

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,
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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 Discippler 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 Discippler. 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 Discippler 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 4:35 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 Disciplex 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 & Discippler, 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

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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						
<i>Donations and Legacies</i>	2a	109,771	32,265		142,036	197,109
<i>Trading Activities for generating funds</i>	2b	46,588	150		46,738	29,313
<i>Income from investments</i>	2c	67	288		355	772
<i>Church activities</i>	2d1	2,292			2,292	2,029
<i>Charitable Activities</i>	2d2	3,461			3,461	2,011
<i>Other incoming resources</i>	2e	16,105			16,105	
Total incoming resources		178,284	32,703		210,987	231,234
Resources expended						
<i>Costs of generating voluntary income</i>	3a					107
<i>Fund-raising trading costs</i>	3b					
<i>Church charitable activities</i>	3c1	147,912	33,710		181,622	171,245
<i>Other Trading Activities</i>	3c2	32,620			32,620	37,113
<i>Governance Costs</i>	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						
<i>Gains/(losses) on revaluation of fixed assets</i>	5					
<i>Gains/(losses) on investment assets</i>	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

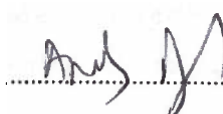
Balance Sheet

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



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.

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 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 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

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

Notes to the Financial Report

3 Analysis of expenditure

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
	£	£	£	£	£
a <i>Costs of generating voluntary income</i>					
Giving Envelopes and Forms					107
					107
b <i>Fund-raising trading costs</i>					
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:					
<i>Church Halls running costs:</i>					
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.					

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									
<i>Missionary and charitable giving:</i>									
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									
<i>Ministry Costs:</i>									
Youth Pastor		19,314.12						19,314.12	13,442.45
Youth Assistant									
Activities for Youth		164.14						164.14	
<i>Activity Costs:</i>									
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
<i>Building Project Costs:</i>									
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

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Disciplier, 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 & Disciplier. 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

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

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

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

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 to 16

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
Give here brief details of any items that the examiner wishes to disclose	Only complete if the examiner needs to highlight material problems <i>for example:</i> <ul style="list-style-type: none">• 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.

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

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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						
<i>Donations and Legacies</i>	2a	109,771	32,265		142,036	197,109
<i>Trading Activities for generating funds</i>	2b	46,588	150		46,738	29,313
<i>Income from investments</i>	2c	67	288		355	772
<i>Church activities</i>	2d1	2,292			2,292	2,029
<i>Charitable Activities</i>	2d2	3,461			3,461	2,011
<i>Other incoming resources</i>	2e	16,105			16,105	
Total incoming resources		178,284	32,703		210,987	231,234
Resources expended						
<i>Costs of generating voluntary income</i>	3a					107
<i>Fund-raising trading costs</i>	3b					
<i>Church charitable activities</i>	3c1	147,912	33,710		181,622	171,245
<i>Other Trading Activities</i>	3c2	32,620			32,620	37,113
<i>Governance Costs</i>	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						
<i>Gains/(losses) on revaluation of fixed assets</i>	5					
<i>Gains/(losses) on investment assets</i>	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

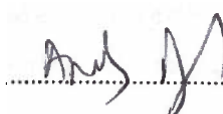
Balance Sheet

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



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.

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 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 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

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

Notes to the Financial Report

3 Analysis of expenditure

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
	£	£	£	£	£
a <i>Costs of generating voluntary income</i>					
Giving Envelopes and Forms					107
					107
b <i>Fund-raising trading costs</i>					
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:					
<i>Church Halls running costs:</i>					
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.					

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									
<i>Missionary and charitable giving:</i>									
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									
<i>Ministry Costs:</i>									
Youth Pastor		19,314.12						19,314.12	13,442.45
Youth Assistant									
Activities for Youth		164.14						164.14	
<i>Activity Costs:</i>									
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
<i>Building Project Costs:</i>									
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

Notes to the Financial Report

4 Disclosures

a) Staff costs

During the year the PCC employed a full time Youth Evangelist & Disciplier, 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 & Disciplier. 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

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

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

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
	£	£
<u>Home:</u>		
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
<u>Overseas:</u>		
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

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 to 16

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
Give here brief details of any items that the examiner wishes to disclose	Only complete if the examiner needs to highlight material problems <i>for example:</i> <ul style="list-style-type: none">• 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.