usual, to complete a long study on St John's Gospel, and continued and completed a shorter study on the book of James. They support the Diocese of Chichester Family Support Work, the Gatwick Travel Care charity, Rotary and Tear Fund.

Heather's Group (met fortnightly on Tuesday evenings at 8pm)
Leader: Heather Griffiths.
The group has seven members in total. Meetings have attendances of five members on average. The group meet to study the Bible, pray and support each other. They have been meeting on Zoom during the lockdowns and managed to hold a social meeting in the spring before the lockdown and a second one in the summer hosted by Clive and Julie Burgess. During the past year they have completed looking at Hosea and progressed onto a series of studies called '@Christian Beliefs'. Individuals within the group supported various charities including Send a Cow, Open Doors, Sight Savers, Tear Fund, NSPCC, Parkinsons and Off the Fence. John Hayward and Heather also help with the 4 Sight Rambling Group.

Manor Road (met weekly on Tuesdays between roughly 10.00am and 11.30am)
Leader*: Isaac Pain (till 11/20, then vacant). Host: Joan Gumbrell*
The group has seven members, most of whom have worshipped at St Andrews for many decades. Meetings start with chat and coffee. When physical meetings stopped the group continued to support each other using telephone conference calls. During the summer and early autumn, the group met in the garden. There seemed to be no rain on a Tuesday morning for several months! They studied the Parables and Luke's gospel. The group prayed for each other. The group supported the Church Mission Society.

New Encounter 2
Leaders: Iain and Emma Mackrory-Jamieson
The group has ten members most of whom attended meetings, with an average attendance of seven. They met together to study and pray. Meetings stopped with the first lockdown. However, they have kept in touch and supported each other through their WhatsApp group, sharing news and prayers. They met up once when restrictions allowed and also tried a zoom meeting. The support and answered prayers have kept the group going.

New Encounter 3 (met weekly on Thursdays between 8pm and 10pm)
Leaders: Ed and Katy Perrett.
The group has seven members, most of whom attended meetings, while permitted, although one joined via WhatsApp video link as they are often unable to leave home. After lockdown, the group continued to meet on Zoom. Meetings began with welcome, drinks and catch–up conversations. This was followed by Bible study for about an hour and then roughly forty minutes of giving each member of the group opportunity to share and then they pray. Topics studied included themes from the Apostles' Creed. The group support and encourage each other.

Noel Rise (now The Barnabas House Group) (met weekly on Wednesday evenings in term time)
Leaders: John Dawson, and then Jean Lowes and Elaine Simmons.
Having previously been hosted by Kathy Pyle in her home, the group met once a fortnight via Zoom for most of 2020 due to the Covid restrictions, hosted on Zoom by Lucy Monroe. The group has ten members and they studied Names of God and Exploring the depths of Gods Character.

The group supported the Church Mission Society. The group decided to change the name from The Noel Rise House Group to the Barnabas House Group as they no longer meet in Noel Rise.

Skinners' Saints (usually monthly on Wednesday evenings but fortnightly by Zoom during the pandemic)

Leader: Rob Lowes (until November 2020), then Steve Smyth

The group has eight members, with six to eight of them able to attend meetings. The group have continued to meet online during the pandemic. Meetings began with a catch–up session and sharing news. Then they studied the Bible and prayed, including prayers for healing. During 2020, they have studied Cover to Cover resources on 1 Corinthians and 'The Uniqueness of Our Faith' and Graham Tomlin's book *Why being yourself is a bad idea*. The main highlight of the year was the transition from meeting in houses to getting together on Zoom.

The Branch (met weekly on Wednesday evenings)

Leader: Andy Sherlock.

The group has eleven members, with an average of nine attending each meeting. The Branch underwent a great change in the year and then began to settle down to study, mission and fellowship again. Membership numbers had steadily grown and with the vicars support the decision was taken to divide into two groups. The object of the division was to allow space for new members to join both groups as the Lord brings them to St Andrews or for whatever reason existing congregation members want to join a house group. During the pandemic all the meetings have been on Zoom and take one of two forms. Some evenings began with prayer followed by Bible study and closed with time for discussion and then prayer. On other evenings, time was spent sharing the events of members lives and talking about what God has done and where there were needs for prayer. Sadly, meals together, charity quizzes and Easter egg hunts had to be cancelled in 2020 but a great time was had gardening at the church during the summer. The group had a Facebook page where they shared prayer requests and supported each other throughout the day.

Tracey and Sylvia's Group (met weekly on Wednesdays)

Leaders: Tracey Hoek and Sylvia McLarnon

The group has five members who met on Wednesdays. Their focus was to draw closer to God and to lean into him, to trust that he is in the detail and will never leave us – Joshua 1:9 being one of their favourite verses. In 2020 they completed studies on James, Angels, and The Uniqueness of Our Faith. They studied and prayed together for those whom they sensed God was placing on their heart with personal issues and seasons. Highlights of 2020 were lots of answered prayers, still being able to meet each week on Zoom calls, and for one night in the summer being able to sit in the garden with soft summer breezes and fairy lights.

Youth Encounter/Legacy (met weekly on Thursday evenings)

Leader: Jonny Lewis (Until May 2020, Mark Edwards from September 2020)

Youth Encounter continued to provide time and space each Thursday evening for our youth to come together and 'do Christian life' together. Home visits and mentoring to young people was undertaken whilst this was possible. Jonny Lewis maintained this work until May 2020 when he left to take up a new post. Isaac Pain continued subsequently until the new youth evangelist Mark Edwards arrived in September. The youth group changed its name to Legacy. The concept behind the new name Legacy was to raise and release a generation of young people that will go on to make disciples as part of their spiritual legacy—an idea drawn from 2 Timothy 2:2. At some

points between lockdowns, it was possible to hold socially distanced meetings together and during times of tighter restrictions regular zoom meetings were held instead.

Other Youth Activities The usual large youth gatherings have not been possible this year due to the Covid pandemic restrictions. As part of the Hub work Mark continued serving, supporting, training and pastoring other youth pastors locally. New branding was developed and there was the first of the UNITED cross church youth events held online in November.

Other Fellowship Groups and Meetings

St Andrew's other fellowship groups and occasional meetings, in addition to the homegroups. Some are long–standing, like Oasis and Afternoon Fellowship. Others are more recent.

Afternoon Fellowship (met the second Wednesday of each month)

Leader: Carol Smethurst.

Afternoon Fellowship continued to cater for the 'more mature' ladies who mostly belong to the congregation, with some from outside St Andrew's. The group provided prayer, friendship and pastoral care for each other given that many members were living on their own. There were nineteen members with a regular attendance of about sixteen. Meetings began with a brief act of worship. The January meeting was quite informal and led by Revd Sylvia McLarnon. The group shared their Christian experiences and faith. In February, Laurence Leng came to speak about the work of Cat Protection and his time playing and stroking cats to keep them people/pet friendly. In March we welcomed two new members and there was an attendance of sixteen. Peter Hill gave us a slide show on his trip to the US "Rockies to the Prairies".

Oasis (met on the fourth Tuesday of every month)

Leader: Pat Peers, Jenny Bennett and the Oasis committee.

During 2020, the Oasis group has been unable to meet due to the vulnerable nature of the attendees, and the Covid restrictions. Every member has been contacted on a regular basis by a member of the committee. The committee have continued to meet by Zoom. All members had a goody bag delivered to them at Christmas.

Pastoral Services and Ongoing Support

St Andrew's offers ministry to people living in the parish through the pastoral services (marriages and funeral services, interments of ashes and memorial services) at times of great joy and also times of grief. St Andrew's offers preparation and ongoing support to people who come to the church to get married and to say goodbye to loved ones who have died.

Marriages

Authorised ministers: Andy Angel, Isaac Pain, Sylvia McLarnon.

One marriage was conducted at St Andrew's in 2020, and the Revd Dr Andy Angel officiated at the wedding of a member of the congregation but in another church building. Prior to all marriage services, the couple meet with the minister who will marry them to talk through what Christian marriage is about and couples are given space to work out whether they want to make the kind of commitments the Bible teaches people should make in marriage. Exploring Christian marriage offers the opportunity to explain what the Christian faith is about in a non–threatening way (as biblical teaching says marriage is for everyone, not just Christians, so you do not have to be a Christian to get married in church). The couple meet with minister again to reflect on the things they explored in the first session and fix details for the marriage service. Couples are invited to church to hear their banns read, and where appropriate invited to church activities.

Funerals

Authorised ministers: Andy Angel, Isaac Pain, Rob Lowes, Sylvia McLarnon.

During 2020, ministers from St Andrew's conducted three funerals in church (one of which was a burial) and six funerals at crematoriums. Prior to funeral services, clergy visited the families or nearest of kin of the deceased, spent time listening to them and offering them consolation, as well as organising the funeral service with them. Sometimes, there was a lot of communication (both offering comfort and organising the service) in between the initial visit and the funeral service. Mourners were always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Interments of Ashes

Authorised ministers: Andy Angel, Isaac Pain, Rob Lowes, Sylvia McLarnon.

During 2020, three services of the interment of ashes were conducted by ministers from St Andrew's. Where these services follow on from funeral services taken by ministers from St Andrew's, the family is contacted, and the service is arranged together. Where the funeral was taken by another church, ministers from St Andrew's visit the family in the same way as for funeral services. Mourners are always put in touch with the bereavement team and offered ongoing support, as described in the reports below.

Memorial Services

Authorised ministers: Andy Angel, Isaac Pain, Rob and Jean Lowes.

During 2020, ministers from St Andrew's no memorial services took place. In November, St Andrew's hosted the yearly memorial service to which all who have been bereaved over the last year, and in recent years, are invited. In the context of worship, and after reading and preaching the Word, the names of loved ones who have died were read out and members of the congregation were invited to come to the front to light a candle in memory of those they have lost. This was also live streamed and resources were posted to those who were not able to physically join the service to enable them to participate.

Bereavement Cafe (met late morning for lunch on the third Thursday of each month)

Leaders and team: Jean and Rob Lowes, Howard Hitchman, Janet Milligan, Joyce Rider.

This group exists to support anyone who has been bereaved or has had any kind of loss, however recently or long ago. In previous years, people met from 11am to 2pm to enjoy a safe space where they could talk to others in the same situation. After a cuppa and time to talk, a simple lunch was served and much enjoyed. These had to be discontinued due to Covid restrictions, the last meeting being held in February 2020. The team continued to contact the next of kin of those who have had funerals through St Andrews and others who they knew was bereaved. They continued to send a "Thinking of You" card on the anniversary of their loved one's death. Although they have been unable to invite new people to meetings, the team have continued to keep in touch with the fifteen members of the group by phone. At Christmas they went round personally and saw all the members for a doorstep chat with a Christmas card and small gift.

Bereaved Men's Lunches (once a month on a Wednesday)

Leader: Rob Lowes.

A group of six or seven men normally meet once a month on the third Wednesday of the month, to have lunch at a local pub. We meet to support and encourage each other and enjoy a short discussion of topics of mutual interest, based on the Bible. Friendships have formed, and a

number of the men also meet socially at other times, when restrictions permit, of course. Due to Covid restrictions, the group were unable to meet after February 2020 and were not been able to invite any new members. They have kept in touch by phone during the year.

Training and development
As part of its wider ministry of growing disciples, St Andrew's offers placements to those who are in training for ministries of various kinds. During 2020, Revd Isaac Pain completed the third year of his **curacy** and began exploring various parishes for a first incumbency. He left St Andrew's to become the vicar of Cranfied in the diocese of St Alban's in November 2020.

Mrs Diane Kutar completed her second and began her final year of training for ordination at St Mellitus College. She was on placement at St Andrew's until March 2020 then an alternative placement at the Parish of Beeding, Bramber and Botolph's until early December 2020. Mr Peter Sutton completed his first year and began his second year of three year's training for ordination at St Mellitus College. Both ordinands were supervised by Revd Dr Andy Angel.

During 2020, the diocese of Chichester continued to roll out its initiative of bishop's **permission to preach (with training and supervision)**. Prior to this, only those who were ordained or who had undertaken reader training or other ministerial training approved by the diocese were permitted to preach in Church of England churches in the diocese. The permission to preach entails the vicar agreeing a form of training and supervision for each person applying to preach with the bishop. Andy Angel gave preaching supervision and guided study to Jonny Lewis, Mark Edwards, Diane Kutar, and Peter Sutton.

In addition to offering placements for ordinands and trainee youth ministers, and training preachers, St Andrew's Church continued as a placement church for the **International Bible Training Institute**. Groups of three to five students join our 10.30 am services during term time. Groups of fifteen to twenty students join our worship and teaching services at 6.30 pm during term time. Students participate in the studies and, with the agreement of the Institute, help lead our sung worship. This was suspended due to lockdown restrictions in March 2020.

St Andrew's Church also delivered a training program for those working with **The Hub** team in secondary schools. The Hub team had been meeting six times annually between 2017 and 2019 for training sessions on the following six topics: evangelism in schools, spiritual and moral education, psychology of adolescent religious development, building bridges between churches and schools, leadership development and big questions in youth ministry. Each session had an hour of Bible study relevant to the topic and learning in the area specified for the session. Andy Angel oversaw the delivery of the program. The programme was suspended when the first lockdown took place. During the summer, when restrictions were lifted sufficiently to allow meeting in groups of six, Andy Angel met with the Hub team. When Mark Edwards arrived as youth evangelist and discipler, the Hub team met for another training session between lockdowns.

Worship, Teaching and Prayer

Throughout 2020, services of worship continued. Before the lockdown, they continued to take place across the parish—not only in the church buildings. These services include services of Holy Communion for the housebound, as well as monthly services of Holy Communion in five local residential homes. However, after the first lockdown services went online. Seasonal services were

offered in the six residential homes where we take such services at Harvest and Christmas but due to technical issues, services only took place in three of these homes. (For services with local schools, see the reports below).

Regular and seasonal worship in the church buildings

When 2020 began, St Andrew's continued the pattern of three Sunday services on a normal Sunday: the 9.00 am service of Holy Communion, the 10.30 am morning worship, and the 6.30 pm worship and teaching service. There was also a service of Holy Communion each Wednesday. These services were led by the clergy with teams of helpers for leading services, preaching, Bible readings, prayers, sound and audio–visual, leading sung worship, prayer ministry, refreshments, and decoration (including seasonal decoration and the regular flower arrangements), and children and youth groups. This pattern of worship changed during the first lockdown. Services went online and when the church was opened up for worship, services were offered both online and in the building. Throughout the remainder of 2020, most church members worshipped online. Before the lockdown, St Andrew's hosted the Burgess Hill churches Prayer United service in January, and church members met for prayer on Tuesday and Thursday mornings. When the first lockdown commenced, churches were instructed not to collect figures of those worshipping and so there are no figures for numbers of people worshipping during 2020. The PCC decided at its Vision Day in 2020 to invest in the equipment necessary to broadcast services with the ability to move between livestream and pre-recorded material. This was brought from a £3,300 grant in a restricted fund which was to be spent on worship.

9.00 am Sunday Service of Holy Communion

Before lockdown, services followed the inherited pattern of Holy Communion using the liturgy in Common Worship Order One in the first and third Sundays of the month, and the liturgy in Common Worship Order Two (a slightly modernised version of the Book of Common Prayer service of Holy Communion) on the second and fourth Sundays of the month. Before lockdown, the services continued with the inherited pattern of singing on the first three Sundays of the month and having a said service on the fourth Sunday of the month. During the first lockdown, this service moved to Facebook livestream. When the buildings were re-opened for worship, the service continued to be livestreamed but with a congregation in the building too.

10.30 am and then 11am Sunday Morning Worship

This weekly service of worship continued to be informal, following a pattern of opening prayers, worship songs, Bible readings, sermon, prayers (sometimes including times for the congregation to respond in prayers or activities), notices, closing sung worship and a blessing. During the service groups ran for those under eighteen years of age (on which see the reports below). This service continued with contemporary worship music led by various groups of musicians. During the first lockdown, this service changed to a pre-recorded service which was streamed on YouTube. It was noticed that viewing number dropped for this service and the viewing numbers rose for the 9am live-streamed Holy Communion. Therefore, the service was moved to Facebook live-stream from the church building later in the year and the viewing numbers trebled. (These numbers are not available as they were not recorded, as per the instructions from the bishop).

Tiddlywinks is a group for children between birth and five years of age. The new program (which began in 2019), including an action song, a Bible reading from The Beginner's Bible, a craft activity, prayers with Tiddly Bear and play time, ran until the first lockdown.

Kidzone is a group for our primary school age children. The team continued with the normal program of games, craft, stories, discussion, drama, songs, puppets and all age interaction until the first lockdown.

St Andrew's Youth on a Sunday provided sessions during the service, designed to help them explore scripture, faith and church life until the first lockdown.

6.30 pm Sunday Worship and Teaching

In the first part of the year, services of worship and teaching ran until the first lockdown. They began with informal contemporary sung worship and open prayer for just under half an hour before a short break for coffee. The exercise of the gifts of the Holy Spirit continued to be encouraged. After coffee, there was an hour of adult education style study of a biblical text. The series that ran in January and February 2020 was on the cross of Christ in the New Testament. The service was suspended at the first lockdown. During the summer, there were calls for it to be re-established online, and so it resumed on Zoom during the autumn term when those gathered studied a series on coronavirus, chaos and the cross of Christ. The International Bible Training Institute continued to send students to this service until the first lockdown. Their COVID provisions did not enable them to join the Autumn term course as they were isolating as a community, with an intense program of study truncated from a year into a matter of months.

10.00 am Wednesday Service of Holy Communion

The service of Holy Communion on Wednesday mornings was informally formal, using the Common Worship Order One liturgy with something of a light touch. The sermons followed biblical books chosen by the congregation each term. The same informally formal liturgy with the congregation choosing the study series moved easily to Facebook livestream during the first lockdown. When the church building reopened for worship, the service continued to be livestreamed with a congregation in the building.

Daily Morning and Evening Prayer

During the first lockdown, the decision was taken to stream morning and evening prayer each day as a way of keeping members of the congregation in touch with each other, not least as there were high levels of fear which worship might ease. As viewings suggested that this was meeting a need, it was decided to continue with this until at least the time when worship was transferred mainly back to the buildings.

Seasonal and Ecumenical Services

During 2020, St Andrew's hosted the annual January Burgess Hill churches' Prayer United event (an evening of worship and prayer open to all churches in Burgess Hill), and members of the congregation also attended the other two united prayer events later in the year.

The Pancake Party on Shrove Tuesday (see in ***Mission and Evangelism*** above) was followed by the evening Ash Wednesday service of Holy Communion with Ashing. However, Easter services were celebrated wholly online with a Maundy Thursday Communion and Hour at the Cross livestreamed from the vicarage, a pre-recorded Good Friday all-age and Easter Sunday all-age service and an Easter Sunday Communion livestreamed from the vicarage garden. On Ascension Day the church joined the other churches in Burgess Hill to pray for the nine days leading up to Pentecost. Members of the congregation were invited to keep prayer going all day and night for these days and most of the hour slots were filled. The keeping of the nine days of prayer was done in conjunction with Thy Kingdom Come. On Pentecost Sunday, we had our normal Sunday services, minus Worship and Teaching.

Advent began as usual with the Toy Services on Advent Sunday when toys were collected at both morning services for Diocesan Family Support Work who give them to families in need as Christmas presents for their children. All this was done safely and in accordance with the government and national church COVID regulations. Special services took place throughout Advent and Christmas, including the Christingle service (at which we collected money for the Children's Society) and the services of Nine Lessons and Carols. On Christmas Eve we continued our tradition of a congregational–participation nativity (only in their seats and socially distanced) at the Crib service and the First Communion of Christmas leading up to Midnight. On Christmas Day, we had our regular Christmas morning all–age worship.

The Church Flower Team

Leader: Chris Cherry

Team: Rosie Elkins, Ann Lea, Joan Spencer, Geraldine Davey, Janet Milligan, Eunice Hodgkinson, Collete Prevett and Nora Coles.

Prior to lockdown, the team met every Friday morning to arrange fresh, seasonal flowers in the church, normally comprising one large pedestal and two matching arrangements on the altar. Also, when requested, flower arrangements to celebrate anniversaries, birthdays and memorial flowers for loved ones were produced. Regular flower arrangements as outlined above were carried out by the team until Friday 20th March 2020. After this all flower arranging in the church ceased with the introduction of the first lockdown due to COVID 19. In the light of the vulnerability of the flower team, all flower arranging activities ceased for the rest of the year. There was one exception to this which was the creation of four artificial flower arrangements for the Christmas period.

Worship in the Community

Regular acts of worship take place in the community alongside those in the church buildings. These include home communions, monthly services of Holy Communion in six residential and nursing homes, and seasonal services in residential and nursing homes.

Home Communions

Coordinator: Francis Noel.

A team of fourteen members of St Andrew's take services of Holy Communion (by extension) in people's own homes when people are no longer able to attend services in the church buildings, or where illness temporarily prevents them from joining our regular acts of corporate worship. During 2020 in January and February, seven people regularly received Holy Communion in their own homes. However, this was suspended from March due to the Covid restrictions.

Nursing Home Services of Holy Communion

Coordinator: Francis Noel.

During January and February 2020 services of Holy Communion (by extension) were held in six nursing and residential homes in Burgess Hill: Oak Lodge Nursing Home, Rookwood Care Home, Woodlands Nursing Home, Hilgay Care Home, Edward House and Firgrove Nursing Home. There were twelve people in the teams who take the services in the homes, and they have been clearly appreciated by staff and residents. Prior to lockdown two further homes were approached about holding Communion services monthly for their residents, Marten House and Triple Trees. However, all activity had to be suspended from March due to the Covid restrictions. All homes have been advised about how to access the virtual services.

Nursing Home Seasonal Services (Harvest and Christmas)
Coordinator: Amanda Anstee.
Service leaders: Andy Angel, Isaac Pain, John Dawson

The usual seasonal visits to local nursing homes could not take place during 2020, with the planned Easter services being cancelled at short notice. However, with the help of Zoom, Mandy, Andy and Isaac did manage to join some of the homes for songs of praise and Carol services at Harvest and Christmas. The staff did a wonderful job of setting up screens so that everyone could all see each other. It was such a treat to meet the residents this way, to be able to share Bible readings and prayer, and to even hear some of them singing along to the recorded music. A further two homes, which did not have the ability to host a Zoom service, happily received resources and suggestions so they could hold their own events, to provide their residents with the opportunity to know God's love at Harvest and Christmas. It was not possible to speak to the residents individually as usual at the end of the services. Nevertheless, it was a joy and a privilege, as always, to be able to share the hope of Jesus with them during these times.

Structure, governance, and management

In order to support these ministries and ensure that they run as smoothly as possible, St Andrew's has teams responsible for various aspects of administration and management. These are the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP) and, as legally required, the Standing Committee. As the PCC decided not to delegate business to the Standing Committee, the Standing Committee did not meet during 2020. However, the membership is listed below as the committee was formed by the PCC, as required in law. Although the PCC works with the vicar to oversee ministry and mission at St Andrew's, much of the day–to–day administration of the church is passed onto the church office. In conjunction with the church office, the wardens oversee various aspects of church administration. Although the vicar and the PCC, with the safeguarding officer, are ultimately responsible for safeguarding at St Andrew's, there is a separate safeguarding report below.

Parochial Church Council

Membership of the Parochial Church Council (PCC) is determined under the Church Representation Rules and consists of certain ex-officio members (the Vicar, the Curate and a representative of the lay readers licensed to officiate in the church), the Churchwardens and members of the Deanery, Diocesan or General Synods and up to 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The full PCC met eight times during the year, once face to face and the remainder via Zoom. Standing items on the agenda at each meeting included: clergy reports, youth report, finance (including F&GP report), and safeguarding. Particular items which were addressed by the PCC during 2020 included the ongoing development of the youth strategy, including the recruitment of a youth evangelist to replace the schools missioner, the furloughing of staff due to COVID, the financial impact of the pandemic, the changes in the pattern of ministry due to the pandemic, the worship pastor role, and Living in Love and Faith. The PCC vision day in September 2020 was given over to considering the worship pastor role after the departure of Jimmy Darn, and how the church might adopt a physical and digital approach to worship. The PCC decided to invest in equipment (using the £3,300 St George's grant given for use in developing worship) to enable this to happen so that even after the pandemic had abated, worship could continue to be streamed from the building for those who were unable to attend in person.

Those who served on the PCC during 2020 were:

Rev Dr Andrew Angel (chair)
Mrs Diane Kutar (PCC Secretary/Electoral roll officer from APCM)
Mr Andrew Sherlock (until APCM)
Mr Steve Watson (until APCM)
Mrs Angela Tugwell (until APCM)
Mr Bob Oliver (Treasurer)
Mr Jonny Lewis (until resignation May 2020)
Mrs Linda Porter (Safeguarding Officer)
Miss Sue Gumbrell (Deanery Synod)
Mr Ian Porter (Churchwarden)
Mrs Sheila Smith (Church Warden until APCM)
Mrs Celia Davis (Churchwarden from APCM)
Mrs Sarah Wilson (Electoral Roll Officer until APCM)
Miss Amanda Hanlon (Deanery Synod)
Mr Guy Fortescue
Mr Ben Jones
Mrs Amanda Anstee (from APCM)
Mrs Janet Davies (from APCM)
Mr Howard Hitchman (from APCM)

Standing Committee

The Standing committee is available to transact urgent business between PCC meetings. It currently includes the Vicar, the Curate, the Churchwardens and the Parish Treasurer. The PCC did not delegate any business to the Standing Committee during 2020, preferring to have extraordinary meetings of the PCC to conduct any necessary business between fixed meetings.

Finance and General Purposes Committee

The F&GP is a sub–committee of the PCC, meeting between PCC meetings in order to oversee the practical administration of the church premises, and to keep a watching eye on the finances of St Andrew's. The F&GP also scrutinizes the various drafts of the budget at its September, October and November meetings before they go to the PCC. During 2020, the F&GP met seven times in the year to deal with the finances and building management of St Andrew's, reporting back to the PCC where the necessary decisions were made on particular issues.

Fabric, Goods and Ornaments

As always, on a busy site there has been significant activity with respect to fabric, although progress in some areas has been slow due to the pandemic. The new screen agreed in the Rider Hall lobby, funded by the Pre–School, was installed. The maintenance contract with PDP for heating systems worked well with no significant heating failures in the year. Due to COVID restrictions little progress was made with the proposed closure of the graveyard and this will be completed in 2021. Two incidences of fly tipping were dealt with. Remedial work was undertaken with respect to emergency lighting and a service contract for the fire–alarm system was entered into. The much–needed streaming equipment for Church was researched and purchased. The external door to the pre-school cupboard was replaced as this had rotted away at the bottom, contributing to mice being able to access the storage areas in the Rider Hall. Mice were also located in the Youth Centre and action was taken to place grills over all vents and prevent access.

The soffit boards and gutters were replaced on the Rider Hall. The maintenance on 9 Pendean included the installation of a new bath and the agreed replacement of the gas fire. At the latter end of the year the property became vacant and preparations were made to let this out.

Safeguarding

During 2020, St Andrew's Church remained fully committed to the safeguarding, care and nurture of everyone within our church community. St Andrew's continued to operate according to the policies laid out in the diocesan Simple Quality Protects (SQP) programme and continued to be alert to concerns, and enabled the church to offer the safe welcoming environment, so much at the heart of our Christian faith. All concerns raised to the clergy and safeguarding officer during 2020 were dealt with confidentially, liaising with the diocesan safeguarding team in accordance with the SQP protocols, and reached positive outcomes for the safety and protection of all.
The Past Case Review 2 (PCR2) was launched by the Church of England in August 2019. It followed a Past Case Review, commissioned by the Church of England commissioned in 2007, to look at the handling by the Church of child protection cases over many years. This entailed an independent scrutiny of the files of clergy and church officers to identify any persons presenting on–going risks to children and young people (i.e. anyone under the age of 18) which had not been acted on appropriately. The House of Bishops wanted to ensure that our churches and church–related activities are as safe as possible for children and vulnerable adults. Therefore, all dioceses were asked to extend the review in 2019 to include children, young people and vulnerable adults. The objectives of PCR2 are: (1) to ensure all known safeguarding cases have been appropriately identified and managed; (2) the needs of known survivors have been considered and supported; (3) all identified risks have been assessed and mitigated as far as is reasonably possible. St Andrew's PCR2 information was submitted in April 2020. The project continued throughout 2020 and due to the national restrictions during COVID-19 is expected to be completed by Spring 2021.

Deanery Synod

The diocese is divided into 21 deaneries (groups of parishes). Each deanery has its own Synod which is made up of the clergy of the area and lay members elected by each parish. In 2020 St Andrew's was entitled to four lay representatives who were Susan Gumbrell, Amanda Hanlon and Celia Davis with one vacancy. Robert Monroe is Deanery Treasurer and Celia Davis is the Deanery Secretary. Usually, Deanery Synod meets three times a year, and the parishes in the deanery take turns in hosting the meeting but because of the pandemic, Deanery Synod met only twice in 2020, once in February and then via Zoom in November.

In February 2020 Synod met in St Peter's Church, Henfield, where the Rural Dean, the Revd Paul Doick is the incumbent. He gave his parish report explaining that three parishes had become one and that the single parish was now known as Henfield with Woodmancote and Shermanbury. The main focus over the past year had been the relationship with the church school and he was happy to report that Christian values were now recognised in every aspect of school life. Terry's Cross was now a care home and although priority was given to clergy and missionaries, any member of a church could now apply for a place. The CQC had rated it good. At that time, Henfield was expecting to be holding celebrations for 1,250 years of worship on the same site. Later in the meeting the Rural Dean gave a presentation on the Diocesan Strategy "Vision for Growth 2020 – 2025". (Also available on https://cofechichester.contentfiles.net/media/documents/document/2020/01/NEW_Vision_Booklet_web.pdf). He explained that the Diocesan strapline remained the same, "To know, love, follow Jesus" but the Diocese was being asked to be more open (a sign of being one), more converted to Jesus Christ (a

sign of being holy), more generous (a sign of being catholic) and more engaged (a sign of being apostolic). Bishop Martin did not intend to 'impose' the strategy on the parishes but he was asking each parish to consider the Four Mores.

At the second Synod of the year held via Zoom in November 2020 Heather Ramsey from the Church Mission Society (CMS) spoke about the society's work. She spoke briefly about the 76 individuals whom CMS was currently supporting in mission around the world and spoke of the two offshoots, CMS Africa and CMS Asia. CMS Asia works with mission movements throughout Asia, whilst CMS Africa has a holistic vision wanting to see 50 million families living in a transformed society by 2050. Mrs Ramsey spent most of her time talking about the Pioneer Mission Course in the UK, a course which trains volunteers who have a vision and a calling to reach people who would not normally go to church.

As well as being sources of information, deaneries are also responsible for collecting the money pledges from the local parishes to cover their parish ministry costs (i.e. for clergy stipends, pensions and housing; for training costs; for diocesan church house; national church responsibilities etc.) Clergy fees as registrars and fees from weddings and funerals also go into this joint deanery pot. In 2020 Hurst Deanery were able to cover 95.8% of their costs.

Electoral Roll

At the APCM in September 2020 there were 173 (152 in 2018) on the church electoral roll, 67 who were not resident in the parish. In December 2020 there were 176 members registered on the electoral roll.

Financial Review

During what has been a very challenging year due to the Covid 19 Lockdown the PCC is most thankful for the continuing financial support of St Andrew's congregation. The restrictions imposed by the Government during the ongoing Coronavirus Pandemic have had a major negative impact on the Church's finances. Much has been done to mitigate the loss of regular income through the use of Online and Contactless Giving. Nevertheless, the actual Giving has been £10,700 lower than the last financial year. The benefit of last year's surplus has helped enormously. The reorganisation of the Church Administration Roles at the end of 2019 has proved invaluable enabling working from home to be undertaken while the Church Buildings were closed. The loss of income from Halls Hire has been a major financial set back with £19,400 income unavailable due to their closure. Inevitably this has led to a Deficit of £18,388 in unrestricted funds in 2020 (surplus of £24,019 in 2019). This follows transfers made from a number of Designated and Restricted Funds. Full details are given in the Financial Statements.

The total receipts on general unrestricted funds received were £166,497 (£210,352 in 2019). Resources expended amounted to £184,885 (£186,333 in 2019). Full details are given in the Financial Statements.

Voluntary income (excluding grants and a single restricted donation to the Youth Pastor Project) to the General Fund was £128,238 (£138,928 in 2019). The continued voluntary income (excluding grants) to the Reordering Fund was £21,775 (£26,564 in 2019). Tax recovered by way of Gift Aid in these funds was £24,918 and £4,031 respectively. The Small Donations Gift Aid allowance for 2019 was deferred to 2020 and received in full. Similarly, the 2020 claim will be deferred to maximise the claim and is not included in these accounts.

With regard to the Building Project to link the church and halls and to reorder the church that was completed during 2016 we continue to service the outstanding interest free private term loans. At the end of 2020 the Reordering Fund bank balances (which are restricted for this project) stood at £70,504. This is required to meet ongoing term loan repayments.

Donors continue to make regular monthly payments via bank standing order with the benefit of the Gift Aid Scheme to meet the future monthly loan servicing requirements for the remaining Interest Free Loans totalling £90,000. A first term loan repayment of £20,000 was made in 2020. Focus on regular giving to maintain these future payments remains a priority.

The PCC received Grants totalling £18,019 in 2020. The first for £10,000 was the final receipt of the Diocesan Grant for Youth Mission work to help fund the Youth Pastor's 2020 salary costs. The second was for £5,000 gratefully received from Mid Sussex District Council following a successful application for a Lockdown support Grant to assist with loss of income. The third was the final top up grant from Highmead Christian Association again gratefully received in respect of the final payments due to the contractors in respect of the Building Project. No Legacies were received nor were any anticipated. The PCC gratefully acknowledges the Highmead Christian Foundation's continued generosity in making available the house which it owns at 10, The Nursery, Burgess Hill to the Youth Pastor and his family at a peppercorn rent.

The largest expenditure of the PCC was the sum of £74,035 (£70.445 in 2019) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the Incumbent and the church insurance and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The church continues to meet 100% of its allocated costs. However, it is anticipated that any continued loss of income through extended Lockdowns during 2021 will place pressure on maintaining this come 2022.

The second largest item of expenditure was the overall contracted Staff costs of £47,794 The PCC employed a full time Youth Pastor with a new employee starting in September. A review of that role resulted in the release of the part time Assistant Role. The part–time Administration Assistant and part–time Site Administrator roles were successfully combined in 2019, following the departure of the Administration Assistant, and one experienced individual is now employed in the Church Office (or at home during Lockdown) to ensure all administration tasks are efficiently undertaken. As that individual was understood to be leaving in May 2021, plans were made during 2020 for the PCC to review the role again and secure a replacement or indeed break it back into two roles, if necessary, within the existing budget limitations. The PCC also employs two part time cleaners, who have been furloughed for periods during the lockdown. The vacancy for a part time Worship Pastor filled in 2019 has once again became vacant in Autumn 2020. Since the departure of the Worship Pastor, one occasional organist and one worship leader were engaged on a contract basis, pending lockdown restrictions permitting interviews in which potential candidates might visit, and play and sing in the building. Full cost details are given in the Financial Statements.

Repairs to church buildings were expected to see an increase in 2020 and this has been the case across all Church Property. The Building Repairs Fund has been utilised during 2020 with the need to repair the Halls roof soffit boards, ongoing maintenance at 9, Pendean as well as the need to bring that property up to a standard for the letting market. With the departure of the Curate at

the end of 2020 renting out 9, Pendean now provides a very useful new income stream and matters are in hand via a Letting Agency to find a tenant from March 2021. The Building Repairs Designated Fund continues to hold sufficient funds to meet the anticipated costs of delayed Quinquennial maintenance.

The PCC donated £5,730 (£14,200 in 2019) in missionary and charitable giving. Of this amount £2,730 came from special collections whilst £3,000 was donated from church funds. While the principle of 10% give away usually remains the PCC policy a very difficult decision had to be made to defer this decision until much later in 2021 given the current fiscal sensitivity of needing to mitigate against future losses. This will depend on a return to a Surplus outcome (see the note above under ***Mission and Evangelism/*** **Support for Mission in the UK and Abroad**).

The PCC decided to take steps to establish new income streams during 2021 in view of continued government restrictions regarding the ongoing coronavirus pandemic. To promote giving, it was decided to use new online tools to extend the usual methods of bank standing orders and the Parish Giving Scheme. There was a successful move from cash donations during 2020 by donors using these new methods. Although regular planned income has dropped by £14,500 since 2019, the overall gross giving figure has reduced by £10,700 after taking into account other sundry giving methods but highlighting the difficulties of the lockdown period. The PCC decided to let out the property at 9 Pendean, hoping for a significant new income of £11,000 per annum.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets), which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The general, unrestricted, reserve was £61,290 at the close of 2020 which is more than one quarter of unrestricted resources expended which equated to about £46,400 in 2020 (excluding expenditure from designated funds). We expect to have sufficient cash flow to continue to pay bills as they fall due; although given the anticipated delay in being able to return to having a significant income stream from Halls Hire it is anticipated that a major reliance on Reserves will be necessary, going forward.

Details of the balances and purposes of the various Designated and Restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits so as to maximise interest whilst protecting the sums involved. Not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2020 the PCC held accounts with the Church of England CBF, Virgin Money and the Mansfield Building Society in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Signed on behalf of the PCC

Revd Dr Andrew Angel (Chair).....

Date 25th April 2021

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BURGESS HILL Registered Charity No: 1131284

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL FUNDS 2020 £**	TOTAL FUNDS 2019 £
Incoming resources						
Donations and Legacies	2a	133238.37	63870.48		**197108.85**	207411.10
Trading Activities for generating funds	2b	29243.26	70.23		**29313.49**	50804.17
Income from investments	2c	262.08	510.02		**772.10**	1171.12
Church activities	2d1	1742.31	286.50		**2028.81**	16988.52
Charitable Activities	2d2	2011.00			**2011.00**	4279.84
Other incoming resources	2e					
Total incoming resources		166497.02	64737.23		**231234.25**	280654.75
Resources expended						
Costs of generating voluntary income	3a	107.33			**107.33**	
Fund-raising trading costs	3b					
Church charitable activities	3c1	151724.86	19519.80		**171244.66**	201787.47
Other Trading Activities	3c2	33052.47	4060.91		**37113.38**	24752.26
Governance Costs	3d					
Total resources expended		184884.66	23580.71		**208465.37**	226539.73
Net incoming/(outgoing) resources		-18387.64	41156.52		**22768.88**	54115.02
Transfers between Funds						
Other recognised gains/losses						
Gains/(losses) on revaluation of fixed assets	5					
Gains/(losses) on investment assets	6					
Net movement in funds		-18387.64	41156.52		**22768.88**	54115.02
Total funds brought forward at 1 January 2020		756184.87	-23990.04		**732194.83**	678079.81
Total funds carried forward at 31 December 2020		737797.23	17166.48		**754963.71**	732194.83

PAROCHIAL CHURCH COUNCIL OF ST ANDREW, BURGESS HILL Registered Charity No: 1131284

BALANCE SHEET AT 31 DECEMBER 2020

	Notes		2020	2019
			£	£
Fixed assets				
Tangible fixed assets	5		**760000**	760000
Investments	6			
Total fixed assets			**760000**	760000
Current assets	7			
Stock				
Short term deposits		**119610**		118881
Cash at bank and in hand		**99839**		96437
Debtors	8	**7895**		9501
		227344		224820
Creditors: amounts falling due within one year	9	**-20012**		-20257
Net current assets			**207332**	204563
Total assets less current liabilities			**967332**	964563
Creditors: amounts falling due after one year	9		**-212368**	-232368
NET ASSETS			**754964**	732195
Funds	7			
Endowment funds	10			
Restricted funds	10		**17166**	-43946
Unrestricted funds	10		**737797**	776141
			754964	732195

Approved by the Parochial Church Council on / / 2021 and signed on its behalf

Revd Dr Andrew Angel - Chairman.....

Mr R M Oliver - Treasurer.....

The accompanying notes form a part of these financial statements.

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

1. Accounting policies

a Accounting convention

The PCC is a public entity within the meaning of FRS102. The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes which include Designated Funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

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

The PCC does not hold any endowment funds at the present time.

c Incoming resources

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

Voluntary Income-Donations & Legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift Aid is recognised when the income to which it is attached is recognised

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

Trading Activities

All trading income is recognised when it is receivable. Adance bookings are included in creditors.

Income from investments

The PCC does not hold any investments other than deposits with banks, building societies and the CBF Church of England Deposit Fund

All other income

All other income is recognised when it is receivable.

Charitable Activities

Statutory fees for weddings and funerals are recognised when the office occurs

Gains and losses on investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

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

d ***Expenditure***

Resources expended are accounted for on an accruals basis and are recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

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 allocation set by our Deanery. All payments due in 2020 were paid over before the end of the year.

e Fixed Assets

Tangible fixed assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. For other property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £5,000 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 generally applicable are:

Fixtures and fittings	25% straight line
Audio visual equipment	30% straight line
Office equipment	20% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

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

f Current Assets
Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

Short-term deposits include cash held on deposit with the CBF Church of England Funds, as well as banks and building societies.

g The prior year figures cover the year ended 31 December 2019.

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

2 Incoming resources

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a	***Voluntary income***					
	Planned Giving (excluding tax refunds)	78078	15679		**93757**	111961
	Other Planned Giving (no tax refunds)	6078	1620		**7698**	8603
	Collections at all services	11221	3120		**14341**	14374
	All other giving	7943	21265		**29208**	17783
	Special Appeals		4426		**4426**	2312
	Gift Aid recoverable	24918	4741		**29659**	32378
	Grants	5000	13019		**18019**	20000
	Legacies					
		133238	63870		**197109**	207411
b	***Activities for generating funds***					
	Fund Raising Events	24	70		**94**	572
	Church Hire	708			**708**	3443
	Halls Hire and Special Events in Halls	28512			**28512**	46790
		29243	70		**29313**	50804
c	***Investment income***					
	Interest on Bank Accounts	262	510		**772**	1171
		262	510		**772**	1171
d1	***Income from Church Activities***					
	Bookstall and Chichester Magazine	413			**413**	2002
	St Andrew's Afternoon Fellowship	51			**51**	218
	Oasis		287		**287**	624
	Activities for Youth	117			**117**	8311
	The Venue					55
	Holiday Club	34			**34**	799
	Sunbeams & Tiddlywinks & Melody Makers	206			**206**	1049
	Men's Breakfasts	169			**169**	452
	Bereavement Support Group	39			**39**	223
	Other Church Activities	100			**100**	55
	Tuesday Café	306			**306**	1704
	Café Catering	4			**4**	41
	Catering					91
	Income from Parish Office	303			**303**	1365
		1742	287		**2029**	16989
d2	Fees for weddings and funerals	2011			**2011**	4280
e	***Other incoming resources***					
	Total incoming resources	166497	64737		**231234**	280655

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

2 Incoming resources

		Mission and Charity Fund £	Youth Fund £	Reordering Fund £	Facilities Fund £	Church Act R Fund £	St Andrews Hship R Func £	Oasis Fund £	**TOTAL RESTRICTED FUNDS 2020 £**	TOTAL RESTRICTED FUNDS 2019 £
a	*Voluntary income*									
	Planned Giving (excluding tax refunds)		1180	14499					**15679**	20237
	Other Planned Giving (no tax refunds)			1620					**1620**	1295
	Collections at all services	1765	1355						**3120**	3256
	All other giving	580	20050			635			**21265**	15299
	Special Appeals			1625		351	2450		**4426**	2312
	Gift Aid Recoverable	385		4031			325		**4741**	6088
	Grants		10000		3019				**13019**	20000
	Legacies									
		2730	32585	21775	3019	986	2775		**63870**	68483
b	*Activities for generating funds*									
	Fund Raising Events			61	9				**70**	541
				61	9				70	541
c	*Investment income*									
	Interest on Bank Accounts			510					**510**	654
				510					**510**	654
d	*Income from Church Activities*									
	Oasis							287	**287**	624
								287	**287**	624
v	*Other incoming resources*									
	Total incoming resources	2730	32585	22346	3028	986	2775	287	**64737**	70303

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

3 Resources expended

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a	*Costs of generating voluntary income*					
	Giving Envelopes and Forms	107			107	
		107			107	
b	*Fund-raising trading costs*					
	Miscelleneous					
c1	*Church Charitable Activities*					
	Missionary and charitable giving:					
	Overseas:					
	- Missionary Societies	1500	1829		3329	9212
	- Relief and Development agencies					
	Home Missions & other Church Societies	1500	901		2401	4988
	Secular Charities					
		3000	2730		5730	14200
	Ministry costs:					
	Diocesan parish contribution	74035			74035	70445
	Deanery Levy					
	Staff expenses	5465			5465	4002
	Property Expenses	15589			15589	12748
	Youth Pastor		13442		13442	18114
	Youth Assistant	2320			2320	3000
	Church building costs:					
	Running expenses	6979			6979	8646
	Major Repairs and Projects		3098		3098	6653
	Maintenance	3084			3084	1705
	Grounds - Major Repairs and Projects					
	Upkeep of churchyard					812
	Depreciation of Equipment					
	Church activities:					
	Upkeep of services	3003			3003	4601
	Director of Music and Musicians	6414			6414	8572
	Youth Worker Expenses					1654
	Mission	221			221	2023
	Training and education	58			58	1117
	Bookstall and Chichester Magazine	396			396	2002
	Activities for Youth	267			267	12381
	Oasis		249		249	641
	St Andrew's Afternoon Fellowship	85			85	185
	The Venue	29			29	134
	Holiday Club	96			96	1237
	Kidzone	39			39	56
	Sunbeams & Tiddlywinks & Melody Makers	74			74	414
	Ladies' Meals					
	Men's Breakfasts	243			243	780
	Bereavement Support Group	24			24	279
	Other Church Activity Costs	321			321	585
	Tuesday Café	301			301	1684
	Café Catering	59			59	166
	Catering					
	Church administration:					
	Salaries	20403			20403	16322
	Printing, stationery, photocopying	3625			3625	3643
	Other administration expenses	4937			4937	2784
	Office equipment	657			657	203
		151725	19520			
c2	Other Trading Activities:					
	Church Halls running costs:					
	Major Repairs and Projects		3276		3276	
	Running expenses	17980			17980	21153
	Maintenance	15037			15037	2914
	Equipment	35	785		820	684
		33052	4061			
		184777	23581		208358	226540
d	*Governance costs*					
	Independent examination fee	No fees were paid for account preparation or independent examination				
	Cost of annual accounts	The minimal cost of producing the accounts is included in Church Administration				
	Total resources expended	184885	23581		208465	226540

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

3 Resources expended

		Mission and Charity Fund £	Youth Fund £	Reordering Fund £	Facilities Fund £	Church Act R Fund £	St Andrews Hshp Fund £	Oasis Fund £	TOTAL RESTRICTED FUNDS 2020 £	TOTAL RESTRICTED FUNDS 2019 £
a	*Costs of generating voluntary income*									
	Giving Envelopes and Forms									
b	*Fund-raising trading costs*									
	Miscelleneous									
c	*Church Activities*									
	Missionary and charitable giving:									
	Overseas:									
	- missionary societies	1829							1829	2212
	- relief and development agencies									
	Home missions & other Church Societies	901							901	2360
	Secular charities									
	Ministry Costs:									
	Youth Pastor Salary		13442						13442	18114
	Youth Pastor Other Costs									
	Youth Outreach Costs									1326
	Activity Costs:									
	Holiday Club									
	Oasis							249	249	641
	Sunbeams Equipment									8572
	Hardship Fund Payments Out						785		785	330
	Building Project Costs:									
	Miscellaneous Expenditure				3038				3038	6593
	Debit Interest on Loans									
	Fees			60					60	60
	Building Costs - Church									
	Building Costs - Halls				3276				3276	
	Building Costs - Grounds									
		2730	13442	60	6314		785	249	23581	40207
d	*Governance costs*									
	Independent examination fee									
	Cost of annual accounts									
	Total resources expended	2730	13442	60	6314		785	249	23581	40207
	Net Movement of Funds		19143	22286	-3286	986	1990	37	41157	30096

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

4 Disclosures

		2020	2019
		£	£
a	*Staff Costs - Wages and salaries*	47794	53051

During the year the PCC employed a full time Youth Pastor (one for 5 months and another for 4 months) together with a new combined Parish Administrator / Site CoOrdinator,The Youth Assistant part time role was filled until August 2020 when the role was made redundant. In addition two part time cleaners continued to be directly employed although both were Furloughed as part of the Government's Lockdown Scheme. The Director of Music post was filled during 2019 but the individual resigned in October 2020.This,together with the gap to recruit the replacement Youth Pastor vacancy reflects the net reduction in salary costs incurred in 2020. Additionally Furlough payments have reduced the Cleaners annual costs although some additional cleaning costs have been incurred to allow for the Church to remain Covid Secure during the pandemic. Staff costs include Employees' National Insurance Contributions and PAYE paid to HMRC. The rebate for Employer's National Insurance contributions was utilised. Clergy are employed by the Diocese of Chichester. Clergy and Pastor property costs and expenses are however included in these accounts. The PCC now operates a pension scheme from February 2017 in accordance with Government Regulations. Employers Pension costs were £497 in 2020 (£635 during 2019). No person received remuneration in excess of £60,000.

b *Payments to PCC members*

Mr Jonny Lewis was employed as Youth Pastor until May 2020. Youth Pastors are commissioned by the Bishop of Horsham and are therefore an ex officio members of the PCC whilst employed by the PCC. Mr Lewis's salary and Employers' National Insurance contributions amounted to £7,695 gross (£19,387 in 2019). Mark Edwards replaced Mr Lewis in September 2020 and his salary and Employers' National Insurance contributions amounted to £5,748 gross.

Mrs Diane Kutar was employed in the new combined Parish Administrator/Site Administrator. Mrs Kutars salary and Employers National Insurance contributions amounted to £20,227 gross (£14,582 in 2019) the increase reflecting the additional Adminstration tasks undertaken before the roles were combined

Clergy Support across 3 individuals :	Council Tax	Environment	Other inc Telephone & Travel
	£5,815	£1,743	£5,371

5 Cost or valuation:	Rider Hall	Youth Centre	9 Pendean	Equipment	
As at 1 January 2020	325000	115000	320000		760000
Additions					
Disposals					
Revaluation					
At 31 December 2020	325000	115000	320000		760000
Depreciation					
At 1 January 2020					
Provided in the year					
Disposals					
At 31 December 2020					
Net book amounts					
At 31 December 2020	325000	115000	320000		760000
At 31 December 2019	325000	115000	320000		760000

The freehold land and buildings comprise the Rider Hall and Youth Centre, together with a house at 9 Pendean. These properties are held by the Chichester Diocesan Board of Finance on behalf of the PCC. It is the policy of the PCC to maintain these assets in a continual state of sound repair, and therefore no depreciation is applied to their values. These buildings were linked to the Church at the very end of 2016 following a major building project. The PCC agreed with the Diocese as to how the demarcation between the Church and the "linked building" can be made following the completion of the Building Project in 2016. This has been taken into account with new insurance agreements. In accordance with current policy no changes have been made to last years values of land and buildings and last years freehold values have been retained.

In the case of 9 Pendean there is an equity sharing loan with the Church Commissioners under which they hold 38.24% of the equity. This is reflected in Notes 7 & 9, together with the Balance Sheet.

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

6 Investments

The only investments held by the PCC are deposits with banks, building societies and the CBF Church of England Deposit Fund.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**Total Funds 2020 £**	Total Funds 2019 £
Fixed assets for church use	760000			**760000**	760000
Investment fixed assets					
Current assets					
Stock					
Short Term Deposits	27785	91825		**119610**	118881
Cash at Bank and in Hand	87911	11928		**99839**	96437
Debtors	7895			**7895**	9501
Creditors: amounts falling due within one year	-20012			**-20012**	-20257
Creditors: amounts falling due after more than one year	-122368	-90000		**-212368**	-232368
	741211	**13753**		**754964**	732195

8 Debtors

	2020 £	2019 £
Gift Aid recoverable	**6607**	7500
Prepayments and accrued income		
Other debtors	**1288**	2001
	7895	9501

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Deferred income		
Accruals for utilities and other costs	**1134**	1618
Interest Free Loans		
CAF Bank Loan		
Other creditors	**18878**	18639
	20012	20257

Creditors: amounts falling due after more than one year

	2020 £	2019 £
Interest Free Loans	**90000**	110000
CAF Bank Loan		
9 Pendean Equity Sharing Loan	**122368**	122368
	212368	232368

The PCC does not consider that it has any contingent liabilities

Summary of Reordering Loan Repayments 2020 to 31st December 2020	Balance 31.12.19	Annual Repayments	Loan Interest Paid	**Balance 31.12.20**
All loans are interest free	£	£	£	**£**
A first repayment of £20,000 paid due in Aug 2020	110000	20000		**90000**

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

10 Statement of funds

	Bal b/fwd 1st Jan 20	Income	Expenditure	Transfers In	Transfers Out	Bal c/fwd 31st Dec 20
	£	£	£	£		£
Unrestricted Funds						
General fund	707830	166497	-178622	6728	-3512	**698922**
Designated Funds:						
Church Repairs Fund	20881		-4900			**15981**
9 Pendean Repairs Fund	1200		-1200			
Legacy Fund (St Georges Mission)	3300				-3300	
Men's Ministry Fund	831		-74			**757**
Women's Ministry Fund	247					**247**
St A Aft Fellowship Fund	485		-34			**451**
Sunbeams D Fund	619			62		**681**
Bookstall	50			17		**67**
Tuesday Café	52			5		**57**
Café Catering	389		-55			**334**
Youth Pastor Leader Fund	20301					**20301**
	756185	166497	-184885	6812	-6812	737797
						737797
Restricted Funds						
Mission & Charity Fund	0	2730	-2730			**0**
Youth Fund	8668	32585	-13442			**27811**
Reordering Fund	-40933	22346	-60			**-18646**
Facilities Fund	2500	3028	-6314	3300		**2514**
Church Activities R Fund	3428	986		128	-3428	**1114**
St A Hardship Fund	1510	2775	-785			**3500**
Oasis Fund	837	287	-249			**874**
	-23990	64737	-23581	3428	-3428	**17166**
						17166
Endowment Funds						
Total funds	732195	231234	-208465	10240	-10240	**754964**
						754964

Revd Dr Andrew Angel - Chairman.....

Mr R Oliver - Treasurer.....

25/4/2021

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

NOTE 10 CONTINUED

Unrestricted funds included the following designated funds:

Church Repairs Fund: In 2020 the PCC's normal allocation of £400 per month to this fund was fully utilsed as expected and no transfers in made. The Fund is used to finance repairs to the church buildings, halls and grounds costing in excess of £1,000. With a number of repairs done in 2020 there remains the last Quinquennial Report Review and plans are in place to progress these in 2021. The fund now stands at £15,981. The PCC has agreed to reduce the allocation to £200 per month from 2021 given the fund already meets future needs.

9 Pendean Repairs Fund: This fund is to meet the cost of maintaining 9 Pendean, which is owned by the PCC and used in 2020 for the purpose of providing a dwelling for the Curate and his family. This fund was fully used to help meet the repair costs in 2020. In 2019 the opportunity was taken to top up this fund by £600.Additionally the repairs Budget was increased to £1200 for 2020 which has been fully utilised. As well as a number of repair and maintenance costs during 2020 the decision to let the property in 2021 resulted in additional improvement costs. The fund currently stands at zero.

Legacy Fund A grant of £3,300 was received from the Deanery in 2016. It came from the sale of an asset, the proceeds of which were spread equally amongst the churches of the deanery. The grant was awarded for the purposes of mission. The PCC utilised these funds in 2020 to support On Line Services during Lockdown through the purchase of improved audio visual equipment. The fund currently stands at zero.

Men's Ministry Fund, Women's Ministry Fund, St Andrew's Afternoon Fellowship Fund and Sunbeams Fund, Bookstall Fund, Café Catering Fund and Tuesday Café Fund: These funds represent the operational balances from these church activities. As a number of these Ministries are drawing to a close the Fund Balances will be reviewed in 2021.

The Youth Pastor Leader Fund: This fund was originally established to assist in funding the cost of engaging a Youth Pastor and providing equipment to support youth ministry. The final Grant for £10,000 was received from the Diocese which was fully utilised to support the Youth Pastor's salary during 2020. We have been most fortunate and gratefully acknowledge the receipt of a substantial donation of £20,000 specifically to support this Ministry throughout 2021. Under the circumstances we have not had the need to draw on the Designated Fund during 2020 nor will we need to in 2021 as originally planned and the balance of £20,301 will provide support for salary costs in 2022

Restricted Funds include the following:

Mission and Charity Fund: This fund is for monies taken at special collections for nominated charities. All such monies received in 2020 have been paid to the charities concerned, and the fund has a zero balance.

Away Giving for the year ended 31 December 2020

	2,019 £	2,020 £
Bible Society	1,660	553
Caring and Sharing	242	0
Chichester Diocese Family Support Work	1,714	755
Childrens Society	1,560	807

CMS	2,700		871	
Tear Fund	2,950		1,156	
TLA Charitable Trust (formerly Frontiers)	1,660		749	
Off The Fence	1,714		839	
GRAND TOTAL		**14,200**		**5,730**
Additionally donations for The CMS Fund in 2019	150	**14,350**		

Youth Fund: This restricted fund is for monies donated for Youth Work. The original £45,000 Diocesan Grant has been allocated to this fund to meet salary costs together with a number of small donations. Additionally, a Grant of £2,500 from Kings Church was allocated in 2018 for assisting the schools work of which £1,174 remains. The final tranche of £10,000 from the Diocese Grant was received in 2020. There was a need to recruit a replacement Youth Pastor half way through 2020 resulting in a lower annual cost while the vacancy was filled. Not only did this leave a greater residue in this fund but additionally a very generous donation of £20,000 was received specifically for this fund to meet future salary needs. This will be called upon in 2021. This Fund now stands at £27,811.

Reordering Fund: This fund is for monies donated to the building project which includes the reordering of the church. This fund received income of £22,346 (principally from donations and fund raising events) in 2020. Expenditure incurred was £60, representing Bank fees. All outstanding bills owing and accrued have been paid. The Interest free Loan of £100,000 began term repayments over 5 years in 2020 and the first repayment of £20,000 was made, reducing the balance to £90,000. The remaining interest free loan of £10,000 is due to be repaid in full in 2024. Providing the current rate of regular donations to this Fund is maintained then both of these loans could be repaid by the end of 2022.

Facilities Fund: This fund now holds a sum of £2,514 by way of a donation towards the future costs of new sound equipment.

Church Activities Fund: This restricted fund will be maintained for future restricted monies received for Church Activities/Services. The balance due to the costs of the Worship Pastor of £3,428 has been transferred from this fund. The majority of the remaining balance £986 relates to donations received following St Andrews Gift Day for the purchase of new bibles.

Hardship Fund: This fund was set up by the PCC to provide financial assistance to those deemed to be in need and who meet certain criteria. Outgoings during 2020 were £785 while voluntary donations received were £2775 and the Fund stands at £3,500.

Oasis Fund: Oasis is a group for people with enduring physical health problems which can impair their quality of life. Grants have been received to support this project, and this restricted fund ensures such grants are used for their specified purpose. All income and expenditure payments attributable to Oasis are credited and debited respectively to this fund.