

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD.

England & Wales · Charity number 1131405

Details

Other names	ST SWITHUN'S PCC, EAST GRINSTEAD
Status	Registered
Legal form	Previously excepted
Registered	2009-08-27
Register	View on the Charity Commission register

Contact

Address	St. Swithuns Church Parish Office St. Swithuns Close East Grinstead RH19 3BB
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Phone	01342325026
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Email	charity@swithhq.org.uk
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Website	www.swithun.org.uk
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Activities

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

Activities: The primary objective of St Swithun's PCC is the promotion of the gospel of our Lord, Jesus Christ, according to the doctrines & practices of the Church of England in the designated Parish of St Swithun's East Grinstead.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£245,330	£250,785	-	-
2023-12-31	£246,876	£261,004	-	-
2022-12-31	£251,115	£241,310	-	-
2021-12-31	£239,546	£256,944	-	-
2020-12-31	£203,465	£310,636	-	-

Trustees

Name	Role	Appointed
Abraham Frans Johannes Frankhuijzen		2021-04-18
Alexandra Beryl Durrant		2022-04-24
Alexandra Durrant		2022-04-24
Andy Carswell		2026-05-17
Elizabeth Whittaker		2024-04-21
Hilary Claire Eileen Saunders		2023-04-23
JEAN PATRICIA PARSONS		
JEREMY ROBIN KAYE MA FCIS		
JOHN WILLIAM DURRANT		2021-04-18
Jane Mary Phipps		2023-04-23
John William Bryant		2021-04-18
John William Durrant		2022-04-24
John William Ellis		2024-04-21
John William Lancaster		2021-04-18
Linda Bryant		2026-05-17
Linda Colwell		2022-04-24
Max Luxford		2026-05-17
NICOLA REEVES		2025-05-18
Rev Luke McKinnon Whiteman		2024-09-09
Stephen Douglas Fallowell		2025-05-18

Accounts

Charity registration number 1131405 (England and Wales)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Bryant J Durrant J Kaye J Phipps J Parsons K Mooney D E Ratcliffe A F J Frankhuijzen S J Linton J W Lancaster P J Hewett A Durrant H C Saunders L Colwell The Rev. Luke McKinnon Whiteman E Whittaker J Ellis	(Appointed 9 September 2024) (Appointed 21 April 2024) (Appointed 21 April 2024)
Charity number (England and Wales)	1131405	
Principal address	St Swithun's Parish Office St Swithun's Close East Grinstead West Sussex RH19 3BB	
Independent examiner	Darren Harding ACA FCCA DChA Richard Place Dobson Services Limited 1-7 Station Road Crawley West Sussex RH10 1HT	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, which is the Parochial Church Councils (Powers) Measure 1956, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, The Reverend Luke White from 9 September 2024 and the churchwardens, as sequestrators, up to that date, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To know Jesus better and make Him better known.
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay.
- Providing financial support for those in need and, to other organisations with similar objectives.

The trustees have paid due regard to guidance issued by the Charity Commission on public benefit and in particular the specific guidance on "charities for the advancement of religion" when deciding what activities the charity should undertake.

Welcome and Collation of Reverend Luke Whiteman

On the 9th September 2024 we held a service for the parish and local community to welcome our new Vicar Luke Whiteman and his family to the parish. The PCC and the congregation look forward to working with Luke and supporting him with his ministry in East Grinstead.

A message from Reverend Luke Whiteman:

It is a deep honour to have joined St Swithun's church as its new Vicar. I have found St Swithun's to be a friendly and welcoming place, a place with beautiful worship and with many people longing to come closer to God. My focus in the coming years will be to lead the church to build upon the wonderful foundations already in place, to reach out with the Good News of Jesus to a new generation East Grinstead residents. I look forward to seeing what God will do in our midst in the coming years and will be praying that we all know his blessing.

Achievements and performance

Significant activities and achievements against objectives

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

In 2024 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through sacrament and prayer, scripture and music
- Offering worship and prayer, learning about the Gospel, in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Provision of assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through our website, Facebook pages and A Church Near You.
- Maintaining the fabric of the church building as a historic and cultural centre in the town.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome individuals and families from all walks of life to take part in the life of the church. We contend that voluntary attendance in worshipping the Lord Jesus Christ, is a major demonstration of the public benefit of our activities. We look to encourage the deepening of faith for all ages, and alongside our services there is a programme for young people from crèche through to teenagers.

The average regular weekly attendance, counted during October was 173 adults and 20 children, with the number increasing on Harvest Sunday and with Baptisms. Since Luke took up his post in September, we have started to see an increase in service attendance, and it has been a great encouragement to welcome new families and individuals at St. Swithun's.

Easter is the high point in the church's year and, thanks to our two self supported curates, we were able to offer a full Holy Week with all the services from Palm Sunday to Easter Day with a children's holiday club during the week. They performed the Easter Story on Good Friday morning in the church for family members. On Easter Day we held a Dawn Eucharist, lit the new fire of Easter and the Paschal Candle. We also renewed our Baptismal Vows in church. At Easter there were 125 communicants and 169 people at the services.

Christmas is a very special time of celebration where many sections of the community come together. This year we provided a full programme of services open to the public and welcomed the local schools for their Carol Services in the church. We also held a Christingle Service, a Parish Carol Service, two Crib Services, Midnight Mass and on Christmas Morning there was a Family Eucharist. All these services were very well attended with a high volume of visitors at each. At Christmas over 5,000 people attended services including the school and church carol services.

We continued our emphasis upon the family and the children's ministry. The Youth Group, TRAX, has a thriving group of 6 younger people (aged 10 – 16), who attend regularly and take part in a variety of activities. TRAX is open to Year 7+ and meets on the Second Sunday evening of the month.

Teaching, baptising, and nurturing new and existing believers

In 2024 there were 6 weddings; 21 church funerals with 18 other funerals conducted for parishioners; 2 children and 1 adult were baptised.

A good number of lay volunteers continue to take an active part in our services along with our musicians. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community.

Evangelism and outreach

We have 4 members of St Swithun's active on the Governing Body of St Mary's Church of England School. During the year we have continued to connect with Escots, The Meads, and Blackwell Primary Schools in the parish for assemblies in school, church visits and Christmas and Easter services.

During Lent 2024 we held Lent courses in person following the Diocesan Lent material and those who joined in found them beneficial and enjoyed the fellowship.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many other visitors both from this country and from abroad, as a space where life events are celebrated with joy and thanksgiving. We have continued to explore ways in which the church building can be used for events in addition to services.

The East Grinstead Choral Society now enjoys a permanent home at St Swithun's for regular rehearsals and concerts. We also held the St Swithun's Festival of the Arts at the end of June being an opportunity to celebrate the artwork of Sackville School and two other Art Groups in the town. There was also a full programme of lunchtime concerts, an evening piano recital and a Community Lecture on Arts and Crafts buildings in East Grinstead.

In May and November we held Craft Fayres inside the church. The nave and side aisles were filled with a wide variety of crafters and their wares. They all appreciated the space and hospitality shown by the church. Throughout both Fayres there was a high volume of visitors.

It is important to us that the church is available for private prayer not just for the church family but to the wider visiting community. To this end the church building is always open during daylight hours. There is a place to light a candle and say a prayer and the two side chapels are often used by visitors as a space for prayer and silence. When the war in Ukraine started in February 2022, we mounted the prayer from the Archbishops of Canterbury and York, together with a permanent light, on the candle stand. This continues to attract attention from Ukrainian refugees and locals alike with candles lit and written prayers being left behind. Individuals comment on how refreshing it is to find a warm open church. They also remark on the peacefulness and spiritual atmosphere in the building. Others come to see the historical architecture and its notable stained glass within, and to see some of the interesting monuments around the church.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Future projects and major work on the church building – Together with Luke, our new Vicar, the PCC will decide and plan capital projects in the coming year.

Provision of pastoral care for people living in the parish

The Reverend Luke Whiteman together with one self supporting curate and a retired priest are responsible for arranging hospital visits and home communions. The number of volunteers offering this care has reduced but visits to the 4 care homes continue for monthly communion services for those too frail to attend church. An average of 10-12 people attend these services each month.

A member of the congregation runs a Julian Prayer Group, every month, for members of the congregation to foster the teaching and practice of contemplative prayer and meditation.

In addition a church member gives time to the work of the Churches Together Street Pastors organisation in the town. Regularly they sacrifice their time and energies in caring, listening and helping people who remain out in the streets late at night.

Provision of tangible support to the poor and needy

The church family has supported many mission and charitable societies, by way of donations amounting to £6,900 for charities in the UK, and £7,000 donated to overseas charities and projects - see note 10. In addition to this at harvest we donated £360 to the East Grinstead Foodbank.

Other charitable giving

The parish website continues to be updated helping to maintain links between the church family and members of the wider community.

Deanery Synod

Three members of the laity represent the parish on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Financial review

The PCC had total funds of £1,230,389 at 31 December 2024 (2023 - £1,224,192), of which £30,015 is unrestricted (2023 - £59,834).

During the year the charity received unrestricted income of £231,405 (2023 - £236,656) from its charitable activities and investments. The unrestricted expenditure in the year was £236,552 (2023 - £251,005) giving a deficit of unrestricted income over expenditure of £5,147 (2023 - £14,349).

Restricted income in the year was £13,810 (2023 - £10,198). After deducting restricted expenditure of £14,233 (2023 - £9,977) there was a deficit of restricted income over expenditure for the year of £423 (2023 - £221 surplus).

Included in income, the investment income received during the year was £25,961 (2023 - £23,578) showing an improvement in investment performance. The market value of investments held at 31 December 2024 increased to £565,045 (2023 - £553,369) but this increase in value is notional and will only become a real if and when any investments are sold.

Unrestricted income from planned giving and collections at services in the year totalled £93,185 (2023 - £92,999) on which the church reclaimed income tax, recoverable under gift aid, of £22,465 (2023 - £23,548). These figures show an increase in this income source of just under 1%.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Reserves Policy

It is PCC policy to maintain a balance on unrestricted cash resources which equates to at least six months unrestricted payments to cover emergency situations that may arise from time to time. Current unrestricted cash resources have been maintained at six months budgeted expenditure. This includes certain cash resources held in deposit accounts and the readily available investment funds, which are included within the accounts in the designated fund balance. During 2025, together with the vicar, the PCC will review its proposed projects for outreach and improvements to the parish church and decide how to proceed. It is the PCC policy to invest fund balances in excess of immediate requirements in the C.B.F Church of England investment, fixed interest and property funds as well as its deposit fund.

Investment Policy

Assets not immediately required for the charity's own use will be invested to achieve a balance of income and capital growth, subject to accepting only a moderate level of risk. The PCC has adopted a responsible investment policy. All investments are held in accordance with Church of England ethical investment guidelines.

Risk Management

The principal risks faced by the charity have been assessed by the trustees and a risk register has been produced to manage the risks and is regularly updated and monitored. A fresh review was undertaken in accordance with the Criminal Finances Act 2017. Hilary Saunders, a member of the PCC, has been appointed as the parish safeguarding office and reports regularly to the PCC and the congregation on safeguarding issues.

Structure, governance and management

The PCC is registered with the Charity Commission as required by the Charities Act 2011 with its governing document being the Parochial Church Councils (Powers) Measure 1956. The PCC is part of the Diocese of Chichester within the Church of England.

The trustees who served during the year and up to the date of signature of the financial statements were:

J Bryant	
J Durrant	
J Kaye	
J Phipps	
J Parsons	
L Bryant	(Resigned 19 March 2024)
K Mooney	
D E Ratcliffe	
The Reverend Canon J K Peaty	(Resigned 31 August 2024)
A F J Frankhuijzen	
S J Linton	
J W Lancaster	
P J Hewett	
K Pickstock	(Resigned 25 August 2024)
A Durrant	
H C Saunders	
L Colwell	
H Weston	(Resigned 19 March 2024)
The Rev. Luke McKinnon Whiteman	(Appointed 9 September 2024)
E Whittaker	(Appointed 21 April 2024)
J Ellis	(Appointed 21 April 2024)

Recruitment and training of trustees

The PCC looks to the church congregation for volunteers to become new trustees. The volunteers will be communicants of the Church of England and must be nominated and seconded by two members of the church congregation. At the Annual Parochial Church Meeting members of the congregation are asked to select the new trustees from those nominated. Training and guidance on the role of being a trustee and the workings of the PCC is provided to all new trustees.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees' report was approved by the Board of Trustees.



The Rev. Luke McKinnon Whiteman
Vicar and Trustee

Date: ... 25/03/2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead (the charity) for the year ended 31 December 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited

1-7 Station Road

Crawley

West Sussex

RH10 1HT

Date: 28 March 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

Current financial year		Unrestricted funds general 2024	Unrestricted funds designated 2024	Restricted funds 2024	Endowment funds 2024	Total 2024	Total 2023
	Notes	£	£	£	£	£	£
Income and endowments from:							
Donations and legacies	3	145,138	-	5,987	-	151,125	130,435
Charitable activities	4	35,224	-	7,823	-	43,047	35,678
Other trading activities	5	7,847	-	-	-	7,847	7,228
Investments	6	43,196	-	-	115	43,311	40,618
Other income	7	-	-	-	-	-	32,917
Total income and endowments		231,405	-	13,810	115	245,330	246,876
Expenditure on:	10						
Raising funds	8	6,602	-	-	-	6,602	7,541
Charitable activities	9	229,950	-	14,233	-	244,183	253,463
Total expenditure		236,552	-	14,233	-	250,785	261,004
Net gains/(losses) on investments	15	-	11,652	-	-	11,652	35,459
Net income/(expenditure)		(5,147)	11,652	(423)	115	6,197	21,331
Transfers between funds		(24,672)	24,787	-	(115)	-	-
Net movement in funds	12	(29,819)	36,439	(423)	-	6,197	21,331
Reconciliation of funds:							
Fund balances at 1 January 2024		59,834	1,128,369	33,299	2,690	1,224,192	1,202,861
Fund balances at 31 December 2024		30,015	1,164,808	32,876	2,690	1,230,389	1,224,192

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Prior financial year		Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
	Notes					
Income and endowments from:						
Donations and legacies	3	126,837	-	3,598	-	130,435
Charitable activities	4	29,078	-	6,600	-	35,678
Other trading activities	5	7,228	-	-	-	7,228
Investments	6	40,596	-	-	22	40,618
Other income	7	32,917	-	-	-	32,917
Total income and endowments		<u>236,656</u>	<u>-</u>	<u>10,198</u>	<u>22</u>	<u>246,876</u>
Expenditure on:						
Raising funds	10 8	7,541	-	-	-	7,541
Charitable activities	9	243,464	-	9,977	22	253,463
Total expenditure		<u>251,005</u>	<u>-</u>	<u>9,977</u>	<u>22</u>	<u>261,004</u>
Net gains/(losses) on investments	15	<u>-</u>	<u>35,459</u>	<u>-</u>	<u>-</u>	<u>35,459</u>
Net income/(expenditure)		(14,349)	35,459	221	-	21,331
Transfers between funds		<u>25,135</u>	<u>(25,000)</u>	<u>(135)</u>	<u>-</u>	<u>-</u>
Net movement in funds	12	10,786	10,459	86	-	21,331
Reconciliation of funds:						
Fund balances at 1 January 2023		<u>49,048</u>	<u>1,117,910</u>	<u>33,213</u>	<u>2,690</u>	<u>1,202,861</u>
Fund balances at 31 December 2023		<u>59,834</u>	<u>1,128,369</u>	<u>33,299</u>	<u>2,690</u>	<u>1,224,192</u>

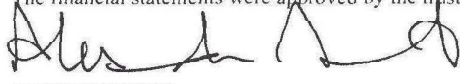
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

BALANCE SHEET

AS AT 31 DECEMBER 2024

		2024	2023
	Notes	£	£
Fixed assets			
Tangible assets	17	450,000	450,000
Investments	18	565,045	553,369
		<u>1,015,045</u>	<u>1,003,369</u>
Current assets			
Debtors	19	30,191	25,523
Cash at bank and in hand		200,887	221,746
		<u>231,078</u>	<u>247,269</u>
Creditors: amounts falling due within one year	20	(15,734)	(26,446)
Net current assets		<u>215,344</u>	<u>220,823</u>
Total assets less current liabilities		<u>1,230,389</u>	<u>1,224,192</u>
The funds of the charity			
Endowment funds	23	2,690	2,690
Restricted income funds	25	32,876	33,299
Unrestricted funds - general	24	30,015	59,834
Unrestricted funds - designated	22	1,164,808	1,128,369
		<u>1,230,389</u>	<u>1,224,192</u>

The financial statements were approved by the trustees on 26/3/25



A Durrant
Treasurer and Trustee



The Rev. Luke McKinnon Whiteman
Vicar and Trustee

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead is a charity with registered office: St Swithun's Parish Office, St Swithun's Close, East Grinstead RH19 3BB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds set aside at the discretion of the trustees to be used for a specific purpose. The designated fund for fixed assets is that part of the unrestricted funds that represents fixed assets used in the day to day operation of the charity.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under gift aid or deeds of covenant is recognised at the time money is received from HMRC or at the year end as a debtor.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2024*

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	No depreciation
-----------------------------	-----------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Critical judgements

Investment valuation

Valuation of investments at market value, based on calculations by the investment fund manager. The investments are all held within recognised funds which have an easily identifiable market value.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	124,318	5,987	130,305	125,426	3,598	129,024
Legacies	6,250	-	6,250	1,411	-	1,411
Grants	14,570	-	14,570	-	-	-
	<u>145,138</u>	<u>5,987</u>	<u>151,125</u>	<u>126,837</u>	<u>3,598</u>	<u>130,435</u>

Grant income comprises:

£13,870 from the Restoration Trust towards the costs of repairs to masonry.

£700 from the diocese for vicarage redecoration and moving in costs.

4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Church activities						
Income within church activities	35,224	7,823	43,047	29,078	6,600	35,678
	<u>35,224</u>	<u>7,823</u>	<u>43,047</u>	<u>29,078</u>	<u>6,600</u>	<u>35,678</u>

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Car parking permits	7,847	7,228
	<u>7,847</u>	<u>7,228</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

6 Income from investments

	Unrestricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Rental income	17,350	-	17,350	17,040	-	17,040
Income from investments with CCLA	25,846	115	25,961	23,556	22	23,578
	<u>43,196</u>	<u>115</u>	<u>43,311</u>	<u>40,596</u>	<u>22</u>	<u>40,618</u>

7 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Net gain on disposal of tangible fixed assets	-	32,917
	<u>-</u>	<u>32,917</u>

8 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising		
Costs of renting property (including repairs and maintenance)	6,602	7,541
	<u>6,602</u>	<u>7,541</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2024*

9 Expenditure on charitable activities

	Church activities 2024 £	Church activities 2023 £
Direct costs		
Staff costs	23,019	22,187
Church activities	181,252	188,149
	<u>204,271</u>	<u>210,336</u>
Share of support and governance costs (see note 11)		
Support	35,539	38,909
Governance	4,373	4,218
	<u>244,183</u>	<u>253,463</u>
Analysis by fund		
Unrestricted funds - general	229,950	243,464
Restricted funds	14,233	9,977
Endowment funds	-	22
	<u>244,183</u>	<u>253,463</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

10 Outward Giving Donations

	2024	2023
	£	£
Overseas		
Mercy Ships	600	600
USPG	1,000	1,000
Mission Aviation Fellowship	1,000	1,000
Embrace the Middle East	900	900
Practical Action	800	800
CMS	500	500
Mission to Seafarers	700	500
Tear Fund	400	400
Ripple Effect	600	400
Bible Society	400	400
	<u>6,900</u>	<u>6,500</u>
Home		
Diocesan Family Support Work	1,000	2,535
East Grinstead Food Bank	1,000	1,095
Chestnut Tree House Children's Hospice	700	2,194
St Catherine's Hospice	1,200	1,200
Crawley Open House	1,000	1,000
Church Army	700	700
Broadfield Parish Nurse	700	500
Children's Society	-	334
Samartians Tunbridge Wells	400	400
Sussex Pathways	300	300
	<u>7,000</u>	<u>10,258</u>

11 Support costs allocated to activities

	2024	2023
	£	£
Church maintenance	25,266	27,113
Hall running costs	4,974	5,639
Office expenses	5,299	6,157
Governance costs	4,373	4,218
	<u>39,912</u>	<u>43,127</u>
Analysed between:		
Church activities	<u>39,912</u>	<u>43,127</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

11	Support costs allocated to activities	(Continued)	
		2024	2023
		£	£
	Governance costs comprise:		
	Audit fees	3,643	3,000
	Accountancy	665	1,068
	Bank charges	65	150
		<u>4,373</u>	<u>4,218</u>
12	Net movement in funds	2024	2023
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the independent examination of the charity's financial statements	3,643	3,000
	Loss/(profit) on disposal of tangible fixed assets	-	(32,917)
		<u>-</u>	<u>(32,917)</u>
13	Trustees		
	None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.		
14	Employees		
	The average monthly number of employees during the year was:		
		2024	2023
		Number	Number
		3	3
		<u>3</u>	<u>3</u>
	Employment costs	2024	2023
		£	£
	Wages and salaries	22,855	22,038
	Other pension costs	164	149
		<u>23,019</u>	<u>22,187</u>

There were no employees whose annual remuneration was more than £60,000.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

14 Employees (Continued)

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024	2023
	£	£
Aggregate compensation	-	-

15 Gains and losses on investments

	Unrestricted funds designated 2024	Unrestricted funds designated 2023
	£	£
Gains/(losses) arising on:		
Revaluation of investments	11,652	35,459

16 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

17 Tangible fixed assets

	Freehold land and buildings £
Cost	
At 1 January 2024	450,000
At 31 December 2024	450,000
Carrying amount	
At 31 December 2024	450,000
At 31 December 2023	450,000

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

17 Tangible fixed assets

(Continued)

Freehold land and buildings comprise:

Freehold land – being two plots on the south side of East Grinstead known as Lots 1479 and 1876 in the Deeds. Lot 1479 is on Coombe Hill Road and Lot 1876 is at the corner of Coombe Hill Road and West Hoathly Road. During the year, expenditure has been incurred to settle legal fees in connection with the failed planning application to develop the land at Lot 1479.

The PCC considers these plots have a value of £10,000 on the basis of their current use and they have been so valued by Park & Bailey. The trustees have considered the 2009 valuations and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

Sunnyside Hall - this building, on Lot 1876, became vested in the PCC on 25 March 2007, when the previous lease terminated. It is included at valuation by Park & Bailey at 26 January 2009 of £100,000. The trustees have considered the 2009 valuation and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

21 Bourg de Peage Avenue – this property was purchased in April 2008, for occupation by the curate in post at the time, at a cost of £310,000 and was funded in part by a Diocesan loan which was repaid in October 2014. The property was included at valuation by Park & Bailey at 26 January 2009 of £290,000. The trustees looked at market conditions and similar property sales and revalued this property to £340,000 in December 2014.

Church Hall – this is an extension to the church, which is built on consecrated land and cannot be sold separately to the main Church and being inalienable it is not considered appropriate to place any value on it.

18 Fixed asset investments

	CCLA Investments £
Cost or valuation	
At 1 January 2024	553,369
Additions	24
Valuation changes	11,652
At 31 December 2024	565,045
Carrying amount	
At 31 December 2024	565,045
At 31 December 2023	553,369
Historical cost:	
At 31 December 2024: £415,024	
At 31 December 2023: £415,000	

Investments are held primarily to provide an investment return for the church. All investment assets are held in the UK.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

19 Debtors	2024	2023
	£	£
Amounts falling due within one year:		
Other debtors	21,164	15,826
Prepayments and accrued income	9,027	9,697
	<u>30,191</u>	<u>25,523</u>
	<u><u>30,191</u></u>	<u><u>25,523</u></u>
20 Creditors: amounts falling due within one year	2024	2023
	£	£
Other taxation and social security	187	182
Other creditors	5,675	7,403
Accruals and deferred income	9,872	18,861
	<u>15,734</u>	<u>26,446</u>
	<u><u>15,734</u></u>	<u><u>26,446</u></u>
21 Retirement benefit schemes	2024	2023
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	164	149
	<u>164</u>	<u>149</u>
	<u><u>164</u></u>	<u><u>149</u></u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

22 Unrestricted funds - designated

These are unrestricted funds which are material to the charity's activities.

	At 1 January 2024 £	Transfers £	Gains and losses £	At 31 December 2024 £
Land and Building	450,000	-	-	450,000
Investments	678,369	24,787	11,652	714,808
	<u>1,128,369</u>	<u>24,787</u>	<u>11,652</u>	<u>1,164,808</u>
Previous year:	At 1 January 2023 £	Transfers £	Gains and losses £	At 31 December 2023 £
Land and Building	600,000	(150,000)	-	450,000
Investments	517,910	125,000	35,459	678,369
	<u>1,117,910</u>	<u>(25,000)</u>	<u>35,459</u>	<u>1,128,369</u>

The designated fund represents funds which are in property and investments held by the charity.

23 Endowment funds

Endowment funds represent assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2024 £
Permanent endowments					
Betchley Trust Fund	2,510	115	-	(115)	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	<u>2,690</u>	<u>115</u>	<u>-</u>	<u>(115)</u>	<u>2,690</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

23 Endowment funds (Continued)

Previous year:	At 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2023 £
Permanent endowments					
Betchley Trust Fund	2,510	22	(22)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	<u>2,690</u>	<u>22</u>	<u>(22)</u>	<u>-</u>	<u>2,690</u>

Betchley Trust Fund - this is held on behalf of St. Luke's Church in the CBF Deposit Fund, the interest on which would contribute to the curate's stipend, if a curate was in post.

St Swithun's Crawford Trust Fund - this is held in the CBF Deposit Fund, the interest on which is available to maintain a Sanctuary lamp.

24 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2024 £
General funds	<u>59,834</u>	<u>231,405</u>	<u>(236,552)</u>	<u>(24,672)</u>	<u>30,015</u>
Previous year:	At 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2023 £
General funds	<u>49,048</u>	<u>236,656</u>	<u>(251,005)</u>	<u>25,135</u>	<u>59,834</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

25 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2024 £
St Swithun's Group's Funds	10,083	7,823	(8,246)	-	9,660
Vicar's Discretion	55	-	-	-	55
Donations to Floodlighting					
Sponsorship	240	-	-	-	240
Fabric Fund	14,460	-	-	-	14,460
Youth Donations	352	-	-	-	352
Verger's Fees	160	-	-	-	160
St Luke's Fabric Fund	3,663	-	-	-	3,663
St Barnabas Fabric Fund	4,286	-	-	-	4,286
Outward Giving Donations	-	5,987	(5,987)	-	-
	<u>33,299</u>	<u>13,810</u>	<u>(14,233)</u>	<u>-</u>	<u>32,876</u>
Previous year:	At 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2023 £
St Swithun's Group's Funds	9,324	6,600	(5,706)	(135)	10,083
Vicar's Discretion	55	-	-	-	55
Donations to Floodlighting					
Sponsorship	5	235	-	-	240
Fabric Fund	14,460	-	-	-	14,460
Youth Donations	352	-	-	-	352
Verger's Fees	160	-	-	-	160
St Luke's Fabric Fund	3,723	-	(60)	-	3,663
St Barnabas Fabric Fund	4,286	-	-	-	4,286
Sunnyside Rent Deposit	847	-	(847)	-	-
Outward Giving Donations	1	3,363	(3,364)	-	-
	<u>33,213</u>	<u>10,198</u>	<u>(9,977)</u>	<u>(135)</u>	<u>33,299</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

25 Restricted funds

(Continued)

The restricted funds listed above are for the following purposes:

St Swithun's Group's Funds – Donations received, less expenditure on groups that operate within the church.

Vicar's Discretion – To be used at the Vicar's discretion for people in need

Donations to Floodlighting Sponsorship – Income from sponsorship – floodlights requested for anniversaries or birthdays, funds to be used for repairs

Fabric Fund – To be used for funding major fund repairs to church building

Youth Donations – To be used for youth projects but day to day costs of youth work go through the unrestricted funds

Verger's Fees - To be used to fund verger

St Luke's Fabric fund – Set aside for repairs to St Luke's community room

St Barnabas Fabric Fund – For repairs to St Barnabas, but as that building has now been sold, the PCC are now in the process of deciding how these funds should be used

Sunnyside Rent Deposit – A rent deposit paid by Toy Box nursery so it is repayable when the lease ends. This has now been moved to other creditors.

Restoration Trust Grant – Grant received in 2022 for repairs incurred in 2021

Outwards Giving Donations – Restricted donations received and paid to other charities

26 Analysis of net assets between funds

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
At 31 December 2024:					
Tangible assets	-	450,000	-	-	450,000
Investments	-	565,045	-	-	565,045
Current assets/(liabilities)	30,015	149,763	32,876	2,690	215,344
	<u>30,015</u>	<u>1,164,808</u>	<u>32,876</u>	<u>2,690</u>	<u>1,230,389</u>

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
At 31 December 2023:					
Tangible assets	-	450,000	-	-	450,000
Investments	-	553,369	-	-	553,369
Current assets/(liabilities)	59,834	125,000	33,299	2,690	220,823
	<u>59,834</u>	<u>1,128,369</u>	<u>33,299</u>	<u>2,690</u>	<u>1,224,192</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2024

27 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

	Grants received	
	2024	2023
	£	£
St Swithun’s Church, East Grinstead Restoration Trust	13,870	-

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2024	2023
	£	£
John Durrant	50	-

Accounts

Charity registration number 1131405

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

J Bryant
J Durrant
J Kaye
J Phipps (Appointed 23 April 2023)
J Parsons
L Bryant
K Mooney
D E Ratcliffe
The Reverend Canon J K Peaty
A F J Frankhuijzen
S J Linton
J W Lancaster
P J Hewett (Appointed 23 April 2023)
K Pickstock (Appointed 23 April 2023)
A Durrant
H C Saunders (Appointed 23 April 2023)
L Colwell
H Weston

Charity number

1131405

Registered office

St Swithun's Parish Office
St Swithun's Close
East Grinstead
West Sussex
RH19 3BB

Independent examiner

Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, which is the Parochial Church Councils (Powers) Measure 1956, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, The Reverend Canon Andrew Hawken to 30 September 2023, and then the churchwardens as sequestrators in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To know Jesus better and make Him better known.
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay.
- Providing financial support for those in need and, to other organisations with similar objectives.

The trustees have paid due regard to guidance issued by the Charity Commission on public benefit and in particular the specific guidance on "charities for the advancement of religion" when deciding what activities the charity should undertake.

Achievements and performance

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

In 2023 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through sacrament and prayer, scripture and music
- Offering worship and prayer, learning about the Gospel, in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Provision of assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through our website, Facebook pages and A Church Near You.
- Maintaining the fabric of the church building as a historic and cultural centre in the town.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome individuals and families from all walks of life to take part in the life of the church. We contend that voluntary attendance in worshipping the Lord Jesus Christ, is a major demonstration of the public benefit of our activities. We look to encourage the deepening of faith for all ages, and alongside our services there is a programme for young people from crèche through to teenagers.

The average regular weekly attendance, counted during October was 159 adults and 71 children, with the number increasing on Harvest Sunday and with Baptisms. Over the course of the year, we have seen a small increase in service attendance, and it has been a great encouragement to welcome new families and individuals at St. Swithun's.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Easter is the high point in the church's year and we were able to offer a full Holy Week with all the services from Palm Sunday to Easter Day with a children's holiday club during the week. They performed the Easter Story on Good Friday morning in the church for family members. On Easter Day we held a Dawn Eucharist, lit the new fire of Easter and the Paschal Candle. We also renewed our Baptismal Vows in church. At Easter there were 205 communicants and 266 people at the services.

Christmas is a very special time of celebration where many sections of the community come together. This year we provided a full programme of services open to the public and welcomed the local schools for their Carol Services in the church. We also held a Christingle Service, a Parish Carol Service, two Crib Services, Midnight Mass and on Christmas Morning there was a Family Eucharist. All these services were very well attended with a high volume of visitors at each. At Christmas over 4,900 people attended services including the school and church carol services.

We continued our emphasis upon the family and the children's ministry. The Youth Group, TRAX, has a thriving group of 6 younger people (aged 10 – 16), who attend regularly and take part in a variety of activities. TRAX is open to Year 7+ and meets on the Second Sunday evening of the month.

Teaching, baptising, and nurturing new and existing believers

In 2023 there were 8 weddings; 17 church funerals with 30 other funerals conducted for parishioners; 2 burials of ashes; 16 children and 1 adult were baptised. In September we welcomed Bishop Ruth, Bishop of Horsham, who confirmed 3 adults and 1 teenager from our congregation.

A good number of lay volunteers continue to take an active part in our services along with our musicians. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community.

Evangelism and outreach

We have 4 members of St Swithun's active on the Governing Body of St Mary's Church of England School. During the year we have continued to connect with Escots, The Meads, and Blackwell Primary Schools in the parish for assemblies in school, church visits and Christmas and Easter services.

During Lent 2023 we held Lent courses in person following the Diocesan Lent material and those who joined in found them beneficial and enjoyed the fellowship.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many other visitors both from this country and from abroad, as a space where life events are celebrated with joy and thanksgiving. We have continued to explore ways in which the church building can be used for events in addition to services.

The East Grinstead Choral Society now enjoys a permanent home at St Swithun's for regular rehearsals and concerts. We also held the St Swithun's Festival of the Arts at the end of June being an opportunity to celebrate the artwork of Sackville School and two other Art Groups in the town. There was also a full programme of lunchtime concerts, an evening piano recital and a Community Lecture on Arts and Crafts buildings in East Grinstead.

In May and November we held Craft Fayres inside the church. The nave and side aisles were filled with a wide variety of crafters and their wares. They all appreciated the space and hospitality shown by the church. Throughout both Fayres there was a high volume of visitors.

It is important to us that the church is available for private prayer not just for the church family but to the wider visiting community. To this end the church building is always open during daylight hours. There is a place to light a candle and say a prayer and the two side chapels are often used by visitors as a space for prayer and silence. When the war in Ukraine started in February 2022, we mounted the prayer from the Archbishops of Canterbury and York, together with a permanent light, on the candle stand. This continues to attract attention from Ukrainian refugees and locals alike with candles lit and written prayers being left behind. Individuals comment on how refreshing it is to find a warm open church. They also remark on the peacefulness and spiritual atmosphere in the building. Others come to see the historical architecture and its notable stained glass within, and to see some of the interesting monuments around the church.

Future projects and major work on the church building – Whilst the parish is going through the current period of vacancy, following the retirement of the vicar, planning for future work on capital projects is temporarily halted until a new incumbent is appointed.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Provision of pastoral care for people living in the parish

The Reverend Canon Julia Peaty, is responsible for arranging hospital visits and home communions. The number of volunteers offering this care has reduced but visits to the 4 care homes continue for monthly communion services for those too frail to attend church. An average of 10-12 people attend these services each month.

A member of the congregation runs a Julian Prayer Group, every month, for members of the congregation to foster the teaching and practice of contemplative prayer and meditation.

In addition a church member gives time to the work of the Churches Together Street Pastors organisation in the town. Regularly they sacrifice their time and energies in caring, listening and helping people who remain out in the streets late at night.

Provision of tangible support to the poor and needy

The church family has supported many mission and charitable societies, by way of donations amounting to £10,258 for charities in the UK, and £6,500 donated to overseas charities and projects - see note 10. In addition to this a donation was made from special collections to DEC of £650 for the Earthquake in Turkey and at harvest we donated £674 to the East Grinstead Foodbank.

Other charitable giving

The parish website continues to be updated helping to maintain links between the church family and members of the wider community. St Swithun's continued its support of the Quarry Café and Community Fridge project financially at St Luke's Community Room in Stone Quarry until it relocated in September to the Old Post Office building in Holland Way.

Deanery Synod

Three members of the laity represent the parish on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Retirement of The Reverend Canon Andrew Hawken

On the 24th September we held a service for the parish and local community to say good bye and thank you to Andrew, our vicar, on his retirement after over seven years of leadership. The PCC acknowledged his, and Sylvia's, contribution to parish life and the East Grinstead community and wished them well for the future.

The churchwardens would like to thank the PCC, the congregation and our two self supporting curates for their work and support during the vacancy.

Financial review

The PCC had total funds of £1,224,192 at 31 December 2023 (2022 - £1,202,861), of which £59,834 is unrestricted (2022 - £49,048).

During the year the charity received unrestricted income of £203,739 (2022 - £207,494) from its charitable activities and investments. In addition, following the sale of St Barnabas church, it received net proceeds, after deducting costs, of £32,917. The unrestricted expenditure in the year was £251,005 (2022 - £226,177) giving a deficit of unrestricted income over expenditure of £14,349 (2022 - £18,683).

Restricted income in the year was £10,198 (2022 - £43,606 comprising £14,684 plus a £28,922 grant from The Restoration Trust for capital works carried out in year ended 31 December 2021). After deducting restricted expenditure of £9,977 (2022 - £15,118) there was a surplus of restricted income over expenditure for the year of £221 (2022 - £28,488).

Included in income, the investment income received during the year was £23,578 (2022 - £17,621) showing an improvement in investment performance after the covid period. The market value of investments held at 31 December 2023 increased to £553,369 (2022 - £517,910) but this increase in value is notional and will only become a real if and when any investments are sold.

Unrestricted income from planned giving and collections at services in the year totalled £92,999 (2022 - £105,952) on which the church reclaimed income tax, recoverable under gift aid, of £23,548 (2022 - £24,124). These figures show a reduction in this income source of just over 10%. However, congregation members and visitors were very generous in their giving to cash collections held for the DEC Turkish Earthquake appeal and to other charities supported by the church at Christmas 2023. The church is very grateful and appreciative for all donations received, large or small, during the year given the rise in the cost of living with many individuals and families still struggling to make ends meet.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Reserves Policy

It is PCC policy to maintain a balance on unrestricted cash resources which equates to at least six months unrestricted payments to cover emergency situations that may arise from time to time. Current unrestricted cash resources have been maintained at six months budgeted expenditure. This includes certain cash resources held in deposit accounts and the readily available investment funds, which are included within the accounts in the designated fund balance. The PCC has a list of projects for outreach and improvements to the parish church which may be undertaken during the current year or when a new incumbent is in post. It is the PCC policy to invest fund balances in excess of immediate requirements in the C.B.F Church of England investment, fixed interest and property funds as well as its deposit fund.

Investment Policy

Assets not immediately required for the charity's own use will be invested to achieve a balance of income and capital growth, subject to accepting only a moderate level of risk. The PCC has adopted a responsible investment policy. All investments are held in accordance with Church of England ethical investment guidelines.

Risk Management

The principal risks faced by the charity have been assessed by the trustees and a risk register has been produced to manage the risks and is regularly updated and monitored. A fresh review was undertaken in accordance with the Criminal Finances Act 2017.

Structure, governance and management

The PCC is registered with the Charity Commission as required by the Charities Act 2011 with its governing document being the Parochial Church Councils (Powers) Measure 1956. The PCC is part of the Diocese of Chichester within the Church of England.

The trustees who served during the year and up to the date of signature of the financial statements were:

J Bryant	
J Durrant	
T Cox	(Resigned 23 April 2023)
L Ellis	(Resigned 23 April 2023)
J Kaye	
J Phipps	(Appointed 23 April 2023)
J Parsons	
L Bryant	
K Mooney	
D E Ratcliffe	
The Reverend Canon J K Peaty	
The Reverend Canon A Hawken	(Resigned 30 September 2023)
V Hobbs	(Resigned 23 April 2023)
A F J Frankhuijzen	
S J Linton	
J W Lancaster	
P J Hewett	(Appointed 23 April 2023)
J Hearn	(Appointed 23 April 2023 and resigned 22 November 2023)
K Pickstock	(Appointed 23 April 2023)
A Durrant	
H C Saunders	(Appointed 23 April 2023)
L Colwell	
H Weston	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

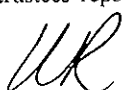
TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Recruitment and training of trustees

The PCC looks to the church congregation for volunteers to become new trustees. The volunteers will be communicants of the Church of England and must be nominated and seconded by two members of the church congregation. At the Annual Parochial Church Meeting members of the congregation are asked to select the new trustees from those nominated. Training and guidance on the role of being a trustee and the workings of the PCC is provided to all new trustees.

The trustees' report was approved by the Board of Trustees.



K Mooney
PCC Chairman and Churchwarden

19 March 2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

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

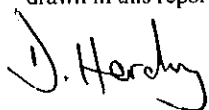
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 09/04/2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

Current financial year

		Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Total 2022 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	3	126,837	-	3,598	-	130,435	172,755
Charitable activities	4	29,078	-	6,600	-	35,678	37,001
Other trading activities	5	7,228	-	-	-	7,228	6,698
Investments	6	40,596	-	-	22	40,618	34,661
Surplus on disposal of asset	7	32,917	-	-	-	32,917	-
Total income and endowments		236,656	-	10,198	22	246,876	251,115
<u>Expenditure on:</u>	10						
Raising funds	8	7,541	-	-	-	7,541	3,344
Charitable activities	9	243,464	-	9,977	22	253,463	237,966
Total expenditure		251,005	-	9,977	22	261,004	241,310
Net gains/(losses) on investments	14	-	35,459	-	-	35,459	(69,751)
Net (outgoing)/incoming resources before transfers		(14,349)	35,459	221	-	21,331	(59,946)
Gross transfers between funds		25,135	(25,000)	(135)	-	-	-
Net movement in funds		10,786	10,459	86	-	21,331	(59,946)
Fund balances at 1 January 2023		49,048	1,117,910	33,213	2,690	1,202,861	1,262,807
Fund balances at 31 December 2023		59,834	1,128,369	33,299	2,690	1,224,192	1,202,861

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Prior financial year

		Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
	Notes					
<u>Income and endowments from:</u>						
Donations and legacies	3	136,703	-	36,052	-	172,755
Charitable activities	4	29,447	-	7,554	-	37,001
Other trading activities	5	6,698	-	-	-	6,698
Investments	6	34,646	-	-	15	34,661
Total income and endowments		207,494	-	43,606	15	251,115
<u>Expenditure on:</u>						
Raising funds	10 8	3,344	-	-	-	3,344
Charitable activities	9	222,833	-	15,118	15	237,966
Total expenditure		226,177	-	15,118	15	241,310
Net gains/(losses) on investments	14	-	(69,751)	-	-	(69,751)
Net (outgoing)/incoming resources before transfers		(18,683)	(69,751)	28,488	-	(59,946)
Gross transfers between funds		28,922	-	(28,922)	-	-
Net movement in funds		10,239	(69,751)	(434)	-	(59,946)
Fund balances at 1 January 2022		38,809	1,187,661	33,647	2,690	1,262,807
Fund balances at 31 December 2022		49,048	1,117,910	33,213	2,690	1,202,861

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

BALANCE SHEET

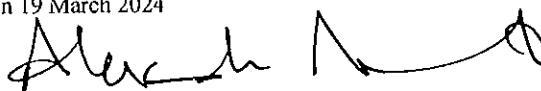
AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	16		450,000		600,000
Investments	17		553,369		517,910
			<u>1,003,369</u>		<u>1,117,910</u>
Current assets					
Debtors	18	25,523		22,890	
Cash at bank and in hand		221,746		73,007	
		<u>247,269</u>		<u>95,897</u>	
Creditors: amounts falling due within one year	19	(26,446)		(10,946)	
Net current assets			<u>220,823</u>		<u>84,951</u>
Total assets less current liabilities			<u><u>1,224,192</u></u>		<u><u>1,202,861</u></u>
Capital funds					
Endowment funds	22		2,690		2,690
Income funds					
Restricted funds	23		33,299		33,213
Unrestricted funds - designated	24		1,128,369		1,117,910
Unrestricted funds			59,834		49,048
			<u><u>1,224,192</u></u>		<u><u>1,202,861</u></u>

The financial statements were approved by the trustees on 19 March 2024



K Mooney
PCC Chairman and Churchwarden



A Durrant
Treasurer and Trustee

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead is a charity with registered office: St Swithun's Parish Office, St Swithun's Close, East Grinstead RH19 3BB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds set aside at the discretion of the trustees to be used for a specific purpose. The designated fund for fixed assets is that part of the unrestricted funds that represents fixed assets used in the day to day operation of the charity.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under gift aid or deeds of covenant is recognised at the time money is received from HMRC or at the year end as a debtor.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	No depreciation
-----------------------------	-----------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	125,426	3,598	129,024	132,703	6,759	139,462
Legacies receivable	1,411	-	1,411	4,000	-	4,000
Grants	-	-	-	-	29,293	29,293
	<u>126,837</u>	<u>3,598</u>	<u>130,435</u>	<u>136,703</u>	<u>36,052</u>	<u>172,755</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

4 Charitable activities

	Church Activities 2023 £	Church Activities 2022 £
Income within church activities	35,678	37,001
Analysis by fund		
Unrestricted funds - general	29,078	29,447
Restricted funds	6,600	7,554
	35,678	37,001

5 Other trading activities

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Car parking permits	7,228	6,698

6 Investments

	Unrestricted funds general 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Endowment funds 2022 £	Total 2022 £
Rental income	17,040	-	17,040	17,040	-	17,040
Income from investments with CCLA	23,556	22	23,578	17,606	15	17,621
	40,596	22	40,618	34,646	15	34,661

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

7 Surplus on disposal of asset

	Unrestricted funds general 2023 £	Total 2022 £
Net gain on disposal of tangible fixed assets	32,917	-

8 Raising funds

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Fundraising		
Seeking donations, grants and legacies	-	410
Costs of renting property (including repairs and maintenance)	7,541	2,934
	<u>7,541</u>	<u>3,344</u>

9 Charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
Staff costs	22,187	21,255
Charitable activities	188,149	182,195
	<u>210,336</u>	<u>203,450</u>
Share of support costs (see note 11)	38,909	31,467
Share of governance costs (see note 11)	4,218	3,049
	<u>253,463</u>	<u>237,966</u>
Analysis by fund		
Unrestricted funds - general	243,464	222,833
Restricted funds	9,977	15,118
Endowment funds	22	15
	<u>253,463</u>	<u>237,966</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

10 Outward Giving Donations

	2023	2022
	£	£
Overseas		
Mercy Ships	600	1,071
USPG	1,000	1,000
Mission Aviation Fellowship	1,000	1,000
Embrace the Middle East	900	900
DEC Turkey	-	-
DEC Pakistan	-	809
DEC Ukraine	-	566
Practical Action	800	800
CMS	500	500
Mission to Seafarers	500	500
Tear Fund	400	400
Ripple Effect	400	400
Bible Society	400	400
	<u>6,500</u>	<u>8,346</u>
 Home		
Diocesan Family Support Work	2,535	2,216
East Grinstead Food Bank	1,095	2,020
Chestnut Tree House Children's Hospice	2,194	1,871
St Catherine's Hospice	1,200	1,378
Crawley Open House	1,000	1,000
Church Army	700	700
Broadfield Parish Nurse	500	500
Children's Society	334	499
Bishop of Chichester Discretionary Fund	-	441
Samartians Tunbridge Wells	400	400
Sussex Pathways	300	300
	<u>10,258</u>	<u>11,325</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

11 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Church maintenance	27,113	-	27,113	12,573	-	12,573
Hall running costs	5,639	-	5,639	15,023	-	15,023
Office expenses	6,157	-	6,157	3,871	-	3,871
Independent examination	-	3,000	3,000	-	3,000	3,000
Accountancy	-	1,068	1,068	-	-	-
Bank charges	-	150	150	-	49	49
	<u>38,909</u>	<u>4,218</u>	<u>43,127</u>	<u>31,467</u>	<u>3,049</u>	<u>34,516</u>
Analysed between						
Charitable activities	<u>38,909</u>	<u>4,218</u>	<u>43,127</u>	<u>31,467</u>	<u>3,049</u>	<u>34,516</u>

Governance costs includes payments to the independent examiner of £3,000 (2022 - £3,000) for independent examination fees.

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

13 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>3</u>	<u>3</u>
Employment costs	2023	2022
	£	£
Wages and salaries	22,038	21,118
Other pension costs	149	137
	<u>22,187</u>	<u>21,255</u>

There were no employees whose annual remuneration was more than £60,000.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

14 Net gains/(losses) on investments

	Unrestricted funds designated 2023 £	Unrestricted funds designated 2022 £
Revaluation of investments	35,459	(69,751)

15 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

16 Tangible fixed assets

	Freehold land and buildings £
Cost	
At 1 January 2023	600,000
Disposals	(150,000)
At 31 December 2023	450,000
Carrying amount	
At 31 December 2023	450,000
At 31 December 2022	600,000

Freehold land and buildings comprise:

Freehold land – being two plots on the south side of East Grinstead known as Lots 1479 and 1876 in the Deeds. Lot 1479 is on Coombe Hill Road and Lot 1876 is at the corner of Coombe Hill Road and West Hoathly Road. During the year, expenditure has been incurred in support of a planning application to develop the land at Lot 1479.

The PCC considers these plots have a value of £10,000 on the basis of their current use and they have been so valued by Park & Bailey. The trustees have considered the 2009 valuations and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

Sunnyside Hall - this building, on Lot 1876, became vested in the PCC on 25 March 2007, when the previous lease terminated. It is included at valuation by Park & Bailey at 26 January 2009 of £100,000. The trustees have considered the 2009 valuation and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

21 Bourg de Peage Avenue – this property was purchased in April 2008, for occupation by the curate in post at the time, at a cost of £310,000 and was funded in part by a Diocesan loan which was repaid in October 2014. The property was included at valuation by Park & Bailey at 26 January 2009 of £290,000. The trustees looked at market conditions and similar property sales and revalued this property to £340,000 in December 2014.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

16 Tangible fixed assets

(Continued)

St Barnabas Church - a non-consecrated building was disposed of during the year. The property was originally built in 1975 with temporary planning permission which subsequently became permanent. The property was valued by RH & RW Clutton on 02/02/2022 at a value of £150,000.

Church Hall – this is an extension to the church, which is built on consecrated land and cannot be sold separately to the main Church and being inalienable it is not considered appropriate to place any value on it.

17 Fixed asset investments

	CCLA Investments £
Cost or valuation	
At 1 January 2023	517,910
Valuation changes	35,459
At 31 December 2023	553,369
Carrying amount	
At 31 December 2023	553,369
At 31 December 2022	517,910
Historical cost	
At 31 December 2023: £415,000	
At 31 December 2022: £415,000	

Investments are held primarily to provide an investment return for the church. All investment assets are held in the UK.

18 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	15,826	10,621
Prepayments and accrued income	9,697	12,269
	25,523	22,890

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

19 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other taxation and social security	182	536
Other creditors	7,403	7,974
Accruals and deferred income	18,861	2,436
	<u>26,446</u>	<u>10,946</u>

20 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to the Statement of Financial Activities in respect of defined contribution schemes was £149 (2022 - £137).

21 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

22 Endowment funds

Endowment funds represent assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Balance at 1 January 2022	Movement in funds		Balance at 1 January 2023	Movement in funds		Balance at 31 December 2023
	£	Incoming resources	Resources expended	£	Incoming resources	Resources expended	£
Betchley Trust Fund	2,510	15	(15)	2,510	22	(22)	2,510
St Swithun's Crawfurd Trust	180	-	-	180	-	-	180
	<u>2,690</u>	<u>15</u>	<u>(15)</u>	<u>2,690</u>	<u>22</u>	<u>(22)</u>	<u>2,690</u>

Betchley Trust Fund - this is held on behalf of St. Luke's Church in the CBF Deposit Fund, the interest on which would contribute to the curate's stipend, if a curate was in post.

St Swithun's Crawfurd Trust Fund - this is held in the CBF Deposit Fund, the interest on which is available to maintain a Sanctuary lamp.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

23 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2022	Movement in funds			Balance at 1 January 2023	Movement in funds			Balance at 31 December 2023
	£	Incoming resources	Resources expended	Transfers	£	Incoming resources	Resources expended	Transfers	£
St Swithun's Chancel Trust	145	371	(516)	-	-	-	-	-	-
Flower Fund	1,316	2,432	(3,370)	-	378	1,876	(1,835)	-	419
Bell Ringers Fund	2,136	1,660	(1,327)	-	2,469	1,381	(1,206)	-	2,644
Social Committee	716	-	(287)	-	429	-	-	-	429
Coffee Shop	2,379	1,641	(1,159)	-	2,861	1,882	(1,620)	-	3,123
Vicar's Discretion	55	-	-	-	55	-	-	-	55
Open House	278	551	(312)	-	517	752	(518)	-	751
Choir Management Group	1,123	350	(240)	-	1,233	475	(300)	-	1,408
Donations to Floodlighting Sponsorship	15	90	(100)	-	5	235	-	-	240
Fabric Fund	14,460	-	-	-	14,460	-	-	-	14,460
Tea and Toys Toddlers Group	1,013	920	(631)	-	1,302	234	(227)	-	1,309
Youth Donations	352	-	-	-	352	-	-	-	352
Verger's Fees	160	-	-	-	160	-	-	-	160
St Luke's Flower Fund	135	-	-	-	135	-	-	(135)	-
St Luke's Fabric Fund	3,723	-	-	-	3,723	-	(60)	-	3,663
St Barnabas Fabric Fund	4,791	-	(505)	-	4,286	-	-	-	4,286
Sunnyside Rent Deposit	847	-	-	-	847	-	(847)	-	-
Restoration Trust Grant	-	28,922	-	(28,922)	-	-	-	-	-
Outward Giving Donations	3	6,669	(6,671)	-	1	3,363	(3,364)	-	-
	33,647	43,606	(15,118)	(28,922)	33,213	10,198	(9,977)	(135)	33,299

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

23 Restricted funds

(Continued)

The restricted funds listed above are for the following purposes:

Flower Fund – Donations received, less expenditure on church flowers
 Bell Ringers Fund – Donations and income from weddings, less expenditure of tower upkeep
 Social Committee – Funds held for social events
 Coffee shop – Funds raised from the coffee shop held on Saturdays in the church hall, less expenditure on food and drinks
 Vicar's Discretion – To be used at the Vicar's discretion for people in need
 Open House – Funds raised from meeting subscriptions and donations, less costs of meeting speakers and drinks
 Choir Management Group – Income from singing at weddings, less payments to choir for weddings
 Donations to Floodlighting Sponsorship – Income from sponsorship – floodlights requested for anniversaries or birthdays, funds to be used for repairs
 Fabric Fund – To be used for funding major fund repairs to church building
 Tea and Toys Toddler Group – Funds collected at weekly meetings, less expenditure on group activities
 Youth Donations – To be used for youth projects but day to day costs of youth work go through the unrestricted funds
 Verger's Fees - To be used to fund verger
 St Luke's Flower Fund – Donations received and used for church flowers
 St Luke's Fabric fund – Set aside for repairs to St Luke's community room
 St Barnabas Fabric Fund – For repairs to St Barnabas, but as that building has now been sold, the PCC are now in the process of deciding how these funds should be used
 Sunnyside Rent Deposit – A rent deposit paid by Toy Box nursery so it is repayable when the lease ends. This has now been moved to other creditors.
 Restoration Trust Grant – Grant received in 2022 for repairs incurred in 2021
 Outwards Giving Donations – Restricted donations received and paid to other charities

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST SWITHUN, EAST GRINSTEAD**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

24 Unrestricted funds - designated

These are unrestricted funds which are material to the charity's activities made up as follows:

	Balance at 1 January 2022	Revaluations, gains and losses	Balance at 1 January 2023	Transfers	Revaluations, gains and losses	Balance at 31 December 2023
	£	£	£	£	£	£
Land and Building	600,000	-	600,000	(150,000)	-	450,000
Investments	587,661	(69,751)	517,910	125,000	35,459	678,369
	<u>1,187,661</u>	<u>(69,751)</u>	<u>1,117,910</u>	<u>(25,000)</u>	<u>35,459</u>	<u>1,128,369</u>

The designated fund represents funds which are in property and investments held by the charity..

FOR THE YEAR ENDED 31 DECEMBER 2023

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Accounts

THE PARISH OF
S **SWITHUN**

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead**

**Annual Report and
Financial Statements**

For the year ended 31 December 2022

Incumbent

Reverend Andrew Hawken
St. Swithun's Church Parish Office
St. Swithun's Close
East Grinstead
West Sussex
RH19 3BB

Bank

Barclays Bank
17 – 21 High Street
East Grinstead
West Sussex
RH19 3AH

Independent Examiners

Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Charity Registration Number 1131405

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead - Annual Report for 2022**

Annual Report and Financial Statements

of the

Parochial Church Council
for the year ended 31 December 2022

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The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Administrative information and Membership

St. Swithun's Church is situated just off the High Street in East Grinstead. It is part of the Diocese of Chichester within the Church of England. The correspondence address is The Parish Office, St. Swithun's Church, East Grinstead, West Sussex, RH19 3BB.

Structure, Governance and Management

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

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

Clergy:	The Reverend Andrew Hawken	Vicar and Chairman
	The Reverend Canon Julia Peaty	Associate Priest and Self Supporting Minister
	The Reverend Karen Higgs	Assistant Curate Self Supporting Minister

Readers: Mr John Durrant
Mr Adrian Goss
Mrs Deborah Matthews

Churchwardens:	Linda Bryant	Vice Chairman
	John Ellis (Resigned 30 November 2022)	Vice Chairman

Representatives on the East Grinstead Deanery Synod:	
Linda Bryant	
Jeremy Kaye	Hon Treasurer
John Ellis (Resigned 30 November 2022)	
Lynn Ellis	
Moeena Winsor (Retired 30 November 2022)	
Tony Cox (Appointed 24 April 2022)	

John Bryant	
Penny Fisher (Resigned 24 April 2022)	(St Luke's)
Stephen Linton	
John Lancaster	
Jean Parsons	(St Luke's)
John Durrant	
Vivienne Hobbs	
Elaine Ratcliffe	
Kate Mooney	(PCC Secretary)
Frank Allum (Resigned 2 December 2022)	
Bram Frankhuijzen	
Linda Colwell (Appointed 24 April 2022)	
Alexandra Durrant (Appointed 24 April 2022)	
Hilary Weston (Appointed 24 April 2022)	
Maggie Tarling (Appointed 24 April 2022 – Resigned 16 June 2022)	

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Andrew Hawken, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical
- To know Jesus better and make Him better known.
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay.
- Providing financial support for those in need and, to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, particularly, the specific guidance on 'charities for the advancement of religion'. The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

For 2022 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through sacrament and prayer, scripture and music
- Offering worship and prayer, learning about the Gospel, in small group situations
- Organising and running an ALPHA Course
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Provision of assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through our website, Facebook pages and A Church Near You.
- Maintaining the fabric of the church building as a historic and cultural centre in the town.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome individuals and families from all walks of life to take part in the life of the church. We contend that voluntary attendance in worshipping the Lord Jesus Christ, is a major demonstration of the public benefit of our activities.

This year we were able to welcome even more people into the church as public confidence in 'gatherings' has increased in the recovery period since the Covid Pandemic.

"Beautiful church came here today for the first time. I will try to visit more often. Today's prayer helped me with my mental health. Thank you."
A comment in the Visitors' Book.

The average regular weekly attendance, counted during October was **119** adults and **62** children, with the number increasing on Harvest Sunday and with Baptisms. Over the course of the year, we have seen an increase in service attendance, and it has been a great encouragement to welcome new families and individuals at St. Swithun's.

We look to encourage the deepening of faith for all ages, and alongside our services there is a programme for young people

from crèche through to teenagers. Our youth work TRAX is open to Year 7+ and meets on the Second Sunday evening of the month. We organised Lent Study Groups and we also ran the Alpha Course for ten weeks from September with an average attendance of 24 at the meetings, and a successful Away Day at The Chelwood Centre.

Easter is the high point in the church's year and we were able to offer a full Holy Week with all the services from Palm Sunday to Easter Day with a children's holiday club during the week. They performed the Easter Story on

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Good Friday morning in the church for family members. On Easter Day we held a Dawn Eucharist, lit the new fire of Easter and the Paschal Candle. We also renewed our Baptismal Vows in church.

Christmas is a very special time of celebration where many sections of the community come together and, this year we were able to provide a full programme of services open to the public. For the first time in three years, we were able to welcome all the schools back again for their Carol Services in the church. We also held a Christingle Service, a Parish Carol Service, two Crib Services, Midnight Mass and on Christmas Morning there was a Family Eucharist. All these services were very well attended with a high volume of visitors at each.

At Easter there were 221 communicants and 316 people at the services.

We continued our emphasis upon the family and the children's ministry. The Youth Group, TRAX, has a thriving group of 6 younger people (aged 10 – 16), who attend regularly and take part in a variety of activities.

Teaching, baptising, and nurturing new and existing believers

In 2022 there were 9 weddings; 14 church funerals with 21 other funerals conducted for parishioners; 2 burials of ashes; 30 children were baptised and 2 adults.

"St Swithun's was the perfect place for us to express our love before God and family/friends, and I am so pleased we were able to proceed despite the challenges at the time.

My family and friends in Australia thoroughly enjoyed the opportunity to attend the ceremony virtually. It was truly a special occasion."

Liz Anderson. March 2022

A good number of lay volunteers continue to take an active part in our services along with our musicians. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community.

Evangelism and outreach

Worship Together in September encouraged our families to come "Back to Church" Afterwards families enjoyed a picnic lunch in the Vicarage Garden where we had a bouncy castle which was very popular with our younger visitors.

We continue to maintain our link and have 4 members of St Swithun's active on the Governing Body of St Mary's Church of England School. During the year we have reconnected with Escots, The Meads, and Blackwell Primary Schools in the parish for assemblies in school, church visits and Christmas and Easter services.

During Lent 2022 we were able to hold Lent courses in person following the Diocesan Lent material and those who joined in found them beneficial and enjoyed the fellowship.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many other visitors both from this country and from abroad, as a space where life events are celebrated with joy and thanksgiving.

The focus this year has been to explore ways in which the church building can be used for events in addition to services.

In May we hosted the Greenstede Quilters Exhibition of prize-winning patchwork quilts over two days. The East Grinstead Choral Society now enjoys a permanent home at St Swithun's for regular rehearsals and concerts. We also held the St Swithun's Festival of the Arts at the end of June being an opportunity to celebrate the artwork of Sackville School and two other Art Groups in the town. There was also a full programme of lunchtime concerts, an evening piano recital and a Community Lecture on Arts and Crafts buildings in East Grinstead.

In November we held our first Craft Fayre inside the church. The nave and side aisles were filled with a wide variety of crafters and their wares. They all appreciated the space and hospitality shown by the church. Throughout the day there was a high volume of visitors to the fayre.

The West Sussex Fire and Rescue teams came to the church on 1st December for a very important exercise. The longest ladder in the force was deployed for a high-level rescue scenario – a casualty on the top of the church tower needing a stretcher for evacuation. Various teams were deployed in and around the tower and the Officer in charge was delighted with the learning opportunities the exercise provided them.

"Thank you for allowing us to use the church for our recent Quilt Exhibition. It was such a beautiful setting and showed our quilts to perfection. We have had many comments from the public about the exhibition and how they enjoyed visiting the church often for the first time."
Greenstede Quilters, June 2022

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

It is important to us that the church is available for private prayer not just for the church family but to the wider visiting community. To this end the church building is always open during daylight hours. There is a place to light a candle and say a prayer and the two side chapels are often used by visitors as a space for prayer and silence. When the war in Ukraine started in February, we mounted the prayer from the Archbishops of Canterbury and York, together with a permanent light, on the candle stand. This continues to attract attention from Ukrainian refugees and locals alike with candles lit and written prayers being left behind. Individuals comment on how refreshing it is to find a warm open church. They also remark on the peacefulness and spiritual atmosphere in the building. Others come to see the historical architecture and its notable stained glass within, and to see some of the interesting monuments around the church.

Spatial reordering of the church building and future projects

The new glass doors at both entrances have been much admired and facilitate a warm welcome into the building. If a service is in progress casual visitors can now see through the doors and either enter cautiously or wait in the south porch until the service is concluded. Another benefit is in the extra light coming through the doors especially when the sun is out. The Mayor of East Grinstead commented very favourably on the doors when he and the Civic Party came for the annual Civic Service.

Provision of pastoral care for people living in the parish

The Pastoral Care Team, led by Lynn Ellis, was responsible for hospital visits and home communions. However, Lynn has stepped down from this role due to a bout of ill health during the latter part of the year. The number of volunteers has also diminished naturally during the pandemic but visits to the 4 care homes continue for monthly communion services for those too frail to attend church. An average of 10-12 people attend these services each month.

1 church member voluntarily dedicates his time to the work of the Churches Together Street Pastors organisation in the town. Regularly they sacrifice their time and energies in caring, listening and helping people who remain out in the streets late at night.

Provision of tangible support to the poor and needy

At Harvest this year members were encouraged to give to the Disasters Emergency Committee for the relief of people in Pakistan after the devastating floods there.

Other charitable giving

The parish website continues to be updated helping to maintain links between the church family and members of the wider community. St Swithun's has also continued in its support of the Quarry Café and Community Fridge project financially at St Luke's Community Room in Stone Quarry. This will be its final year in situ as a lease has been secured on the Old Post Office building in Holland Way where the QC and CF will relocate in 2023.

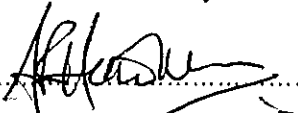
The church family has supported many other mission and charitable societies, amounting to donations of £8,346 for charities in the UK, and £11,325 donated to overseas charities and projects.

The full list of our chosen charities appears later in this document.

Deanery Synod

Five members of the laity represent the parish on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

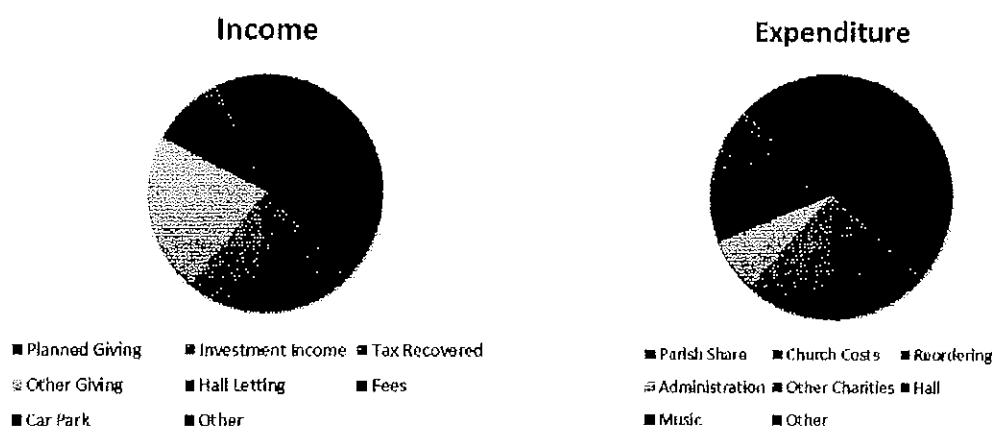
This Trustees' Annual Report was approved by the PCC and signed on their behalf by The Revd. Andrew Hawken, PCC Chairman


Date 29th March 2023

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Financial Review

1. The total receipts on general unrestricted funds received were £207,494 (2021: £232,733) and are detailed in the financial statements.
2. The planned giving through bankers' orders and envelopes declined by 5% compared to the previous year.
3. The PCC received two legacies during the year of £2,000 each and a gift of £2,500 in memory of departed parishioners.
4. Parish expenditure excluding items within the restricted or endowment funds totalled £226,177 (2021: £242,150).
5. The net result for the year was an excess of expenditure over income of £59,946 after revaluation of investments (2021: Excess of income over expenditure £197,811). After adding back bank and deposit balances at the beginning of the year, the unrestricted fund balance carried forward is £49,048 (2021: £38,809).
6. Energy statistics – The PCC spent £6,053 (2021: £6,336) on gas and £7,971 (2021: £4,380) on electricity during the year, consuming 176,984kWh (2021: 201,402kWh) of gas and 28,810kWh (2021: 24,369kWh) of electricity.
7. The following charts show the percentage contribution of income and expenditure:



PARISH PLANNED GIVING IN 2022

All planned and one-off giving excluding plate collections and some very small sums raised through the on-line scheme displayed in the church amounted to £94,812 and receipt of an additional £24,124 in Gift Aid brought the total up to £118,936. This was almost 5% below on the equivalent figure for 2021.

Electoral Roll Giving

Giving by Electoral Roll members through Bank Standing Order, Direct Debit, Cheques, Yellow Gift Aid Envelopes or through the Charities Aid Foundation in 2022 totalled £94,812, a fall of 5.7% over the 2021 total.

The church is very grateful for all donations received, particularly during the last year when the cost of living has risen so rapidly and many families are struggling to make ends meet. However, we are now at a point where a £50 donation in 2013 will only buy £38.96 worth of goods and services today at the same time as donations by Electoral Roll givers have fallen by 17% in cash terms over the last 10 years.

The number of people on the Electoral Roll who donated during the year fell by 3 to 159. Although we gained a few new givers, the losses included several donors who had given generously in recent years. Average giving per donor fell slightly to £11.48 per week which is still considerably below the diocesan average of £17.62 per week.

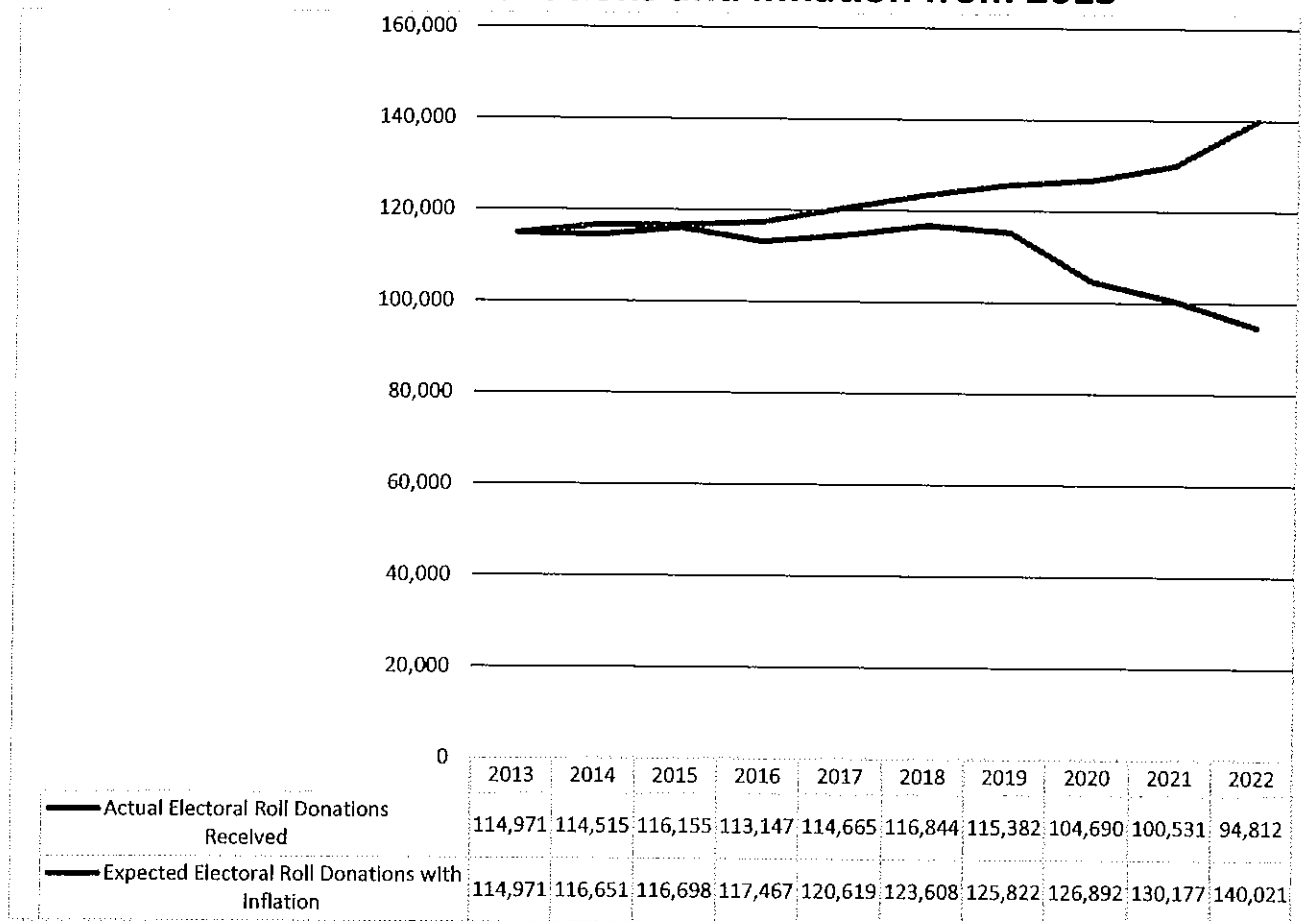
The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Parish Giving Scheme (PGS) donations amounted to 55% of our income from Planned Givers in 2022. 75 people were in the scheme during the year; we welcomed 2 new donors but lost 8 for various reasons. A number of donors have opted for an automatic annual inflationary increase to their donations but this was not enough to offset the losses and we received some £1,200 (2%) less than we did in 2021.

Bank Standing Orders accounted for 36% of our Electoral Roll giving. There was 1 new donor in the year but 3 people stopped giving and 2 reduced their donations. None of the 61 donors increased their payments during the year which resulted in donations falling by about £1,800 (5%) compared with 2021.

Cheque and Yellow Gift Aid Envelope donations, raised £7,233 which was 7% below the 2021 figure. This was a bit disappointing given the increased number of services we had as we came out of lockdown. No Electoral Roll members gave online through the Churchdesk/Stripe scheme. 91% of our Electoral Roll giving was gift aided which added a further £24,124 to our income.

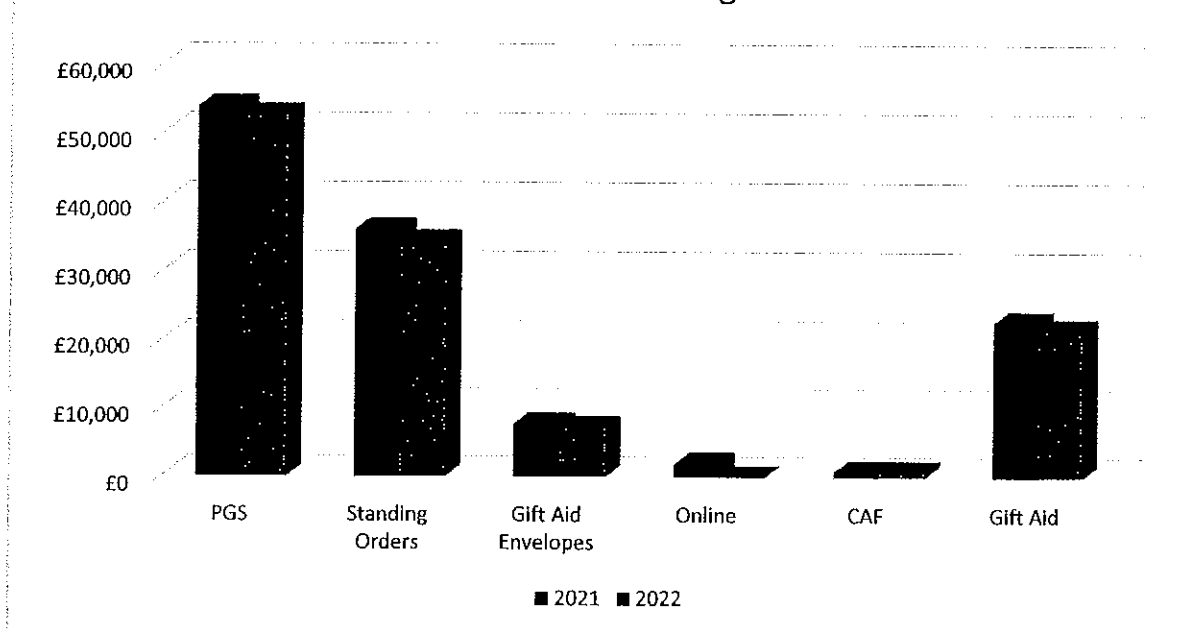
Electoral Roll Donations and Inflation from 2013



JOHN MONKS
Confidential Giving Secretary
3 March 2023

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Electoral Roll Giving 2021 & 2022



Reserves Policy

It is PCC policy to maintain a balance on unrestricted cash resources which equates to at least six months unrestricted payments to cover emergency situations that may arise from time to time. Current unrestricted cash resources have been maintained at six months budgeted expenditure. This includes certain cash resources held in deposit accounts and the readily available investment funds, which are included within the accounts in the designated fund balance. The Parochial Church Council has a list of projects for outreach and improvements to the parish church which will include necessary work on the organ, lighting and stained glass. Planning will commence in relation to further reordering improvements. These would make significant inroads on the existing reserves. It is the PCC policy to invest fund balances in excess of immediate requirements in the C.B.F. Church of England deposit fund. From the end of 2015 the Parochial Church Council has amended its investment policy to place funds in the C.B.F Church of England investment, fixed interest and property funds as well as its deposit fund.

Investment Policy

Assets not immediately required for the Charity's own use will be invested to achieve a balance of income and capital growth, subject to accepting only a moderate level of risk. The Parochial Church Council has adopted a responsible investment policy. All investments are held in accordance with Church of England ethical investment guidelines.

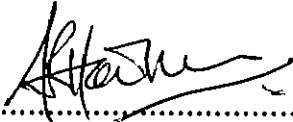
Risk Management

The principal risks faced by the Charity have been assessed by the trustees and a risk register has been produced to manage the risks and is regularly updated and monitored. A fresh review was undertaken in accordance with the Criminal Finances Act 2017.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

The Trustees have considered the Charities SORP (Statement of Recommended Practice) Committees advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants and donations from supportive and solvent funders.

**Approved by the Parochial Church Council on Wednesday 29th March 2023
and signed on their behalf by;**



.....
The Reverend Andrew Hawken (PCC Chairman)

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead - Annual Report for 2022**

INDEPENDENT EXAMINER'S REPORT

**TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST
SWITHUN'S, EAST GRINSTEAD**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 12 to 24.

Responsibilities and basis of report

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

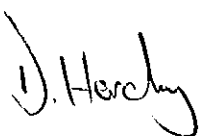
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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



D Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Chartered Accountants
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 24/04/2023

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead - Annual Report for 2022**

**Statement of Financial Activities
for the year ended 31 December 2022**

Current financial year		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Year Ended 31 Dec 2022 Total Funds £	Year Ended 31 Dec 2021 Total Funds £
	Notes						
INCOMING RESOURCES							
Donations and Legacies	2a	136,703	-	36,052	-	172,755	146,669
Other fundraising Activities	2b	6,698	-	-	-	6,698	5,536
Investments	2c	34,646	-	-	15	34,661	32,631
Church Activities	2d	29,447	-	7,554	-	37,001	54,710
Total Incoming Resources		207,494	-	43,606	15	251,115	239,546
RESOURCES EXPENDED							
<u>Costs of Raising Funds</u>							
Voluntary Income	3a	410	-	-	-	410	-
Fundraising Costs	3b	-	-	-	-	-	-
Costs of renting property	3c	2,934	-	-	-	2,934	2,500
<u>Expenditure on Charitable Activities</u>							
Church Activities	3d	222,833	-	15,118	15	237,966	254,444
Total Resources Expended		226,177	-	15,118	15	241,310	256,944
Net Incoming Resources before gains / (losses) on Investments and transfers		(18,683)	-	28,488	-	9,805	(17,398)
Revaluation on investments		-	(69,751)	-	-	(69,751)	65,209
Revaluation on fixed assets		-	-	-	-	-	150,000
Transfers between funds		28,922	-	(28,922)	-	-	-
Net Movement in Funds		10,239	(69,751)	(434)	-	(59,946)	197,811
Reconciliation of Funds							
Total Funds Brought Forward at 1 January 2022		38,809	1,187,661	33,647	2,690	1,262,807	1,064,996
Total Funds Carried Forward at 31 December 2022		49,048	1,117,910	33,213	2,690	1,202,861	1,262,807

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead - Annual Report for 2022**

**Comparative Statement of Financial Activities
for the year ended 31 December 2021**

Prior financial year		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Year Ended 31 Dec 2021 Total Funds £	Year Ended 31 Dec 2020 Total Funds £
	Notes						
INCOMING RESOURCES							
Donations and Legacies	2a	143,750	-	2,919	-	146,669	146,017
Other fundraising Activities	2b	5,536	-	-	-	5,536	3,829
Investments	2c	32,616	-	-	15	32,631	34,091
Church Activities	2d	50,831	-	3,879	-	54,710	19,528
Total Incoming Resources		232,733	-	6,798	15	239,546	203,465
RESOURCES EXPENDED							
<u>Costs of Raising Funds</u>							
Voluntary Income	3a	-	-	-	-	-	-
Fundraising Costs	3b	-	-	-	-	-	-
Costs of renting property	3c	2,500	-	-	-	2,500	2,549
<u>Expenditure on Charitable Activities</u>							
Church Activities	3d	239,650	-	14,779	15	254,444	308,087
Total Resources Expended		242,150	-	14,779	15	256,944	310,636
Net Incoming Resources before gains / (losses) on investments and transfers		(9,417)	-	(7,981)	-	(17,398)	(107,171)
Revaluation on investments		-	65,209	-	-	65,209	26,976
Revaluation on fixed assets		-	150,000	-	-	150,000	-
Transfers between funds		(21,000)	20,000	1,000	-	-	-
Net Movement in Funds		(30,417)	235,209	(6,981)	-	197,811	(80,195)
Reconciliation of Funds							
Total Funds Brought Forward at 1 January 2021		69,226	952,452	40,628	2,690	1,064,996	1,145,191
Total Funds Carried Forward at 31 December 2021		38,809	1,187,661	33,647	2,690	1,262,807	1,064,996

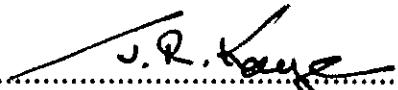
**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun, East Grinstead - Annual Report for 2022**

**Balance Sheet as at
31 December 2022**

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Funds £	2022 £	2021 £
FIXED ASSETS	7	-	600,000	-	-	600,000	600,000
INVESTMENTS							
Investment Fund	8	-	517,910	-	-	517,910	587,661
TOTAL FIXED ASSETS		-	1,117,910	-	-	1,117,910	1,187,661
CURRENT ASSETS							
Debtors	9	22,415	-	475	-	22,890	11,270
Bank Current Accounts		16,079	-	26,924	2,690	45,693	44,772
Bank Reserve Accounts		78	-	-	-	78	78
Central Board of Finance		17,811	-	-	-	17,811	17,580
Restricted Bank & Building Society Accounts		-	-	9,022	-	9,022	8,897
Cash in Hand		100	-	303	-	403	447
Total Current Assets		56,483	-	36,724	2,690	95,897	83,044
LIABILITIES							
Amounts Falling Due Within One Year	10	(7,435)	-	(3,511)	-	(10,946)	(7,898)
Net Current Assets		49,048	-	33,213	2,690	84,951	75,146
NET ASSETS		49,048	1,117,910	33,213	2,690	1,202,861	1,262,807
FUNDS							
Unrestricted	11	49,048	-	-	-	49,048	38,809
Designated	11	-	1,117,910	-	-	1,117,910	1,187,661
Restricted	11	-	-	33,213	-	33,213	33,647
Endowment	11	-	-	-	2,690	2,690	2,690
		49,048	1,117,910	33,213	2,690	1,202,861	1,262,807

Approved by the PCC on 29 March 2023 signed on their behalf by;


.....
The Reverend Andrew Hawken (PCC Chairman)


.....
Jeremy Kaye (PCC Treasurer)

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

1. ACCOUNTING POLICIES

(a) Accounting Convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments and freehold land and buildings which are included at market value.

(b) Funds Accounting

Funds held by the PCC are:

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

Restricted funds – monies subject to specific conditions imposed by the donor or fundraising events held for particular purposes. Any balance remaining unspent at the year-end is carried forward as a balance on that fund.

Endowment funds – funds the capital of which 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.

Designated funds – general funds set aside for use by the PCC for a specific purpose.

(c) Incoming Resources

All incoming resources are accounted for gross, with the exception of church fees, which are shown net of the fees paid to the diocese, for whom the PCC acts as an agent.

Voluntary Income; Collections are recognised when received. Planned giving receivable is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income to which they relate is received. Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investment is sold. Unrealised gains and losses are accounted for on revaluation.

(d) Expenditure recognition

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

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 share is accounted for when paid.

(e) Support and Governance Costs

Support costs have been split between governance costs and support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit, legal fees and bank charges. Support costs relate to all costs associated with running the church and the church hall including costs such as light and heat, insurance, salary costs etc.

All support and governance costs are in relation to charitable activities which only include one heading of church activities.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

1. ACCOUNTING POLICIES (cont)

(f) Fixed Assets

Tangible Fixed Assets; Consecrated and beneficed property of any kind is excluded from the Financial Statements by Section 96(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventories, which can be inspected. Such assets have not been valued in the Financial Statements. All expenditure on consecrated or beneficed buildings, and individual items costing under £700, considered as capital expenditure, are written off in the year they were incurred.

Where fixed assets have been donated, they are included in the balance sheet at their current value at the date of the gift and also included in the Statement of Financial Activities as an incoming resource.

Freehold land and buildings are included at a valuation, details of which are included in note 7.

Depreciation; Depreciation is calculated to write down the cost less estimated residual value of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rate applicable to the office equipment is 25% straight line. No depreciation is provided on freehold property and its valuation is detailed in note 7. The residual value is estimated to be in excess of the cost of the property, which makes any depreciation charge immaterial. Such property will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

(g) Investments

Investments are initially recognised at their transaction value and subsequently measured at the market value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The PCC does not acquire or use put options, derivatives or other complex financial instruments. All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised gains and losses are combined in the Statement of Financial Activities.

(h) Current Assets

Amounts owing to the PCC at 31 December in respect of hall hire charges and other income are shown as debtors, less any provision for amounts considered uncollectable.

2. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £
(a) Voluntary Income Including planned giving and income tax recoverable	136,703	-	36,052	-	172,755
(b) Activities for Generating Funds Including car park charges and fund raising events	6,698	-	-	-	6,698
(c) Investment Income	34,646	-	-	15	34,661
(d) Income from Church Activities Including hall lettings and church fees	29,447	-	7,554	-	37,001
Total Incoming Resources	207,494	-	43,606	15	251,115

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

2. INCOMING RESOURCES (cont)

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
2021 COMPARATIVES					
(a) Voluntary Income Including planned giving and income tax recoverable	143,750	-	2,919	-	146,669
(b) Activities for Generating Funds Including car park charges and fund raising events	5,536	-	-	-	5,536
(c) Investment Income	32,616	-	-	15	32,631
(d) Income from Church Activities Including hall lettings and church fees	50,831	-	3,879	-	54,710
Total Incoming Resources	232,733	-	6,798	15	239,546

Income tax recoverable amounting to £24,124 (2021: £23,411) includes a provision of £4,830 (2021: £7,826, for the period 6 April 2021 to 31 Dec 2021), which represents tax recoverable on gift aided donations for the period from 1 August 2022 to 31 December 2022 other than under the PGS scheme which credits tax recoverable at the time the donation is made.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

3. RESOURCES EXPENDED

	Church Activities £	Support and Governance costs £	Total 2022 £
(a) Cost of generating Voluntary Income	410	-	410
(b) Fund Raising Trading Costs	-	-	-
(c) Cost of renting property	2,934	-	2,934
 (d) Church Activities Including parish contribution, hall, running expenses, admin cost, church maintenance and outward giving	 192,511	 45,455	 237,966
 Total Resources Expended	 195,855	 45,455	 241,310

2021 COMPARATIVES

	Church Activities £	Support and Governance costs £	Total 2021 £
(a) Cost of generating Voluntary Income	-	-	-
(b) Fund Raising Trading Costs	-	-	-
(c) Cost of renting property	2,500	-	2,500
 (d) Church Activities			
General church activities (as below)	131,007	50,837	181,844
Reordering costs	72,600	-	72,600
 Total Resources Expended	 206,107	 50,837	 256,944

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

3. Resources Expended (cont)

In 2022 the expenditure on charitable activities was £237,966 (2021: £254,444) of which £222,833 (2021: £239,650) was unrestricted and designated, £15,118 (2021: £14,779) was restricted and £15 (2021: £15) was endowment costs.

Payments were made to the Independent Examiner of £3,000 (2021: £3,000) for independent examination fees and £nil (2021: £nil) for other services.

4. ALLOCATION OF SUPPORT AND GOVERNANCE COSTS

A breakdown of the support and governance costs which are included within Church Activities.

	Total 2022 £	Total 2021 £
Support Costs		
Staff Costs - Administration	10,940	10,615
Church Running costs and maintenance	12,572	16,614
Hall Running costs	15,023	17,255
Office expenses	3,871	3,304
	<u>42,406</u>	<u>47,788</u>
Governance Costs		
Bank charges	49	49
Independent Examiner costs	3,000	3,000
	<u>3,049</u>	<u>3,049</u>
Total	<u>45,455</u>	<u>50,837</u>

5. STAFF COSTS

Number of employees

The average monthly number of employees during the year was:

	2022 Numbers	2021 Numbers
Administrator	1	1
Organist	1	1
Cleaner	1	2
	<u>3</u>	<u>4</u>

	2022 £	2021 £
Wages and Salaries	21,118	22,064
Pension costs	137	127
	<u>21,255</u>	<u>22,191</u>

There were no employees whose annual remuneration was £60,000 or more.

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them nor other related parties.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

6. PARISH SHARE

The contribution of £90,000 paid to the Chichester Diocesan Fund and Board of Finance represents the cost of stipend, pension, national insurance contributions and housing for one clergyman of £48,288; Training and clergy support £10,691, ministry support costs £2,807, parish support services £11,964, and national church responsibilities £3,217, totalling £76,967 and an additional payment of £13,033. Wedding and funeral fees are also paid to the diocese totalling £8,346.

7. FIXED ASSETS

	Freehold Land & Buildings £	Office Equipment £	TOTAL £
Tangible fixed assets			
Gross Book Value			
At 1 January 2022 and 31 December 2022	600,000	-	600,000

Comparable Historical cost for the buildings included at valuation:

	Total 2022 £	Total 2021 £
Cost	310,000	310,000
Accumulated Depreciation	-	-
	310,000	310,000

The freehold buildings comprise:

21 Bourg de Peage Avenue, purchased for occupation by the curate and his family in April 2008 for £310,000 was funded in part by a Diocesan loan repaid in October 2014. It was included at valuation by Park & Bailey at 26 January 2009 of £290,000. The trustees have looked at market conditions and similar property sales and have revalued this property to £340,000 in December 2014.

Sunnyside Hall, this building became vested in the Parochial Church Council on 25 March 2007, when the previous lease terminated. It is included at valuation by Park & Bailey at 26 January 2009 of £100,000. The trustees have considered the 2009 valuation and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

St Barnabas Church is a non-consecrated building which has recently been confirmed as being in the ownership of the Parochial Church Council. The property was originally built in 1975 with temporary planning permission which subsequently became permanent. The property was valued by RH & RW Clutton on 02/02/2022 at a value of £150,000.

The Church Hall is an extension to the church, is built on consecrated land, cannot be sold separately to the main Church and being inalienable it is not considered appropriate to place any value on it.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

7. FIXED ASSETS (cont)

The Freehold land comprises two plots on the southside of East Grinstead known as lots 1479 and 1876 in the Deeds. Lot 1479 is on Coombe Hill Road and lot 1876 is at the corner of Coombe Hill Road and West Hoathly Road.

The Parochial Church Council considers that these plots have a value of £10,000 on the basis of their current use and they have been so valued by Park & Bailey. The trustees have considered the 2009 valuations and after comparing to market conditions, the trustees consider the 2009 valuation is still valid. During the year, expenditure has been incurred in support of a planning application to develop the land.

In accordance with the Statement of Recommended Practice, the trustees undertook a revaluation of the fixed assets at December 2014.

8. INVESTMENTS

Investment Shares:	Designated Funds	Endowment Funds	Total 2022	Total 2021
	£	£	£	£
Market Value as at 1 January 2022	587,661	-	587,661	502,452
Purchases	-	-	-	20,000
(Loss)/Gain on Revaluation	(69,751)	-	(69,751)	65,209
Market Value as at 31 December 2022	<u>517,910</u>	<u>-</u>	<u>(517,910)</u>	<u>587,661</u>
Accumulated Income:				
As at 1 January 2022	-	-	-	-
Income for the year	-	15	-	15
Withdrawn	-	(15)	-	(15)
As at 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>517,910</u>	<u>-</u>	<u>517,910</u>	<u>587,661</u>

Historical Cost (designated Investment)

At 31 December 2022	415,000
At 31 December 2021	<u>415,000</u>

Following the sale of St. Luke's Clergy House and the church, the Parish invested the sales proceeds. Income received on investments is initially reflected as investment income within designated funds. This is then transferred to unrestricted funds as it is considered to represent unrestricted income and is available for use as the trustees see fit.

Date	Shares acquired	No of shares	Cost (£)
November 2014	CBF Fixed Interest Securities Fund (income)	164,915.71	270,000
November 2014	CBF Investment Fund (income)	3,752.96	50,000
August 2015	CBF Fixed Interest Securities Fund (income)	60,679.61	100,000
August 2015	CBF Investment Fund (income)	1,805.47	25,000
March 2017	CBF Investment Fund (income)	3,208.73	50,000
June 2017	CBF Investment Fund (income)	7,057.03	115,000
April 2018	CBF Investment Fund (income)	3,947.58	62,500
April 2018	CBF Property Fund (income)	44,751.54	62,500
May 2021	CBF Property Fund (income)	14,623.09	20,000
	Shares sold		Proceeds (£)
November 2016	CBF Fixed Interest Securities Fund (income)	5,901.10	10,000
June 2017	CBF Fixed Interest Securities Fund (income)	66,751.80	115,000
April 2018	CBF Fixed Interest Securities Fund (income)	76,627.28	125,000
August 2020	CBF Fixed Interest Securities Fund (income)	53,345.98	90,000

The investment shares used to include 592 shares in the CBF Investment Fund (income) shares, which has now been transferred. Investments are held primarily to provide an investment return for the church.

All investment assets are held in the UK.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

9. DEBTORS

	Total 2022 £	Total 2021 £
Prepayments and Accrued Income	18,060	3,444
Gift aid Tax Reclaim	4,830	7,826
	<u>22,890</u>	<u>11,270</u>

Included within debtors for 2022 are unrestricted debtor balances of £22,415 (2021: £11,270) and £475 (2021: £NIL) relating to restricted funds.

10. CREDITORS

Amounts Falling Due Within One Year

	Total 2022 £	Total 2021 £
Accruals for Utilities	2,436	2,728
Other Creditors	8,510	5,170
	<u>10,946</u>	<u>7,898</u>

Creditor balances were as follows: Unrestricted £7,435 (2021: £7,898), restricted £3,511 (2021: £NIL).

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

11. STATEMENT OF FUNDS

The designated fund includes £290,000 (2021: £290,000) of revaluation gains and losses relating to fixed assets and £103,097 (2021: £172,848) relating to fixed asset investments.

STATEMENT OF FUNDS 2022

	Bal B/fwd 1 Jan 22 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 22 £
Designated Funds					
Land and building	600,000	-	-	-	600,000
Investments	587,661	-	-	(69,751)	517,910
	1,187,661	-	-	(69,751)	1,117,910
Unrestricted Funds	38,809	207,494	(226,177)	28,922	49,048
Restricted Funds					
Outward Giving Donations	3	6,669	(6,671)	-	1
St Swithun's Chancel Trust	145	371	(516)	-	-
St Swithun's:					
Flower Fund	1,316	2,432	(3,370)	-	378
Bell Ringers Fund	2,136	1,660	(1,327)	-	2,469
Social Committee	716	-	(287)	-	429
Coffee Shop	2,379	1,641	(1,159)	-	2,861
Vicar's Discretion	55	-	-	-	55
Open House	278	551	(312)	-	517
Choir Management Group	1,123	350	(240)	-	1,233
Donations to Floodlighting Sponsorship	15	90	(100)	-	5
Fabric Fund	14,460	-	-	-	14,460
Tea and Toys Toddler Group	1,013	920	(631)	-	1,302
Youth Donations	352	-	-	-	352
Verger's Fees	160	-	-	-	160
St Luke's:					
Flower Fund	135	-	-	-	135
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	(505)	-	4,286
Sunnyside Rent Deposit	847	-	-	-	847
Restoration Trust Grant	-	28,922	-	(28,922)	-
	33,647	43,606	(15,118)	(28,922)	33,213
Endowment Funds					
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	2,690	15	(15)	-	2,690
	1,262,807	251,115	(241,310)	(69,751)	1,202,861

The endowment funds comprise the following:

- (i) From 2019 only the income from St. Swithun's Chancel Trust held by the Diocese of Chichester is available to the parish and income accumulated is £371 (2021: £359) which may be applied towards the church insurance premium and £516 was applied during the year. The Chancel Trust Fund will now be treated as a restricted fund.
- (ii) Betchley Trust Fund held on behalf of St. Luke's Church in the CBF Deposit Fund with a value of £2,510, the interest on which contributes to the curate's stipend.
- (iii) St. Swithun's Crawford Trust Fund held in the CBF Deposit Fund with a value of £180 (2021: £180) the interest on which is available to maintain a Sanctuary lamp.
- (iv) The designated fund represents funds which are tied up in the property and the investments held by the client, these funds are not easily accessible and are amended in line with the value of the property and investments held in the accounts.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Notes to the Financial Statements for the year ended 31 December 2022

11. STATEMENT OF FUNDS CONTINUED

STATEMENT OF FUNDS 2021

	Bal B/fwd 1 Jan 21 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 21 £
Designated Funds					
Land and building	450,000	-	-	150,000	600,000
Investments	502,452	-	-	85,209	587,661
	952,452	-	-	235,209	1,187,661
Unrestricted Funds	69,226	232,733	(242,150)	(21,000)	38,809
Restricted Funds					
Outward Giving Donations	-	2,371	(2,368)	-	3
St Swithun's Chancel Trust	187	358	(400)	-	145
St Swithun's:					
Flower Fund	533	1,491	(1,708)	1,000	1,316
Bell Ringers Fund	2,063	1,032	(959)	-	2,136
Social Committee	840	-	(124)	-	716
Coffee Shop	2,347	465	(433)	-	2,379
Vicar's Discretion	55	-	-	-	55
Open House	304	231	(257)	-	278
Choir Management Group	838	660	(375)	-	1,123
Donations to Floodlighting Sponsorship	165	-	(150)	-	15
Fabric Fund	14,460	-	-	-	14,460
Tea and Toys Toddler Group	1,013	-	-	-	1,013
Youth Donations	368	90	(106)	-	352
Verger's Fees	195	-	(35)	-	160
Piano Fund	6,930	100	(7,030)	-	-
St Luke's:					
Flower Fund	135	-	-	-	135
Women's Club	248	-	(248)	-	-
Teddies	586	-	(586)	-	-
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	-	-	4,791
Sunnyside Rent Deposit	847	-	-	-	847
	40,628	6,798	(14,779)	1,000	33,647
Endowment Funds					
St Swithun's Chancel Trust (see note)	-	-	-	-	-
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	2,690	15	(15)	-	2,690
	1,064,996	239,546	(256,944)	215,209	1,262,807

12. IMPACT OF COVID-19

As a direct consequence of the Coronavirus (COVID 19) pandemic, and in accordance with UK government guidelines St Swithun's PCC ceased all activity on 21 March 2020 for an indeterminate period. In the latter part of 2021, some activities were resumed in accordance with government guidelines. At the date of approval of the accounts it has not been possible to quantify or ascertain with certainty the continuing financial impact of COVID-19. No adjustments have been made to any figures in the accounts as a result of the pandemic.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Detailed notes to the Statement of Financial Activities

INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
(a) Voluntary Income						
Planned Giving	94,812	-	-	-	94,812	100,531
Collection at all Services	5,077	-	6,063	-	11,140	6,650
Sundry Donations and Appeals	8,690	-	696	-	9,386	5,618
Chancel Trust Grant	-	-	371	-	371	359
Restoration Trust Grant	-	-	28,922	-	28,922	-
Income Tax Recoverable	24,124	-	-	-	24,124	23,411
Legacies	4,000	-	-	-	4,000	10,100
	136,703	-	36,052	-	172,755	146,669
(b) Activities for Generating Funds						
Car Park Charges	6,698	-	-	-	6,698	5,536
	6,698	-	-	-	6,698	5,536
(c) Investment Income						
Dividends & Interest	17,606	-	-	15	17,621	16,131
Rental income	17,040	-	-	-	17,040	16,500
	34,646	-	-	15	34,661	32,631
(d) Income from Church Activities						
Church Hall Lettings	22,734	-	-	-	22,734	16,391
Church Fees	3,247	-	-	-	3,247	8,266
Rates refund	56	-	-	-	56	-
Feed in Tariff	1,158	-	-	-	1,158	920
Furlough scheme	-	-	-	-	-	1,526
Arts & Music Festival	1,469	-	-	-	1,469	-
VAT refunds	-	-	-	-	-	23,483
Miscellaneous Income	783	-	-	-	783	245
Bell Ringers Fund	-	-	1,660	-	1,660	1,032
Flower Funds	-	-	2,432	-	2,432	1,491
Social Committee	-	-	-	-	-	-
Coffee Shop	-	-	1,641	-	1,641	465
Open House	-	-	551	-	551	231
Tea & Toddler Group	-	-	920	-	920	-
St. Swithun's Choir	-	-	350	-	350	660
Management Group	-	-	-	-	-	-
	29,447	-	7,554	-	37,001	54,710
Incoming Resources	207,494	-	43,606	15	251,115	239,546

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Detailed notes to the Statement of Financial Activities

RESOURCES EXPENDED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2022 £	Total 2021 £
(a) Cost of generating Voluntary Income						
Pay Station	410	-	-	-	410	-
(b) Fund Raising Trading Costs	-	-	-	-	-	-
(c) Cost of letting property	2,934	-	-	-	2,934	2,500
(d) Church Activities						
Missionary & Charitable Giving:						
Church Overseas	6,500	-	1,846	-	8,346	7,863
Home Missions and other Church Societies	6,500	-	4,825	-	11,325	7,518
	13,000	-	6,671	-	19,671	15,381
Ministry Costs:						
Parish Share	89,985	-	-	15	90,000	84,000
Church Insurance	5,532	-	516	-	6,048	5,933
Other Clergy Costs	7,996	-	-	-	7,996	7,526
Capital Expenditure:						
Reordering Costs	3,976	-	-	-	3,976	6,940
Organ	12,573	-	-	-	12,573	-
Tower repairs	1,833	-	-	-	1,833	37,129
Sunnyside project	22,941	-	-	-	22,941	15,817
Piano	-	-	-	-	-	12,714
Church Running exps	5,330	-	100	-	5,430	6,880
Church Maintenance	7,142	-	-	-	7,142	9,734
Upkeep of Services	1,707	-	-	-	1,707	476
Junior Church & Youth	712	-	-	-	712	793
Music	14,241	-	-	-	14,241	11,447
Outreach & Evangelism	733	-	-	-	733	596
Halls Running Costs	15,023	-	-	-	15,023	17,255
Arts & Music Festival	1,393	-	-	-	1,393	-
Parish Office Expenses	3,871	-	-	-	3,871	3,304
Administrator	10,940	-	-	-	10,940	10,615
Miscellaneous	856	-	-	-	856	165
Bank Charges	49	-	-	-	49	49
Bell Ringers Fund	-	-	1,327	-	1,327	959
Flower Funds	-	-	3,370	-	3,370	1,707
Social Committee	-	-	287	-	287	124
Coffee Shop	-	-	1,159	-	1,159	434
Open House	-	-	312	-	312	257
Women's Club	-	-	-	-	-	248
Tea & Toys Toddler Group	-	-	631	-	631	-
Teddies	-	-	-	-	-	586
St. Barnabas' Fabric Fund	-	-	505	-	505	-
St. Swithun's Choir	-	-	240	-	240	375
Management Group	-	-	-	-	-	-
Accountancy Fees	3,000	-	-	-	3,000	3,000
	222,833	-	15,118	15	237,966	254,444
Total Resources Expended	226,177	-	15,118	15	241,310	256,944

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead - Annual Report for 2022

Detailed notes to the Statement of Financial Activities

OUTWARD GIVING DONATIONS - MISSIONARY & CHARITABLE GIVING

Overseas	Total £	Home	Total £
Mercy Ships	1,071	Diocesan Family Support Work	2,216
USPG	1,000	East Grinstead Food Bank	2,020
Mission Aviation Fellowship	1,000	Chestnut Tree House Children's Hospice	1,871
Embrace the Middle East	900	St Catherine's Hospice	1,378
DEC Pakistan	809	Crawley Open House	1,000
Practical Action	800	Church Army	700
DEC Ukraine	566	Broadfield Parish Nurse	500
CMS	500	Children's Society	499
Mission to Seafarers	500	Bishop of Chichester Discretionary Fund	441
Tear Fund	400	Samaritans Tunbridge Wells	400
'Ripple Effect'	400	Sussex Pathways	300
Bible Society	400		
	<u>8,346</u>		<u>11,325</u>

NB The Parochial Church Council has incurred utility and other costs of £4,430 in running the St Luke's Community Room where the Quarry Café and Community Fridge meet.

Accounts



**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun's, East Grinstead**

**Annual Report and
Financial Statements**

For the year ended 31 December 2021

Incumbent

Reverend Andrew Hawken
St. Swithun's Church Parish Office
St. Swithun's Close
East Grinstead
West Sussex
RH19 3BB

Bank

Barclays Bank
17 – 21 High Street
East Grinstead
West Sussex
RH19 3AH

Independent Examiners

Darren Harding
Richard Place Dobson Services Limited
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Charity Registration Number 1131405

**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun's, East Grinstead - Annual Report for 2021**

Annual Report and Financial Statements

of the

Parochial Church Council
for the year ended 31 December 2021

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The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Administrative information and Membership

St. Swithun's Church is situated just off the High Street in East Grinstead. It is part of the Diocese of Chichester within the Church of England. The correspondence address is The Parish Office, St. Swithun's Church, East Grinstead, West Sussex, RH19 3BB.

Structure, Governance and Management

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

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

Clergy:	The Reverend Andrew Hawken	Vicar and Chairman
	The Reverend Canon Julia Peaty	Associate Priest and Self Supporting Minister
	The Reverend Karen Higgs	Assistant Curate Self Supporting Minister

Readers:	Mr John Durrant
	Mr Adrian Goss
	Mrs Deborah Matthews

Churchwardens:	Linda Bryant *	Vice Chairman
	John Ellis *	Vice Chairman

Representatives on the East Grinstead Deanery Synod:	
Linda Bryant *	
Jeremy Kaye	Hon Treasurer
John Ellis *	
Lynn Ellis	
Moeena Winsor	
[One Vacancy]	

John Bryant	
Penny Fisher	(St Luke's)
Stephen Linton	
John Lancaster	
Jean Parsons	(St Luke's)
John Durrant	
Vivienne Hobbs	
Elaine Ratcliffe	
Kate Mooney	(PCC Secretary)
Frank Allum	
Nicola Pickstock	(Resigned 1 September 2021)
Bram Frankhuijzen	

The financial statements have been prepared in accordance with the accounting policies set out in note 1. to the accounts and comply with the Charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Andrew Hawken, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical
- To know Jesus better and make Him better known
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay
- Providing financial support for those in need and, to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, particularly, the specific guidance on 'charities for the advancement of religion'. The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

For 2021 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament
- Offering worship and prayer, learning about the Gospel, in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Provision of assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through our online presence during the Covid 19 Pandemic.
- Maintaining the fabric of the church building as a historic centre and focus of life in the town.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ, is a major demonstration of the public benefit of our activities.

We continued to monitor the Covid-19 situation and during the year were able to update our Risk Assessments accordingly. As the year progressed, we were able to welcome more people into the church.

"I am so happy to have moved to St Swithun's. I have been made to feel most welcome by members I have known for years and feel that I have found my spiritual home." HW

The average regular weekly attendance, counted during October was **130** adults and **11** children, with the number increasing on Harvest Sunday. Over the course of the year, we have seen a steady rise in service attendance and it has been a great encouragement to welcome new families to St. Swithun's.

We look to encourage the deepening of faith for all ages, and alongside our services there is a programme for young people from crèche through to teenagers to join in with. Our youth work TRAX is open to Year 7+ and meets on the Second Sunday evening of the month.

Christmas is a very special time of celebration where many sections of the community come together to join in the services in normal years. Due to the Covid-19 Pandemic we were unable to provide all the services during Holy Week and Easter. At Christmas we managed a Crib Service which was well attended, Midnight Mass and a Christmas Morning Eucharist.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Sackville School held a Yr. 7 Carol Service, but other schools decided not to hold Carol Services in the church as Covid-19 infections were rising significantly at the time.

Likewise at Easter we were unable to hold all the usual Holy Week services but managed Good Friday and Easter Day when there were 127 communicants and 160 people at the service.

We continued our emphasis upon the family and the children's ministry. The Youth Group, TRAX, has a thriving group of **10** younger people (aged 10 – 16), who attend regularly and take part in a variety of activities.

Teaching, baptising and nurturing new and existing believers

In 2021 there were **13** weddings and **2** wedding blessings; **19** church funerals with **29** other funerals conducted for parishioners; **9** burials of ashes; **36** baptisms.

A good number of lay volunteers continue to take an active part in our services along with our musicians. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community.

Evangelism and outreach

A highlight of our year was our September Back to Church Sunday Worship Together which was enjoyed by many. Afterwards families enjoyed a picnic lunch in the Vicarage Garden where we had a bouncy castle which was very popular with our younger visitors.

We continue to maintain our link and have 4 members of St Swithun's active on the Governing Body of St Mary's Church of England School. Our connection with Escots, The Meads and Blackwell Schools has been in abeyance due to the Pandemic as Schools continued to protect their community by not accepting outside visitors into the buildings.

During Lent 2021 we held a Lent course on Zoom following the Diocesan Course and this was beneficial for those who joined in.

Provision of the church building for people to enjoy

We celebrated 36 baptisms, 13 weddings, 2 wedding blessings, and 19 funerals in our church during the year. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

Our main focus this year has been to explore ways in which the church building can be used for events in addition to services. In October the East Grinstead Choral Society approached us and have now established a permanent home at St Swithun's for regular rehearsals and concerts. We want to build on establishing the reorganised building as a focus for the community to use in the future.

"...we all feel very positively about the benefits for everyone, (and mostly the community), of this partnership progressing." P.P. EGCS

It is important to us that the church is available for private prayer not just to the church family but to the wider visiting community. To this end the church building is always open during daylight hours. There is a place to light a candle and say a prayer and the two side chapels are often used by visitors for prayer and quiet times. Many comment not only how refreshing it is to find an open church but, also the sense of peacefulness and spirituality the church pervades. Others come to see the historical architecture and its notable stained glass within.

Spatial reordering of the church building and future projects

During the year the first phase of re-ordering was completed. The font is now relocated near the south door of the building where there is a whole new baptistry area. This has certainly enhanced services of Baptism with greater freedom of movement around the font. Plate glass doors are now installed at both main entrances etched with the prayer of St Richard of Chichester. These facilitate a greater openness to the building and the light now floods in through the south porch on sunny days. Visitors can now approach the church with greater confidence as they can see inside the building. St Barnabas' Church is now closed for worship and plans for its future use are currently being considered.

Provision of pastoral care for people living in the parish

The Pastoral Care Team, led by Lynn Ellis, is responsible for hospital visits and home communions. The team also visits 4 care homes locally where monthly communion services are held for those too frail to attend the church. An average of **25-30** people attend these services each month. During the year the Pandemic overshadowed much of the work but in September we were able to resume this valuable ministry.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

2 church members voluntarily dedicate themselves to the work of the Churches Together Street Pastors organisation in the town. Regularly they sacrifice their time and energies in caring, listening and helping people who remain out in the streets late at night.

Provision of tangible support to the poor and needy

At Harvest this year members were encouraged to give to the EG Food Bank as it was not possible to handle gifts in church, we also supported the Crawley Open House Charity.

Other charitable giving

The parish website continues to be updated helping to maintain links between the church family and those who have not yet felt the need to take part in what we do. St Swithun's also supports the Quarry Café and Community Fridge project financially at St Luke's Community Room in Stone Quarry.

The church family has supported many other mission and charitable societies, amounting to £15381, including the Bible Society, Mission to Seafarers, Mission Aviation Fellowship, Family Support Work, and the Children's Society through a Christingle Service which is always extremely popular. The full list of our chosen charities appears later in this document.

Deanery Synod

Six members of the laity represent the parish on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Andrew Hawken, PCC Chairman

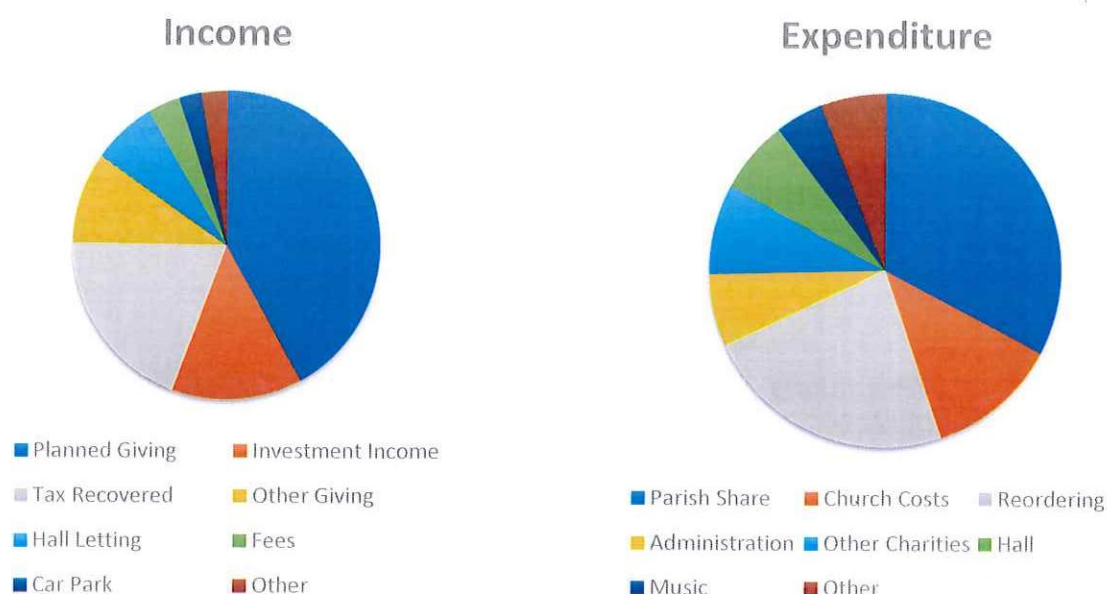


Date 23rd March 2022

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Financial Review

1. The total receipts on general unrestricted funds received were £232,733 (2020: £191,051) and are detailed in the financial statements.
2. The planned giving through bankers' orders and envelopes declined by 5% compared to the previous year.
3. The PCC received one legacy during the year of £10,000 and another of £100.
4. Parish expenditure excluding items within the restricted or endowment funds totalled £242,150 (2020: £300,403).
5. The net result for the year was an excess of income over expenditure of £197,811 after revaluation of investments (2020: Excess of expenditure over income £80,195). After adding back bank and deposit balances at the beginning of the year, the unrestricted fund balance carried forward is £38,809 (2020: £69,226).
6. Energy statistics – The PCC spent £6,336 on gas and £4,380 on electricity during the year, consuming 201,402kWh of gas and 24,369kWh of electricity.
7. The following table shows the percentage contribution to income and expenditure:



PARISH PLANNED GIVING IN 2021

All giving excluding plate collections amounted to £101,865 and receipt of an additional £23,108 in Gift Aid brought the total up to £124,973, almost 3% below the equivalent figure for 2020. Some of this reduction was due to the COVID-19 situation with fewer services and the suspension of envelope and cash collections for much of the year but there have also been reductions in other types of giving.

Electoral Roll Giving

Giving by Electoral Roll members through Bank Standing Order or Direct Debit, Cheques, Yellow Gift Aid Envelope, Online Giving or through the Charities Aid Foundation (CAF) or other workplace giving schemes in 2021 totalled £100,531, a fall of 4% over the 2020 total.

The number of people on the Electoral Roll who donated at some point during the year fell by 14 to 162. Although we gained a few new givers, the losses included several donors who had given generously in recent years. Average

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

giving per donor rose slightly to £11.93 per week but this still remained below the diocesan average of £15.98 per week. The majority of our donors gave less than £10 a week on average.

Income from the Parish Giving Scheme (PGS) was only marginally higher than that of last year. 2 new donors joined the scheme but 4 left. 27 of our 77 donors opted into the facility to increase their payments each year to take account of inflation. PGS donations now amount to 54% of our income from Electoral Roll members.

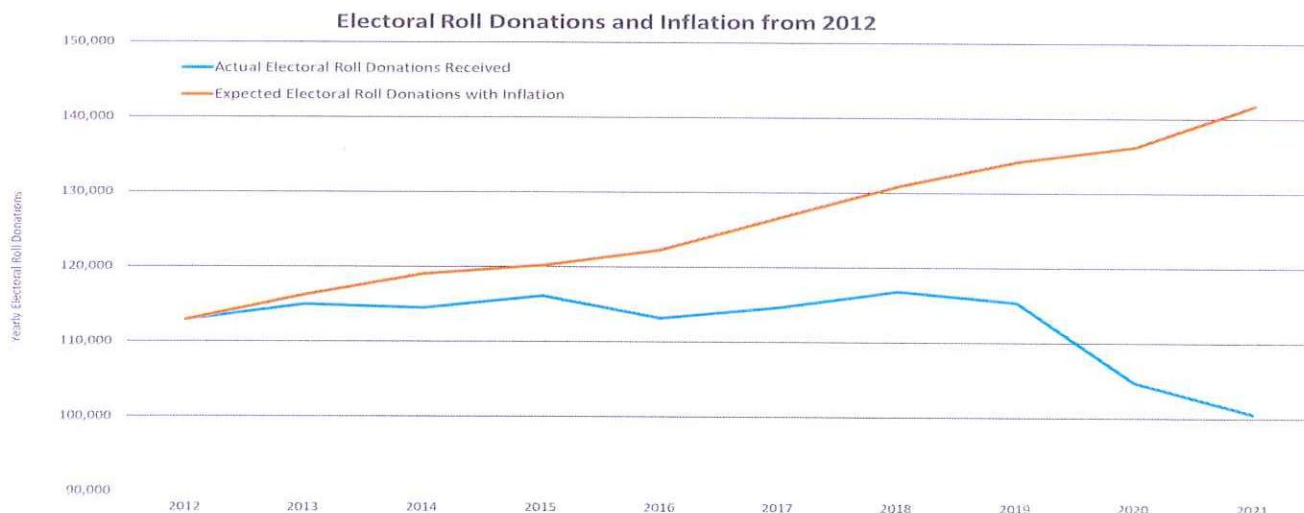
Bank Standing Orders accounted for 36% of our Electoral Roll giving. There were 2 new donors in the year but 7 stopped giving. Only 3 of our 67 donors increased their payments during the year and 1 reduced their payments. This resulted in receipts falling by 5% compared with 2020.

The Weekly Envelope system was discontinued for 2021 as very few donors were using them which did not justify the cost of printing the high minimum order quantity of numbered and dated envelopes. Nearly all the previous users have now switched to other methods of giving. There were a number of cheque donations which, together with the Yellow Gift Aid Envelope donations reintroduced after the early year lockdown, raised £7,766. Income from CAF fell by 28% after a previous donor switched to another method of giving.

The online giving scheme through ChurchDesk introduced in 2020 continued throughout the year and attracted 9 donations from Electoral Roll members totalling £1,960. However, commission charges of £52 (2.6% plus 20p per donation) reduced the amount actually received by the church.

91% of our Electoral Roll giving was gift aided which added a further £22,782 to our income - 4% lower than last year.

It is a worrying fact that donations by Electoral Roll givers have not only fallen by 11% in cash terms over the last 10 years but are now running at 40% behind the collections needed just to keep up with inflation since 2012. Whilst recognising that COVID and other events over the last 2 years may have caused financial difficulties to some of our congregation, many of our long-term donors have not increased their donations at all in the last 10 years. In light of the deficit this year, it is hoped that some will now consider doing so in 2022.



Residents' and Visitors' Giving

Yellow envelope and online donations received from 21 East Grinstead residents and visitors not on the Electoral Roll totalled £1,334 and we were able to claim another £323 in Gift Aid on these. This is well below what we would usually expect to receive in a year but even in normal times there is little we can do to manage the level of giving by these people.

Plate Collections

Through the HMRC Gift Aid for Small Donations scheme we can claim a top-up payment from cash put into collections with the donors having to sign Gift Aid declarations. As plate collections did not restart until Easter 2021 receipts were considerably down on what we would normally expect, although we were able to claim an additional £1,145 on cash received in the latter part of the year.

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New Initiatives

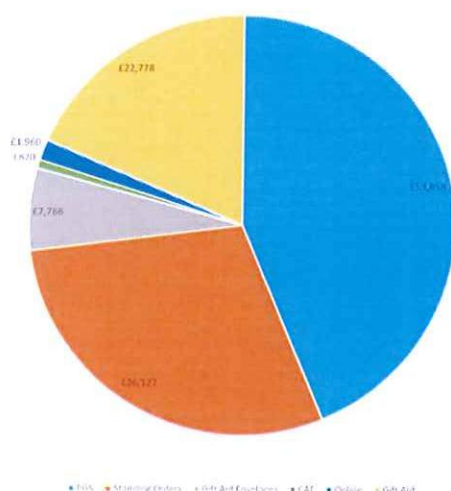
A new online scheme through SumUp was introduced in December which netted a sum of £52 over the Christmas period; stands with QR codes for making donations are now at the church entrances for the use of all worshippers. St Swithun's is also now a registered charity under the Easyfundraising scheme. Congregation members who are internet shoppers can go via the scheme website to make online purchases from over 6,000 retailers including eBay, Sainsbury's, Waitrose, M&S and John Lewis who will then give a small percentage of the purchase cost to the church. Both schemes will be monitored throughout this year to see how effective they are.

JOHN MONKS

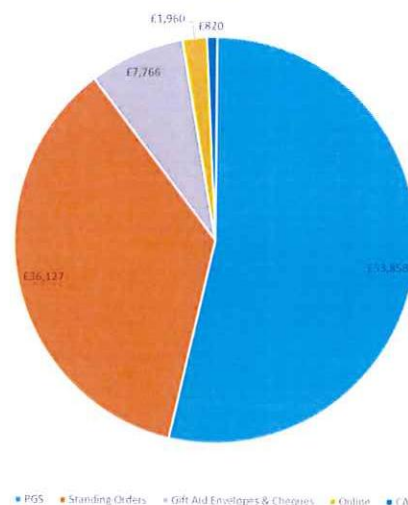
Confidential Giving Secretary

4 February 2022

Electoral Roll Giving 2021 (including Gift Aid)



Electoral Roll Giving 2021 (excl Gift Aid)



Reserves Policy

It is PCC policy to maintain a balance on unrestricted cash resources which equates to at least six months unrestricted payments to cover emergency situations that may arise from time to time. Current unrestricted cash resources have been maintained at six months budgeted expenditure. This includes certain cash resources held in deposit accounts and the readily available investment funds, which are included within the accounts in the designated fund balance. The Parochial Church Council has a list of projects for outreach and improvements to the parish church which will include necessary work on the organ. Planning has commenced in relation to further reordering improvements. These would make significant inroads on the existing reserves. It is the PCC policy to invest fund balances in excess of immediate requirements in the C.B.F. Church of England deposit fund. From the end of 2015 the Parochial Church Council has amended its investment policy to place funds in the C.B.F Church of England investment, fixed interest and property funds as well as its deposit fund.

Investment Policy

Assets not immediately required for the Charity's own use will be invested to achieve a balance of income and capital growth, subject to accepting only a moderate level of risk. The Parochial Church Council has adopted a responsible investment policy. All investments are held in accordance with Church of England ethical investment guidelines.

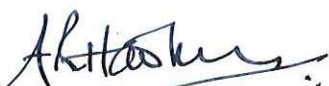
Risk Management

The principal risks faced by the Charity have been assessed by the trustees and a risk register has been produced to manage the risks and is regularly updated and monitored. A fresh review has been undertaken in accordance with the Criminal Finances Act 2017.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

The Trustees have considered the Charities SORP (Statement of Recommended Practice) Committees advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity continues to monitor and manage the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants and donations from supportive and solvent funders.

**Approved by the Parochial Church Council on Wednesday 23rd March 2022
and signed on their behalf by;**



.....
The Reverend Andrew Hawken (PCC Chairman)

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN'S, EAST GRINSTEAD

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 11 to 22.

Responsibilities and basis of report

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

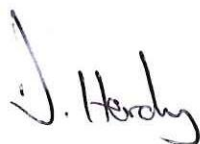
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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



D Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Chartered Accountants
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Dated: 11/04/2022

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Statement of Financial Activities for the year ended 31 December 2021

Current financial year		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Year Ended 31 Dec 2021 Total Funds £	Year Ended 31 Dec 2020 Total Funds £
	Notes						
INCOMING RESOURCES							
Donations and Legacies	2a	143,750	-	2,919	-	146,669	146,017
Other fundraising Activities	2b	5,536	-	-	-	5,536	3,829
Investments	2c	32,616	-	-	15	32,631	34,091
Church Activities	2d	50,831	-	3,879	-	54,710	19,528
Total Incoming Resources		232,733	-	6,798	15	239,546	203,465
RESOURCES EXPENDED							
<u>Costs of Raising Funds</u>							
Voluntary Income	3a	-	-	-	-	-	-
Fundraising Costs	3b	-	-	-	-	-	-
Costs of renting property	3c	2,500	-	-	-	2,500	2,549
<u>Expenditure on Charitable Activities</u>							
Church Activities	3d	239,650	-	14,779	15	254,444	308,087
Total Resources Expended		242,150	-	14,779	15	256,944	310,636
Net Incoming Resources before gains / (losses) on investments and transfers		(9,417)	-	(7,981)	-	(17,398)	(107,171)
Revaluation on investments		-	65,209	-	-	65,209	26,976
Revaluation on fixed assets		-	150,000	-	-	150,000	-
Transfers between funds		(21,000)	20,000	1,000	-	-	-
Net Movement in Funds		(30,417)	235,209	(6,981)	-	197,811	(80,195)
Reconciliation of Funds							
Total Funds Brought Forward At 1 January 2021		69,226	952,452	40,628	2,690	1,064,996	1,145,191
Total Funds Carried Forward at 31 December 2021		38,809	1,187,661	33,647	2,690	1,262,807	1,064,996

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Comparative Statement of Financial Activities for the year ended 31 December 2020

Prior financial year		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Year Ended 31 Dec 2020 Total Funds £	Year Ended 31 Dec 2019 Total Funds £
	Notes						
INCOMING RESOURCES							
Donations and Legacies	2a	135,320	-	10,697	-	146,017	167,828
Other fundraising Activities	2b	3,829	-	-	-	3,829	7,233
Investments	2c	34,076	-	-	15	34,091	36,378
Church Activities	2d	17,826	-	1,702	-	19,528	42,804
Total Incoming Resources		191,051	-	12,399	15	203,465	254,243
RESOURCES EXPENDED							
<u>Costs of Raising Funds</u>							
Voluntary Income	3a	-	-	-	-	-	-
Fundraising Costs	3b	-	-	-	-	-	1,236
Costs of renting property	3c	2,549	-	-	-	2,549	2,290
<u>Expenditure on Charitable Activities</u>							
Church Activities	3d	297,854	-	5,418	4,815	308,087	233,601
Total Resources Expended		300,403	-	5,418	4,815	310,636	237,127
Net Incoming Resources before gains / (losses) on investments and transfers		(109,352)	-	6,981	(4,800)	(107,171)	17,116
Revaluation on investments		-	26,976	-	-	26,976	60,831
Transfers between funds		90,000	(90,000)	(88)	88	-	-
Net Movement in Funds		(19,352)	(63,024)	6,893	(4,712)	(80,195)	77,947
Reconciliation of Funds							
Total Funds Brought Forward At 1 January 2020		88,578	1,015,476	33,735	7,402	1,145,191	1,067,244
Total Funds Carried Forward at 31 December 2020		69,226	952,452	40,628	2,690	1,064,996	1,145,191

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Balance Sheet as at 31 December 2021

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Funds £	2021 £	2020 £
FIXED ASSETS	7	-	600,000	-	-	600,000	450,000
INVESTMENTS							
Investment Fund	8	-	587,661	-	-	587,661	502,452
TOTAL FIXED ASSETS		-	1,187,661	-	-	1,187,661	952,452
CURRENT ASSETS							
Debtors	9	11,270	-	-	-	11,270	10,829
Bank Current Accounts		17,679	-	24,403	2,690	44,772	86,370
Bank Reserve Accounts		78	-	-	-	78	78
Central Board of Finance		17,580	-	-	-	17,580	17,571
Restricted Bank & Building Society Accounts		-	-	8,897	-	8,897	8,896
Cash in Hand		100	-	347	-	447	324
Total Current Assets		46,707	-	33,647	2,690	83,044	124,068
LIABILITIES							
Amounts Falling Due Within One Year	10	(7,898)	-	-	-	(7,898)	(11,524)
Net Current Assets		38,809	-	33,647	2,690	75,146	112,544
NET ASSETS		38,809	1,187,661	33,647	2,690	1,262,807	1,064,996
FUNDS							
Unrestricted	11	38,809	-	-	-	38,809	69,226
Designated	11	-	1,187,661	-	-	1,187,661	952,452
Restricted	11	-	-	33,647	-	33,647	40,628
Endowment	11	-	-	-	2,690	2,690	2,690
		38,809	1,187,661	33,647	2,690	1,262,807	1,064,996

Approved by the PCC on 23rd March 2022 and signed on their behalf by;



The Reverend Andrew Hawken (PCC Chairman)



Jeremy Kaye (PCC Treasurer)

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

1. ACCOUNTING POLICIES

(a) Accounting Convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments and freehold land and buildings which are included at market value.

(b) Funds Accounting

Funds held by the PCC are:

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

Restricted funds – monies subject to specific conditions imposed by the donor or fundraising events held for particular purposes. Any balance remaining unspent at the year-end is carried forward as a balance on that fund.

Endowment funds – funds the capital of which 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.

Designated funds – general funds set aside for use by the PCC for a specific purpose.

(c) Incoming Resources

All incoming resources are accounted for gross, with the exception of church fees, which are shown net of the fees paid to the diocese, for whom the PCC acts as an agent.

Voluntary Income; Collections are recognised when received. Planned giving receivable is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income to which they relate is received. Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investment is sold. Unrealised gains and losses are accounted for on revaluation.

(d) Expenditure recognition

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

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 share is accounted for when paid.

(e) Support and Governance Costs

Support costs have been split between governance costs and support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit, legal fees and bank charges. Support costs relate to all costs associated with running the church and the church hall including costs such as light and heat, insurance, salary costs etc.

All support and governance costs are in relation to charitable activities which only include one heading of church activities.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

1. ACCOUNTING POLICIES (cont)

(f) Fixed Assets

Tangible Fixed Assets; Consecrated and beneficed property of any kind is excluded from the Financial Statements by Section 96(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventories, which can be inspected. Such assets have not been valued in the Financial Statements. All expenditure on consecrated or beneficed buildings, and individual items costing under £700, considered as capital expenditure, are written off in the year they were incurred.

Where fixed assets have been donated, they are included in the balance sheet at their current value at the date of the gift and also included in the Statement of Financial Activities as an incoming resource.

Freehold land and buildings are included at a valuation, details of which are included in note 7.

Depreciation; Depreciation is calculated to write down the cost less estimated residual value of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rate applicable to the office equipment is 25% straight line. No depreciation is provided on freehold property and its valuation is detailed in note 7. The residual value is estimated to be in excess of the cost of the property, which makes any depreciation charge immaterial. Such property will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

(g) Investments

Investments are initially recognised at their transaction value and subsequently measured at the market value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The PCC does not acquire or use put options, derivatives or other complex financial instruments. All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised gains and losses are combined in the Statement of Financial Activities.

(h) Current Assets

Amounts owing to the PCC at 31 December in respect of hall hire charges and other income, as well as repayment of Council Tax are shown as debtors, less any provision for amounts considered uncollectable.

2. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
(a) Voluntary Income Including planned giving and income tax recoverable	143,750	-	2,919	-	146,669
(b) Activities for Generating Funds Including car park charges and fund raising events	5,536	-	-	-	5,536
(c) Investment Income	32,616	-	-	15	32,631
(d) Income from Church Activities Including hall lettings and church fees	50,831	-	3,879	-	54,710
Total Incoming Resources	232,733	-	6,798	15	239,546

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

2. INCOMING RESOURCES (cont)

2020 COMPARATIVES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
(a) Voluntary Income Including planned giving and income tax recoverable	135,320	-	10,697	-	146,017
(b) Activities for Generating Funds Including car park charges and fund raising events	3,829	-	-	-	3,829
(c) Investment Income	34,076	-	-	15	34,091
(d) Income from Church Activities Including hall lettings and church fees	17,829	-	1,702	-	19,528
Total Incoming Resources	191,051	-	12,399	15	203,465

Income tax recoverable amounting to £23,411 (2020: £23,060) includes a provision of £7,826 (2020: £7,475), which represents tax recoverable on gift aided donations for the period from 6 April 2021 to 31 December 2021 other than under the PGS scheme which credits tax recoverable at the time the donation is made. This tax was repaid on 02/02/2022.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

3. RESOURCES EXPENDED

	Church Activities £	Support and Governance costs £	Total 2021 £
(a) Cost of generating Voluntary Income	-	-	-
(b) Fund Raising Trading Costs	-	-	-
(c) Cost of renting property	2,500	-	2,500
 (d) Church Activities			
General church activities (as below)	131,007	50,837	181,844
Reordering costs	72,600	-	72,600
Total Resources Expended	206,107	50,837	256,944

2020 COMPARATIVES

	Church Activities £	Support and Governance costs £	Total 2020 £
(a) Cost of generating Voluntary Income	-	-	-
(b) Fund Raising Trading Costs	-	-	-
(c) Cost of renting property	2,549	-	2,549
 (d) Church Activities			
Including parish contribution, hall running expenses, admin cost, church maintenance and outward giving	133,117	45,401	178,518
Reordering costs	129,569	-	129,569
Total Resources Expended	265,235	45,401	310,636

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

3. Resources Expended (cont)

In 2021 the expenditure on charitable activities was £254,444 (2020: £308,087) of which £239,650 (2020: £297,854) was unrestricted and designated, £14,779 (2020: £5,418) was restricted and £15 (2020: £4,815) was endowment costs.

Payments were made to the Independent Examiner of £3,000 (2020: £3,000) for independent examination fees and £nil (2020: £240) for other services.

4. ALLOCATION OF SUPPORT AND GOVERNANCE COSTS

A breakdown of the support and governance costs which are included within Church Activities.

	Total 2021 £	Total 2020 £
Support Costs		
Staff Costs - Administration	10,615	10,616
Church Running costs and maintenance	16,614	12,733
Hall Running costs	17,255	14,902
Office expenses	3,304	3,867
	<u>47,788</u>	<u>42,118</u>
Governance Costs		
Bank charges	49	43
Independent Examiner costs	3,000	3,240
	<u>3,049</u>	<u>3,283</u>
Total	<u>50,837</u>	<u>45,401</u>

5. STAFF COSTS

Number of employees

The average monthly number of employees during the year was:

	2021 Numbers	2020 Numbers
Administrator	1	1
Organist	1	1
Cleaners	2	3
	<u>4</u>	<u>5</u>
	2021 £	2020 £
Wages and Salaries	22,064	22,283
Pension costs	127	128
	<u>22,191</u>	<u>22,411</u>

There were no employees whose annual remuneration was £60,000 or more.

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them nor other related parties.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

6. PARISH SHARE

The contribution of £84,000 paid to the Chichester Diocesan Fund and Board of Finance represents the cost of stipend, pension, national insurance contributions and housing for one clergyman of £44,797; Training and clergy support £11,647, ministry support costs £2,659, parish support services £11,876, and national church responsibilities £3,319, totalling £74,298 and an additional payment of £9,702. Wedding and funeral fees are also paid to the diocese totalling £7,025.

7. FIXED ASSETS

	Freehold Land & Buildings £	Office Equipment £	TOTAL £
Tangible fixed assets			
Gross Book Value			
At 1 January 2021	450,000	11,509	461,509
Additions	150,000	-	150,000
Disposals	-	(11,509)	(11,509)
At 31 December 2021	600,000	-	600,000
Depreciation			
At 1 January 2021	-	11,509	11,509
Provided in the year	-	-	-
Eliminated on disposal	-	(11,509)	(11,509)
At 31 December 2021	-	-	-
Net Book Value			
At 31 December 2020	450,000	-	450,000
At 31 December 2021	600,000	-	600,000

Comparable Historical cost for the buildings included at valuation:

	Total 2021 £	Total 2020 £
Cost	310,000	310,000
Accumulated Depreciation	-	-
	310,000	310,000

The freehold buildings comprise:

21 Bourg de Peage Avenue, purchased for occupation by the curate and his family in April 2008 for £310,000 was funded in part by a Diocesan loan repaid in October 2014. It was included at valuation by Park & Bailey at 26 January 2009 of £290,000. The trustees have looked at market conditions and similar property sales and have revalued this property to £340,000 in December 2014.

Sunnyside Hall, this building became vested in the Parochial Church Council on 25 March 2007, when the previous lease terminated. It is included at valuation by Park & Bailey at 26 January 2009 of £100,000. The trustees have considered the 2009 valuation and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

St Barnabas Church is a non-consecrated building which has recently been confirmed as being in the ownership of the Parochial Church Council. The property was originally built in 1975 with temporary planning permission which subsequently became permanent. The property was valued by RH & RW Clutton on 02/02/2022 at a value of £150,000.

The Church Hall is an extension to the church, is built on consecrated land, cannot be sold separately to the main Church and being inalienable it is not considered appropriate to place any value on it.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

7. FIXED ASSETS (cont)

The Freehold land comprises two plots on the southside of East Grinstead known as lots 1479 and 1876 in the Deeds. Lot 1479 is on Coombe Hill Road and lot 1876 is at the corner of Coombe Hill Road and West Hoathly Road.

The Parochial Church Council considers that these plots have a value of £10,000 on the basis of their current use and they have been so valued by Park & Bailey. The trustees have considered the 2009 valuations and after comparing to market conditions, the trustees consider the 2009 valuation is still valid. During the year, expenditure has been incurred in support of a planning application to develop the land.

In accordance with the Statement of Recommended Practice, the trustees undertook a revaluation of the fixed assets at December 2014.

8. INVESTMENTS

Investment Shares:	Designated Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Market Value as at 1 January 2021	502,452	-	502,452	502,452
Purchases/(Sales)	20,000	-	20,000	(90,000)
Transfer to diocese	-	-	-	-
Gain on Revaluation	65,209	-	65,209	29,976
Market Value as at 31 December 2021	<u>587,661</u>	<u>-</u>	<u>587,661</u>	<u>502,452</u>
Accumulated Income:				
As at 1 January 2021	-	-	-	4,712
Income for the year	-	15	15	275
Withdrawn	-	(15)	(15)	(4,987)
As at 31 December 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>587,661</u>	<u>-</u>	<u>587,661</u>	<u>501,452</u>

Historical Cost (designated investment)

At 31 December 2021	415,000
At 31 December 2020	<u>395,000</u>

Following the sale of St. Luke's Clergy House and the church, the Parish invested the sales proceeds. Income received on investments is initially reflected as investment income within designated funds. This is then transferred to unrestricted funds as it is considered to represent unrestricted income and is available for use as the trustees see fit.

Date	Shares acquired	No of shares	Cost (£)
November 2014	CBF Fixed Interest Securities Fund (income)	164,915.71	270,000
November 2014	CBF Investment Fund (income)	3,752.96	50,000
August 2015	CBF Fixed Interest Securities Fund (income)	60,679.61	100,000
August 2015	CBF Investment Fund (income)	1,805.47	25,000
March 2017	CBF Investment Fund (income)	3,208.73	50,000
June 2017	CBF Investment Fund (income)	7,057.03	115,000
April 2018	CBF Investment Fund (income)	3,947.58	62,500
April 2018	CBF Property Fund (income)	44,751.54	62,500
May 2021	CBF Property Fund (income)	14,623.09	20,000
	Shares sold		Proceeds (£)
November 2016	CBF Fixed Interest Securities Fund (income)	5,901.10	10,000
June 2017	CBF Fixed Interest Securities Fund (income)	66,751.80	115,000
April 2018	CBF Fixed Interest Securities Fund (income)	76,627.28	125,000
August 2020	CBF Fixed Interest Securities Fund (income)	53,345.98	90,000

The investment shares used to include 592 shares in the CBF Investment Fund (income) shares, which has now been transferred. Investments are held primarily to provide an investment return for the church.
All investment assets are held in the UK.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

9. DEBTORS

	Total 2021 £	Total 2020 £
Prepayments and Accrued Income	3,444	2,374
Gift aid Tax Reclaim	7,826	8,455
	<u>11,270</u>	<u>10,829</u>

Included within debtors for 2021 are unrestricted debtor balances of £11,270 (2020: £10,829) and £Nil (2020: £NIL) relating to restricted funds.

10. CREDITORS

Amounts Falling Due Within One Year

	Total 2021 £	Total 2020 £
Accruals for Utilities	2,728	2,197
Other Creditors	5,170	9,327
	<u>7,898</u>	<u>11,524</u>

Creditor balances were as follows: Unrestricted £7,898 (2020: £11,524), restricted £Nil (2020: £NIL).

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

11. STATEMENT OF FUNDS

The designated fund includes £290,000 (2020: £140,000) of revaluation gains and losses relating to fixed assets and £172,848 (2020: £107,639) relating to fixed asset investments.

STATEMENT OF FUNDS 2021

	Bal B/fwd 1 Jan 21 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 21 £
Designated Funds					
Land and building	450,000	-	-	150,000	600,000
Investments	502,452	-	-	85,209	587,661
	952,452	-	-	235,209	1,187,661
Unrestricted Funds	69,226	232,733	(242,150)	(21,000)	38,809
Restricted Funds					
Outward Giving Donations	-	2,371	(2,368)	-	3
St Swithun's Chancel Trust	187	358	(400)	-	145
St Swithun's:					
Flower Fund	533	1,491	(1,708)	1,000	1,316
Bell ringers Fund	2,063	1,032	(959)	-	2,136
Social Committee	840	-	(124)	-	716
Coffee Shop	2,347	465	(433)	-	2,379
Vicar's Discretion	55	-	-	-	55
Open House	304	231	(257)	-	278
Choir Management Group	838	660	(375)	-	1,123
Donations to Floodlighting Sponsorship	165	-	(150)	-	15
Fabric Fund	14,460	-	-	-	14,460
Youth Donations	368	90	(106)	-	352
Verger's Fees	195	-	(35)	-	160
Piano Fund	6,930	100	(7,030)	-	-
St Luke's:					
Flower Fund	135	-	-	-	135
Women's Club	248	-	(248)	-	-
Tea and Toys Toddler Group	1,013	-	-	-	1,013
Teddies	586	-	(586)	-	-
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	-	-	4,791
Sunnyside Rent Deposit	847	-	-	-	847
	40,628	6,798	(14,779)	1,000	33,647
Endowment Funds					
St Swithun's Chancel Trust (see note)	-	-	-	-	-
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	2,690	15	(15)	-	2,690
	1,064,996	239,546	(256,944)	215,209	1,262,807

The endowment funds comprise the following:

- (i) From 2019 only the income from St. Swithun's Chancel Trust held by the Diocese of Chichester is available to the parish and income accumulated is £359 (2020: £187) which may be applied towards the church insurance premium and £400 was applied during the year. The Chancel Trust Fund will now be treated as a restricted fund.
- (ii) Betchley Trust Fund held on behalf of St. Luke's Church in the CBF Deposit Fund with a value of £2,510, the interest on which contributes to the curate's stipend.
- (iii) St. Swithun's Crawford Trust Fund held in the CBF Deposit Fund with a value of £180 (2020: £180) the interest on which is available to maintain a Sanctuary lamp.
- (iv) The designated fund represents funds which are tied up in the property and the investments held by the client, these funds are not easily accessible and are amended in line with the value of the property and investments held in the accounts.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Notes to the Financial Statements for the year ended 31 December 2021

11. STATEMENT OF FUNDS CONTINUED

STATEMENT OF FUNDS 2020

	Bal B/fwd 1 Jan 20 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 20 £
Designated Funds					
Land and building	450,000	-	-	-	450,000
Investments	565,476	-	-	(63,024)	502,452
	<u>1,015,476</u>	<u>-</u>	<u>-</u>	<u>(63,024)</u>	<u>952,452</u>
Unrestricted Funds	88,578	191,051	(300,403)	90,000	69,226
Restricted Funds					
Outward Giving Donations	-	472	(472)	-	-
St Swithun's Chancel Trust	-	275	-	(88)	187
St Swithun's:					
Flower Fund	480	538	(485)	-	533
Bell ringers Fund	2,181	224	(342)	-	2,063
Social Committee	750	90	-	-	840
Coffee Shop	5,540	353	(3,546)	-	2,347
Vicar's Discretion	55	-	-	-	55
Open House	424	150	(270)	-	304
Choir Management Group	793	165	(120)	-	838
Donations to Floodlighting Sponsorship	150	95	(80)	-	165
Fabric Fund	5,504	8,956	-	-	14,460
Youth Donations	368	-	-	-	368
Verger's Fees	225	-	(30)	-	195
Piano Fund	6,030	900	-	-	6,930
St Luke's:					
Flower Fund	135	-	-	-	135
Women's Club	203	45	-	-	248
Tea and Toys Toddler Group	952	115	(54)	-	1,013
Teddies	584	21	(19)	-	586
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	-	-	4,791
Sunnyside Rent Deposit	847	-	-	-	847
	<u>33,735</u>	<u>12,399</u>	<u>(5,418)</u>	<u>(88)</u>	<u>40,628</u>
Endowment Funds					
St Swithun's Chancel Trust (see note)	4,712	-	(4,800)	88	-
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	<u>7,402</u>	<u>15</u>	<u>(4,815)</u>	<u>88</u>	<u>2,690</u>
	<u>1,145,191</u>	<u>203,465</u>	<u>(310,636)</u>	<u>26,976</u>	<u>1,064,996</u>

12. CONTRACTUAL COMMITMENTS

The Parochial Church Council has entered into contract with Mander Organ Builders for repairs to the Church Organ to the value of £44,622.

13. IMPACT OF COVID-19

As a direct consequence of the Coronavirus (COVID 19) pandemic, and in accordance with UK government guidelines St Swithun's PCC ceased all activity on 21 March 2020 for an indeterminate period. In the later part of 2021, some activities have resumed in accordance with government guidelines. At the date of approval of the accounts it has not been possible to quantify or ascertain with any certainty the financial impact of COVID-19. No adjustments have been made to any figures in the accounts as a result of the pandemic.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Detailed notes to the Statement of Financial Activities

INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
(a) Voluntary Income						
Planned Giving	100,531	-	-	-	100,531	103,167
Collection at all Services	6,650	-	-	-	6,650	1,747
Sundry Donations and Appeals	3,058	-	2,560	-	5,618	8,760
Chancel Trust Grant	-	-	359	-	359	275
Income Tax Recoverable	23,411	-	-	-	23,411	23,693
Legacies	10,100	-	-	-	10,100	8,375
	143,750	-	2,919	-	146,669	146,017
(b) Activities for Generating Funds						
Car Park Charges	5,536	-	-	-	5,536	3,829
	5,536	-	-	-	5,536	3,829
(c) Investment Income						
Dividends & Interest	16,116	-	-	15	16,131	17,771
Rental income	16,500	-	-	-	16,500	16,320
	32,616	-	-	15	32,631	34,091
(d) Income from Church Activities						
Church Hall Lettings	16,391	-	-	-	16,391	8,486
Church Fees	8,266	-	-	-	8,266	4,432
Bookstall	-	-	-	-	-	109
Rates refund	-	-	-	-	-	-
Feed in Tariff	920	-	-	-	920	1,624
Furlough scheme	1,526	-	-	-	1,526	2,428
Arts & Music Festival	-	-	-	-	-	-
VAT refunds	23,483	-	-	-	23,483	-
Miscellaneous Income	245	-	-	-	245	747
Bell ringers Fund	-	-	1,032	-	1,032	224
Flower Funds	-	-	1,491	-	1,491	538
Social Committee	-	-	-	-	-	90
Coffee Mornings/Shop	-	-	465	-	465	353
Open House	-	-	231	-	231	105
Women's Club	-	-	-	-	-	45
Tea & Toddler Group	-	-	-	-	-	116
Teddies	-	-	-	-	-	21
St. Swithun's Choir Management Group	-	-	660	-	660	165
	50,831	-	3,879	-	54,710	19,528
Incoming Resources	232,733	-	6,798	15	239,546	203,465

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Detailed notes to the Statement of Financial Activities RESOURCES EXPENDED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
(a) Cost of generating Voluntary Income						
Envelope Scheme	-	-	-	-	-	-
(b) Fund Raising Trading Costs						
Bookstall & Baubles	-	-	-	-	-	-
(c) Cost of letting property	2,500	-	-	-	2,500	2,549
(d) Church Activities						
Missionary & Charitable Giving						
Church Overseas	6,713	-	1,150	-	7,863	6,560
Home Missions and other Church Societies	6,300	-	1,218	-	7,518	5,862
	13,013	-	2,368	-	15,381	12,422
Ministry Costs:						
Parish Share	83,985	-	-	15	84,000	82,000
Church Insurance	5,533	-	400	-	5,933	5,900
Other Clergy Costs	7,526	-	-	-	7,526	6,859
Capital Expenditure:						
Reordering Costs	6,940	-	-	-	6,940	129,569
Organ	-	-	-	-	-	9,395
Tower repairs	37,129	-	-	-	37,129	-
Sunnyside project	15,817	-	-	-	15,817	-
Piano	5,684	-	7,030	-	12,714	-
Church Running exps	6,695	-	185	-	6,880	7,673
Church Maintenance	9,734	-	-	-	9,734	4,320
Upkeep of Services	476	-	-	-	476	666
Junior Church & Youth	687	-	106	-	793	826
Music	11,447	-	-	-	11,447	10,696
Outreach & Evangelism	596	-	-	-	596	-
Church Halls Running Costs	17,255	-	-	-	17,255	14,902
Parish Office Expenses	3,304	-	-	-	3,304	3,867
Administrator	10,615	-	-	-	10,615	10,616
Miscellaneous	165	-	-	-	165	227
Bank Charges	49	-	-	-	49	43
Bell ringers Fund	-	-	959	-	959	342
Flower Funds	-	-	1,707	-	1,707	485
Social Committee	-	-	124	-	124	-
Coffee Shop	-	-	434	-	434	3,576
Open House	-	-	257	-	257	270
Women's Club	-	-	248	-	248	-
Tea & Toys Toddler Group	-	-	-	-	-	54
Teddies	-	-	586	-	586	19
St. Swithun's Choir	-	-	375	-	375	-
Management Group						120
Accountancy Fees	3,000	-	-	-	3,000	3,000
Computerisation of accounts	-	-	-	-	-	240
Total Resources	239,650	-	14,779	15	254,444	308,087
Expended	242,150	-	14,779	15	256,944	310,636

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead - Annual Report for 2021

Detailed notes to the Statement of Financial Activities

OUTWARD GIVING DONATIONS - MISSIONARY & CHARITABLE GIVING

Overseas	Total £	Home	Total £
USPG	2,363	Diocesan Family Support Work	1,620
Mission Aviation Fellowship	1,000	St. Catherine's Hospice	1,520
Embrace the Middle East	900	Crawley Open House	1,000
Practical Action	800	Church Army	700
Mercy Ships	600	Chestnut Tree House Children's Hospice	700
CMS	500	East Grinstead Food Bank	700
Mission to Seafarers	500	Samaritans Tunbridge Wells	400
Tear Fund	400	Jigsaw	320
Send a Cow at Harvest	400	Sussex Pathways	300
Bible Society	400	Parkinson's UK	194
		Children's Society	64
	<u>7,863</u>		<u>7,518</u>

Accounts



**The Parochial Church Council of the Ecclesiastical Parish
of St Swithun's, East Grinstead**

**Annual Report and
Financial Statements**

For the year ended 31 December 2020

Incumbent

Reverend Andrew Hawken
St. Swithun's Church Parish Office
St. Swithun's Close
East Grinstead
West Sussex
RH19 3BB

Bank

Barclays Bank
17 - 21 High Street
East Grinstead
West Sussex
RH19 3AH

Independent Examiners

Richard Place Dobson Services Limited
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Charity Registration Number 1131405

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Annual Report and Financial Statements

of the

Parochial Church Council for the year ended 31 December 2020

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The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead – Annual Report for 2020

Administrative information and Membership

St. Swithun's Church is situated just off the High Street in East Grinstead. It is part of the Diocese of Chichester within the Church of England. The correspondence address is The Parish Office, St. Swithun's Church, East Grinstead, West Sussex, RH19 3BB.

The Parochial Church Council (PCC) has registered with the Charity Commission as required by the Charities Act 2011 as at 27 August 2009.

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

Clergy:	The Reverend Andrew Hawken	Vicar and Chairman
	The Reverend Canon Julia Peaty	Associate Priest and Self Supporting Minister
	The Reverend Karen Higgs	Assistant Curate Self Supporting Minister

Churchwardens:

Linda Bryant *	Vice Chairman
John Ellis *	Vice Chairman
Nicola Pickstock	Deputy Church Warden

Representatives on the East Grinstead Deanery Synod:

Linda Bryant *	
Jeremy Kaye	Hon Treasurer
Deborah Matthews	
John Ellis *	
Lynn Ellis	
Moeena Winsor	

Elected members:

Roger Collins	(St Barnabas)
Penny Fisher	(St Luke's)
Myra Latham	
Caroline Metcalfe	
Andrew Milton-Thompson	
Jean Parsons	(St Luke's)
Alexandra Byrne	
Vivienne Hobbs	
Christopher Russell	
Elaine Radcliffe	
Kate Mooney	
Frank Allum	
Nicola Pickstock	PCC Secretary
Bryn Frankhuizen	(Co-opted)

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead – Annual Report for 2020

Structure, Governance and Management

The Parochial Church Council (PCC) is the executive committee of a Church of England parish. Legally the council is responsible for the financial affairs of the church parish and the maintenance of its assets, such as churches and church halls, but the council also acts as a focus for church affairs in the parish.

Membership of the Parochial Church Council is determined under the Church Representation Rules and consists of certain ex-officio members (eg. the Vicar and Curate), the Churchwardens and members of the Deanery, Diocesan or General Synods and up to 15 members of the church who are elected at the Annual Parochial Church Meeting (APCM).

Members of the Parish are warmly encouraged to stand for election to the PCC and Deanery Synod and we try to ensure a balance of skills and experience where possible.

Aim and Purpose

St Swithun's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Andrew Hawken, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Hall, St Barnabas Church, and St Luke's Community Room.

Objectives and Activities

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

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

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- To facilitate this work, it is important we maintain the fabric of the Parish Church.

Achievements and Performance

The Coronavirus Pandemic has seriously impacted on our achievements and performance during the year. Below are details of how we have adapted to cope with this unusual situation.

This year has been particularly challenging with two long periods of lockdown due to the Coronavirus Pandemic. In the first lockdown all places of worship were closed by the Government. However, we were able to provide a regular service Sunday by Sunday by recording the Eucharist, the organ voluntaries and choir anthems. These were compiled into a short film and streamed online via YouTube and Facebook. Those without digital facilities at home were provided with 'Spiritual Guidance' in printed format and these were delivered each week by volunteers from the church. In addition to this weekly provision the Vicar was able to live-stream Morning and Evening Prayer most days via St Swithun's Facebook Page. Special Feast Days were marked with extra recorded services including Choral Evensong for Harvest, An All Souls Service of Remembrance and a Service of Advent Carols and Readings. We were able to hold a Christingle Service in church for our young families, but the annual Crib Service had to be recorded and shown via Facebook and on the Church Website.

All these services have been well received by the community and have been seen by others further afield in Canada, New Zealand and in the UK via technology. The statistics online and the feedback has been good and included many favourable comments from viewers as well as letters of appreciation being received.

All are welcome at our regular services, although we introduced a ticketing system during the Pandemic to comply with the Government requirements on Social Distancing and Track and Trace. At 31st December 2020 there are 357 people on the Church Electoral Roll, 262 resident in the parish and 95 non-resident members. 9 were added to the roll during the year and 5 were removed either through death or moving away from the parish. The average weekly attendance, when we were permitted to have a socially distanced congregation, was 120.

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4 weddings were celebrated in the church this year while many others have been postponed until Pandemic restrictions are lifted. Only 6 children were baptised in church in the past year for the same reason. The number of funerals held in St Swithun's Church (10) and the number held in the Cemetery (graveside) or at the Crematorium was 35. It is acknowledged that the number of funerals in general being taken by Clergy in the UK is decreasing and this parish reflects that demographic despite our own efforts to ensure good relationships with our Funeral Directors in East Grinstead who are the first point of call for bereaved families in the parish.

Deanery Synod

Six members of the laity represent the parish on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. This year the Synod has only met on Zoom for essential business.

St Luke's Community Room

As part of our outreach to the community we support the work of the Quarry Café run by Sarah Howland out of St Luke's CR. During the Pandemic the Café has been closed but the Community Fridge and the availability of food, both fresh and cooked meals, has continued for those who need it. The food is donated in large by supermarkets and others and is delivered free of charge to anyone in need. Sarah was recognised during the year for her work by the High Sherriff of West Sussex who presented her with her award in the summer when we were able to meet in person. The Mayor of East Grinstead was also present.

Pastoral Care

During the Pandemic it has not been possible to continue with visits to our Residential Care Homes but we have maintained contact with the staff in those homes. They also access our online worship resources and have found these helpful for the residents. The Pastoral Care Group continues to be led by Lynn Ellis and much good work has continued by telephone especially to those who had to isolate themselves completely. The congregation at St Luke's also arranged to telephone everyone in that small congregation on a regular basis during the year.

Re-ordering at St Swithun's

During the year Phase 1 of the reordering project was completed including the restoration of the South Porch floor with the introduction of new glass inner doors. This has made the entrance to the building more welcoming from the High Street. At the West Entrance the floor has been restored, new lighting introduced and glass inner doors, all adding to the welcoming effect. Just inside the West doors the Baptismal Font has been moved to a new position in the South Aisle and a Baptistry area created. This gives an excellent view into the church from the West porch and also facilitates much easier movement in and out of the building for both wedding and funeral parties in particular. The PCC also carried out some long overdue restorative work on the pipe organ. Outside the building the Protestant Martyrs Memorial stones were cleaned and conserved with a generous donation from the St Swithun's Restoration Trust and other local charities. The tomb of The Revd John Mason Neale also benefited from cleaning and conservation work.

Ecumenical Relationships

The Vicar handed on the Chairmanship of Churches Together in East Grinstead to Dan Baptist of the Jubilee Community Church at the Annual Meeting early in 2020. A Good Friday service was produced online with all the churches taking part as this was during the first period of national lockdown. During the Autumn the ministers continued to meet on Zoom and a Christmas Celebration was recorded for presentation on YouTube. These were well received by the people of East Grinstead.

Andrew Hawken, Vicar of East Grinstead, St Swithun.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead – Annual Report for 2020

Statement on Public Benefit

The members of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the PCC.

The PCC believes that, by promoting the work of the Church of England in the Parish of St. Swithun, East Grinstead, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively and that in doing so, it provides a benefit to the public by:

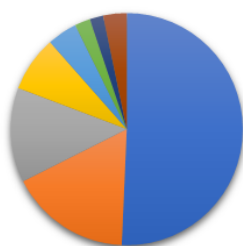
(i) providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and

(ii) promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole.

Financial Review

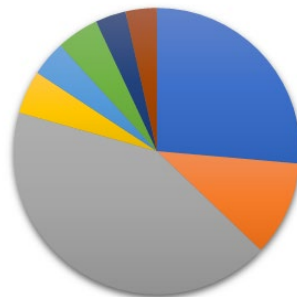
1. The total receipts on general unrestricted funds received were £199,407 (2019: £232,916) and are detailed in the financial statements.
2. The planned giving through bankers' orders and envelopes declined by 12% compared to the previous year.
3. The PCC received one legacy during the year of £8,375 and a donation of £1,000 in memory of a member of the congregation.
4. Parish expenditure excluding items within the restricted or endowment funds totalled £300,403 (2019: £212,106).
5. The net result for the year was an excess of expenditure over income of £80,214 after revaluation of investments (2019: Excess of income over expenditure £77,947). After adding back bank and deposit balances at the beginning of the year, the unrestricted fund balance carried forward is £77,582 (2019: £88,578).
6. Energy statistics – The PCC spent £5,662 on gas and £4,247 on electricity during the year, consuming 164,468kWh of gas and 24,287kWh of electricity.
7. The following table shows the percentage contribution to income and expenditure:

Income



■ Planned Giving - 51%	■ Investment Income - 17%
■ Tax Recovered - 13%	■ Other Giving - 8%
■ Hall Letting - 4%	■ Fees - 2%
■ Car Park - 2%	■ Other - 3%

Expenditure



■ Parish Share - 26%	■ Church Costs - 11%	■ Reordering - 42%
■ Administration - 5%	■ Other Charities - 4%	■ Hall - 5%
■ Music - 3%	■ Other - 4%	

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PARISH PLANNED GIVING IN 2020

All giving excluding plate collections amounted to £103,167 and receipt of an additional £23,693 in Gift Aid brought the total up to £126,860. This was a worrying 12% below the equivalent figure for 2019. Some of this was due to the COVID-19 situation with fewer services and the suspension of envelope and cash collections from March, but there have also been reductions in some of the other types of giving.

Electoral Roll Giving

Giving by Electoral Roll members through Bank Standing Order or Direct Debit, Weekly Envelope, Gift Aid Envelope, Online Giving and through the Charities Aid Foundation (CAF) or Workplace Giving Schemes in 2020 totalled £103,167, a fall of 11.5% over the equivalent total in 2019.

The number of people on the Electoral Roll who donated at some point during the year fell slightly to 176. Although we gained a few new givers, the losses included several donors who had given very generously in previous years. Average giving per donor fell by 6.2% from £12.19 per week in 2019 to £11.44 last year. Three fifths of our donors gave less than £10 a week on average.

Income from the Parish Giving Scheme (PGS) was very close to that of last year. Six new donors joined the scheme, including three who switched from Weekly Envelope giving. Two donors passed away during the year. 31 of our 78 donors opted into the facility to increase their payments by the annual rate of inflation at some point during the year; despite this the total amount given of £53,626 is slightly less than was given in 2019. PGS income is now over half of our total Planned Giving income.

Bank Standing Orders (STOs) accounted for 36% of our Planned Giving income. There were 3 new donors in the year, one of whom switched from Weekly Envelope giving and 7 of our 70 donors stopped giving for various reasons. Only one donor increased their monthly or quarterly payments during the year while two reduced their giving. This resulted in donations falling by 9% compared with 2019.

We had 14 Weekly Envelope donors at the beginning of last year. They donated £1,393 before cash donations were stopped in March (a normal year's total is usually between £6,000 and £7,000). Similarly, Yellow Gift Aid Envelope donations were only £155; however some envelope givers gave by cheque for the rest of the year resulting in income of £7,315 which was 4% lower than in 2019. Income from CAF and other workplace giving schemes fell by 79% to £1,130 due to one particularly generous donor moving away in late 2019.

In May a new online giving scheme through Churchdesk and STRIPE was introduced which attracted 43 donations from 13 donors totalling £2,808. However, commission charges of £82 (2.6% plus 20p per donation) reduced the amount paid to the church.

88% of our Planned Giving was gift aided which added a further £23,692 to our income. This was over 6% lower than last year.

Over the last few years, the level of donations by Electoral Roll givers has been falling behind the annual rate of inflation. The COVID-19 rules and lockdowns have distorted the figures somewhat for 2020; several former cash envelope and plate givers have changed to other payment methods, but a number have not. Whilst being aware that many cash and online donors may not be able to increase their giving because of the financial effects of lockdown it is hoped that some may be persuaded to change their giving to more regular methods such as Bank Standing Orders or Direct Debits. Many of our more established planned giving donors have not increased their donations for several years and it is hoped that some will consider doing so, if only to keep up with inflation.

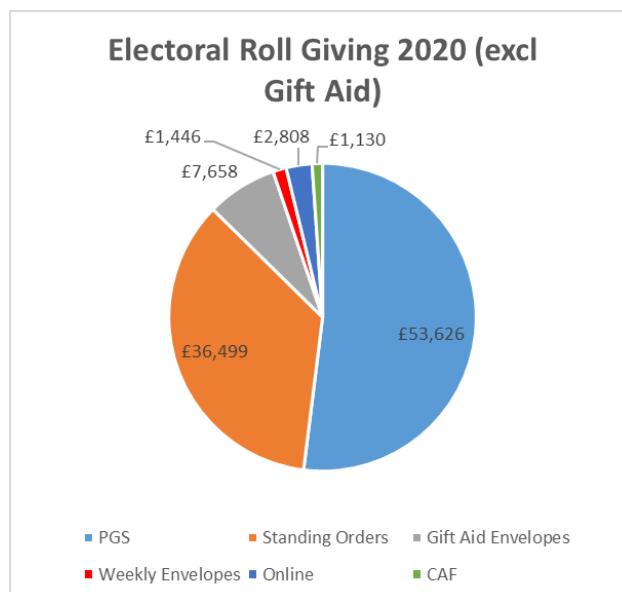
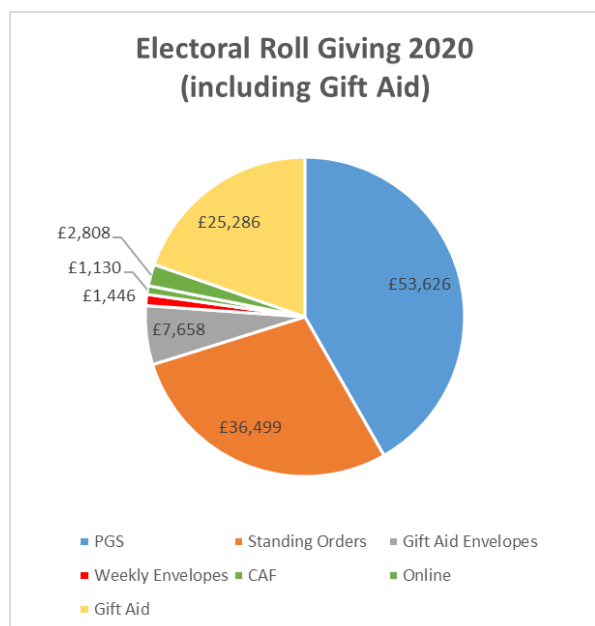
Residents' and Visitors' Giving

Gift Aided donations from 2 East Grinstead residents – i.e. those not on the Electoral Roll but with an RH19 address – and 5 other visitors totalled £55 before lockdown stopped us from handling cash. This is clearly way below what we would normally expect to receive but even in normal times there is little we can do to manage the level of giving by these people.

Plate Collections

Through the HM Revenue & Customs Gift Aid for Small Donations Scheme we can claim a top-up payment from cash put into collections in each of our three churches without the donors having to sign Gift Aid declarations. As with other cash schemes receipts were considerably down on what we would normally expect, and we were only able to claim an additional £282 on money received between January and March 2020.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead – Annual Report for 2020



JOHN MONKS
Confidential Giving Secretary

21 February 2021

Reserves Policy

It is PCC policy to maintain a balance on unrestricted cash resources which equates to at least six months unrestricted payments to cover emergency situations that may arise from time to time. Current unrestricted cash resources have been maintained at six months budgeted expenditure. This includes certain cash resources held in deposit accounts and the investment funds, which are included within the accounts in the designated fund balance. The Parochial Church Council has a list of projects for outreach and improvements to the parish church which will involve repairs to the tower and necessary work on the organ. Planning has commenced in relation to further reordering improvements. These, together with work arising following the forthcoming quinquennial inspection, would make significant inroads on the existing reserves. It is the PCC policy to invest fund balances in excess of immediate requirements in the C.B.F. Church of England deposit fund. From the end of 2015 the Parochial Church Council has amended its investment policy to place funds in the C.B.F Church of England investment, fixed interest and property funds as well as its deposit fund.

Investment Policy

Assets not immediately required for the Charity's own use will be invested to achieve a balance of income and capital growth, subject to accepting only a moderate level of risk. The Parochial Church Council has adopted a responsible investment policy. All investments are held in accordance with Church of England ethical investment guidelines.

Risk Management

The principal risks faced by the Charity have been assessed by the trustees and a risk register has been produced to manage the risks and is regularly updated and monitored. A fresh review has been undertaken in accordance with the Criminal Finances Act 2017.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun, East Grinstead – Annual Report for 2020

The Trustees have given consideration to the Charities SORP (Statement of Recommended Practice) Committees advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants and donations from supportive and solvent funders.

Approved by the Parochial Church Council on and signed on their behalf by;

.....
The Reverend Andrew Hawken (PCC Chairman)

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN'S, EAST GRINSTEAD

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 11 to 22.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

D Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Chartered Accountants
1 – 7 Station Road
Crawley
West Sussex
RH10 1HT

Dated:

**The Parochial Church Council of the Ecclesiastical Parish of St Swithun's,
East Grinstead
Statement of Financial Activities
for the year ended 31 December 2020**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Year Ended 31 Dec 2020 Total Funds £	Year Ended 31 Dec 2019 Total Funds £
Notes							
INCOMING RESOURCES							
Donations and Legacies	2a	135,320	-	10,697	-	146,017	167,828
Other fundraising Activities	2b	3,829	-	-	-	3,829	7,233
Investments	2c	34,076	-	-	15	34,091	36,378
Church Activities	2d	17,826	-	1,702	-	19,528	42,804
Total Incoming Resources		191,051	-	12,399	15	203,465	254,243
RESOURCES EXPENDED							
<u>Costs of Raising Funds</u>							
Voluntary Income	3a	-	-	-	-	-	-
Fundraising Costs	3b	-	-	-	-	-	1,236
Costs of renting property	3c	2,549	-	-	-	2,549	2,290
<u>Expenditure on Charitable Activities</u>							
Church Activities	3d	297,854	-	5,418	4,815	308,087	233,601
Total Resources Expended		300,403	-	5,418	4,815	310,636	237,127
Net Incoming Resources before gains / (losses) on investments and transfers		(109,352)	-	6,981	(4,800)	(107,171)	17,116
Revaluation on investments		-	26,976	-	-	26,976	60,831
Transfers between funds		90,000	(90,000)	(88)	88	-	-
Net Movement in Funds		(19,352)	(63,024)	6,893	(4,712)	(80,195)	77,947
Reconciliation of Funds							
Total Funds Brought Forward At 1 January 2020		88,578	1,015,476	33,735	7,402	1,145,191	1,067,244
Total Funds Carried Forward at 31 December 2020		69,226	952,452	40,628	2,690	1,064,996	1,145,191

**The Parochial Church Council of the Ecclesiastical Parish of St Swithun's,
East Grinstead
Balance Sheet as at
31 December 2020**

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Funds £	2020 £	2019 £
FIXED ASSETS	7	-	450,000	-	-	450,000	450,000
INVESTMENTS							
Investment Fund	8	-	502,452	-	-	502,452	570,188
TOTAL FIXED ASSETS		-	952,452	-	-	952,452	1,020,188
CURRENT ASSETS							
Debtors	9	10,829	-	-	-	10,829	12,961
Bank Current Accounts		52,116	-	31,564	2,690	86,370	68,046
Bank Reserve Accounts		78	-	-	-	78	78
Central Board of Finance		17,571	-	-	-	17,571	37,432
Restricted Bank & Building Society Accounts		-	-	8,896	-	8,896	11,621
Cash in Hand		156	-	168	-	324	363
Total Current Assets		80,750	-	40,628	2,690	124,068	130,501
LIABILITIES							
Amounts Falling Due Within One Year	10	(11,524)	-	-	-	(11,524)	(5,498)
Net Current Assets		69,226	-	40,628	2,690	112,544	125,003
NET ASSETS		69,226	952,452	40,628	2,690	1,064,996	1,145,191
FUNDS							
Unrestricted	11	69,226	-	-	-	69,226	88,578
Designated	11	-	952,452	-	-	952,452	1,015,476
Restricted	11	-	-	40,628	-	40,628	33,735
Endowment	11	-	-	-	2,690	2,690	7,402
		69,226	952,452	40,628	2,690	1,064,996	1,145,191

Approved by the PCC on and signed on their behalf by;

.....
The Reverend Andrew Hawken (PCC Chairman)

.....
Jeremy Kaye (PCC Treasurer)

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES

(a) Accounting Convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments and freehold land and buildings which are included at market value.

(b) Funds Accounting

Funds held by the PCC are:

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

Restricted funds – monies subject to specific conditions imposed by the donor or fundraising events held for particular purposes. Any balance remaining unspent at the year-end is carried forward as a balance on that fund.

Endowment funds – funds the capital of which 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.

Designated funds – general funds set aside for use by the PCC for a specific purpose.

(c) Incoming Resources

All incoming resources are accounted for gross, with the exception of church fees, which are shown net of the fees paid to the diocese, for whom the PCC acts as an agent.

Voluntary Income; Collections are recognised when received. Planned giving receivable is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income to which they relate is received. Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

Gains and Losses on Investments

Realised gains are recognised when the investment is sold. Unrealised gains and losses are accounted for on revaluation.

(d) Expenditure recognition

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

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 share is accounted for when paid.

(e) Support and Governance Costs

Support costs have been split between governance costs and support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit, legal fees and bank charges. Support costs relate to all costs associated with running the church and the church hall including costs such as light and heat, insurance, salary costs etc.

All support and governance costs are in relation to charitable activities which only include one heading of church activities.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES (cont)

(f) Fixed Assets

Tangible Fixed Assets; Consecrated and beneficed property of any kind is excluded from the Financial Statements by Section 96(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventories, which can be inspected. Such assets have not been valued in the Financial Statements. All expenditure on consecrated or beneficed buildings and individual items costing under £700 are written off in the year they were incurred.

Where fixed assets have been donated, they are included in the balance sheet at their current value at the date of the gift and also included in the Statement of Financial Activities as an incoming resource.

Freehold land and buildings are included at a valuation, details of which are included in note 7.

Depreciation; Depreciation is calculated to write down the cost less estimated residual value of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rate applicable to the office equipment is 25% straight line. No depreciation is provided on freehold property and its valuation is detailed in note 7. The residual value is estimated to be in excess of the cost of the property, which makes any depreciation charge immaterial. Such property will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

(g) Investments

Investments are initially recognised at their transaction value and subsequently measured at the market value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The trust does not acquire or use put options, derivatives or other complex financial instruments. All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised gains and losses are combined in the Statement of Financial Activities.

(h) Current Assets

Amounts owing to the PCC at 31 December in respect of hall hire charges and other income, as well as repayment of Council Tax are shown as debtors, less any provision for amounts considered uncollectable.

2. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
(a) Voluntary Income	135,320	-	10,697	-	146,017
Including planned giving and income tax recoverable					
(b) Activities for Generating Funds	3,829	-	-	-	3,829
Including car park charges and fund raising events					
(c) Investment Income	34,076	-	-	15	34,091
(d) Income from Church Activities	17,826	-	1,702	-	19,528
Including hall lettings and church fees					
Total Incoming Resources	191,051	-	12,399	15	203,465

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

2. INCOMING RESOURCES (cont)

2019 COMPARATIVES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £
(a) Voluntary Income	157,748	-	10,080	-	167,828
Including planned giving and income tax recoverable					
(b) Activities for Generating Funds	7,233	-	-	-	7,233
Including car park charges and fund raising events					
(c) Investment Income	35,989	-	-	389	36,378
(d) Income from Church Activities	31,946	-	10,858	-	42,804
Including hall lettings and church fees					
Total Incoming Resources	232,916	-	20,938	389	254,243

Income tax recoverable amounting to £23,693 (2019: £26,881) includes a provision of £8,455 (2019: £8,515), which represents tax recoverable on gift aided donations for the period from 6 April 2020 to 31 December 2020 other than under the PGS scheme which credits tax recoverable at the time the donation is made. Repayment of this tax will not be received until the gift aid claim is approved by HM Revenue and Customs for the period to 31 December 2020.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

3. RESOURCES EXPENDED

	Church Activities £	Support and Governance costs £	Total 2020 £
(a) Cost of generating Voluntary Income	-	-	-
(b) Fund Raising Trading Costs	-	-	-
(c) Cost of renting property	2,549	-	2,549
 (d) Church Activities			
General church activities (as below)	133,117	45,401	178,518
Reordering costs	129,569	-	129,569
 Total Resources Expended	265,235	45,401	310,636

2019 COMPARATIVES

	Church Activities £	Support and Governance costs £	Total 2019 £
(a) Cost of generating Voluntary Income	-	-	-
(b) Fund Raising Trading Costs	1,236	-	1,236
(c) Cost of renting property	2,290	-	2,290
 (d) Church Activities			
Including parish contribution, hall running expenses, admin cost, church maintenance and outward giving	178,204	55,397	233,601
 Total Resources Expended	181,730	55,397	237,127

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

3. Resources Expended (cont)

In 2020 the expenditure on charitable activities was £308,087 (2019: £233,601) of which £297,854 (2019: £208,539) was unrestricted and designated, £5,418 (2019: £15,272) was restricted and £4,815 (2019: £9,794) was endowment costs.

Payments were made to the Independent Examiner of £3,000 (2019: £3,000) for independent examination fees and £240 (2019: £960) for other services.

4. ALLOCATION OF SUPPORT AND GOVERNANCE COSTS

A breakdown of the support and governance costs which are included within Church Activities.

	Total 2020 £	Total 2019 £
Support Costs		
Staff Costs - Administration	10,616	10,398
Church Running costs and maintenance	12,733	16,393
Hall Running costs	14,902	17,328
Office expenses	3,867	7,294
	42,118	51,413
Governance Costs		
Bank charges	43	24
Independent Examiner costs	3,240	3,960
	3,283	3,984
Total	45,401	55,397

5. STAFF COSTS

Number of employees

The average monthly number of employees during the year was:

	2020 Numbers	2019 Numbers
Administrator	1	1
Organist	1	1
Cleaners	3	3
	5	5

	2020 £	2019 £
Wages and Salaries	22,283	23,871
Pension costs	128	114
	22,411	23,985

The Youth Worker, Mrs Deborah Matthews, who is a member of the PCC, was paid £2,077 until April 2019. However, she was not present when her salary is discussed / reviewed.

There were no employees whose annual remuneration was £60,000 or more.

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them nor other related parties.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

6. PARISH SHARE

The contribution of £82,000 paid to the Chichester Diocesan Fund and Board of Finance represents the cost of stipend, pension, national insurance contributions and housing for one clergyman of £43,904; Training and clergy support £11,958, ministry support costs £2,871, parish support services £12,083, and national church responsibilities £3,219, totalling £74,035 and an additional payment of £7,965. Wedding and funeral fees are also paid to the diocese totalling £9,858.

7. FIXED ASSETS

	Freehold Land & Buildings £	Office Equipment £	TOTAL £
Tangible fixed assets			
Gross Book Value			
At 1 January 2020	450,000	11,509	461,509
At 31 December 2020	450,000	11,509	461,509
Depreciation			
At 1 January 2020	-	11,509	11,509
Provided in the year	-	-	-
At 31 December 2019	-	11,509	11,509
Net Book Value			
At 31 December 2019	450,000	-	450,000
At 31 December 2020	450,000	-	450,000

Comparable Historical cost for the buildings included at valuation:

	Total 2020 £	Total 2019 £
Cost	310,000	310,000
Accumulated Depreciation	-	-
	310,000	310,000

The freehold buildings comprise:

21 Bourg de Peage Avenue, purchased for occupation by the curate and his family in April 2008 for £310,000 was funded in part by a Diocesan loan repaid in October 2014. It was included at valuation by Park & Bailey at 26 January 2009 of £290,000. The trustees have looked at market conditions and similar property sales and have revalued this property to £340,000 in December 2014.

Sunnyside Hall, this building became vested in the Parochial Church Council on 25 March 2007, when the previous lease terminated. It is included at valuation by Park & Bailey at 26 January 2009 of £100,000. The trustees have considered the 2009 valuation and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

The Church Hall is an extension to the church, is built on consecrated land, cannot be sold separately to the main Church and being inalienable it is not considered appropriate to place any value on it.

The Freehold land comprises two plots on the southside of East Grinstead known as lots 1479 and 1876 in the Deeds. Lot 1479 is on Coombe Hill Road and lot 1876 is at the corner of Coombe Hill Road and West Hoathly Road.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

7. FIXED ASSETS (cont)

The Parochial Church Council considers that these plots have a current value of £10,000 and they have been so valued by Park & Bailey. The trustees have considered the 2009 valuations and after comparing to market conditions, the trustees consider the 2009 valuation is still valid.

In accordance with the Statement of Recommended Practice, the trustees undertook a revaluation of the fixed assets at December 2014.

The office equipment comprises two office computers, a Risograph printer and ChurchDesk©.

8. INVESTMENTS

Investment Shares:	Designated Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Market Value as at 1 January 2020	565,476	-	565,476	514,424
Sales	(90,000)	-	(90,000)	-
Transfer to diocese	-	-	-	(9,779)
Gain on Revaluation	26,976	-	26,976	60,831
Market Value as at 31 December 2020	502,452	-	502,452	565,476
Accumulated Income:				
As at 1 January 2020	-	4,712	4,712	4,338
Income for the year	-	275	275	374
Withdrawn	-	(4,987)	(4,987)	-
As at 31 December 2019	-	-	-	4,712
	502,452	-	502,452	570,188

Historical Cost (designated investment)

At 31 December 2020	395,000
At 31 December 2019	485,000

Following the sale of St. Luke's Clergy House and the church, the Parish invested the sales proceeds. Income received on investments is initially reflected as investment income within designated funds. This is then transferred to unrestricted funds as it is considered to represent unrestricted income and is available for use as the trustees see fit.

Date	Shares acquired	No of shares	Cost (£)
November 2014	CBF Fixed Interest Securities Fund (income)	164,915.71	270,000
November 2014	CBF Investment Fund (income)	3,752.96	50,000
August 2015	CBF Fixed Interest Securities Fund (income)	60,679.61	100,000
August 2015	CBF Investment Fund (income)	1,805.47	25,000
March 2017	CBF Investment Fund (income)	3,208.73	50,000
June 2017	CBF Investment Fund (income)	7,057.03	115,000
April 2018	CBF Investment Fund (income)	3,947.58	62,500
April 2018	CBF Property Fund (income)	44,751.54	62,500
	Shares sold		Proceeds (£)
November 2016	CBF Fixed Interest Securities Fund (income)	5,901.10	10,000
June 2017	CBF Fixed Interest Securities Fund (income)	66,751.80	115,000
April 2018	CBF Fixed Interest Securities Fund (income)	76,627.28	125,000
August 2020	CBF Fixed Interest Securities Fund (income)	53,345.98	90,000

The investment shares used to include 592 shares in the CBF Investment Fund (income) shares, which has now been transferred. Investments are held primarily to provide an investment return for the church.

All investment assets are held in the UK.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

9. DEBTORS

	Total 2020 £	Total 2019 £
Prepayments and Accrued Income	2,374	3,996
Gift aid Tax Reclaim	8,455	8,515
Other debtors	-	450
	<u>10,829</u>	<u>12,961</u>

Included within debtors for 2020 are unrestricted debtor balances of £10,829 (2019: £12,961) and £Nil (2019: £NIL) relating to restricted funds.

10. CREDITORS

Amounts Falling Due Within One Year

	Total 2020 £	Total 2019 £
Accruals for Utilities	2,197	1,880
Other Creditors	9,327	3,618
	<u>11,524</u>	<u>5,498</u>

Creditor balances were as follows: Unrestricted £11,524 (2019: £5,498), restricted £Nil (2019: £NIL).

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

11. STATEMENT OF FUNDS

The designated fund includes £140,000 (2019: £140,000) of revaluation gains and losses relating to fixed assets and £107,639 (2019: £84,203) relating to fixed asset investments.

STATEMENT OF FUNDS 2020

	Bal B/fwd 1 Jan 20 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 20 £
Designated Funds					
Land and building	450,000	-	-	-	450,000
Investments	565,476	-	-	(63,024)	502,452
	1,015,476	-	-	(63,024)	952,452
Unrestricted Funds	88,578	191,051	(300,403)	90,000	69,226
Restricted Funds					
Outward Giving Donations	-	472	(472)	-	-
St Swithun's Chancel Trust	-	275	-	(88)	187
St Swithun's:					
Flower Fund	480	538	(485)	-	533
Bell ringers Fund	2,181	224	(342)	-	2,063
Social Committee	750	90	-	-	840
Coffee Shop	5,540	353	(3,546)	-	2,347
Vicar's Discretion	55	-	-	-	55
Open House	424	150	(270)	-	304
Choir Management Group	793	165	(120)	-	838
Donations to Floodlighting Sponsorship	150	95	(80)	-	165
Fabric Fund	5,504	8,956	-	-	14,460
Youth Donations	368	-	-	-	368
Verger's Fees	225	-	(30)	-	195
Piano Fund	6,030	900	-	-	6,930
St Luke's:					
Flower Fund	135	-	-	-	135
Women's Club	203	45	-	-	248
Tea and Toys Toddler Group	952	115	(54)	-	1,013
Teddies	584	21	(19)	-	586
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	-	-	4,791
Sunnyside Rent Deposit	847	-	-	-	847
	33,735	12,399	(5,418)	(88)	40,628
Endowment Funds					
St Swithun's Chancel Trust (see note)	4,712	-	(4,800)	88	-
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	180	-	-	-	180
	7,402	15	(4,815)	88	2,690
	1,145,191	203,465	(310,636)	26,976	1,064,996

The endowment funds comprise the following:

- (i) From 2019 only the income from St. Swithun's Chancel Trust held by the Diocese of Chichester is available to the parish and income accumulated is £187 (2018: £4,712) which may be applied towards the church insurance premium and £4,800 was applied during the year. The Chancel Trust Fund will now be treated as a restricted fund..
- (ii) Betchley Trust Fund held on behalf of St. Luke's Church in the CBF Deposit Fund with a value of £2,510, the interest on which contributes to the curate's stipend.
- (iii) St. Swithun's Crawford Trust Fund held in the CBF Deposit Fund with a value of £180 (2019: £180) the interest on which is available to maintain a Sanctuary lamp.
- (iv) The designated fund represents funds which are tied up in the property and the investments held by the client, these funds are not easily accessible and are amended in line with the value of the property and investments held in the accounts.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Notes to the Financial Statements for the year ended 31 December 2020

11. STATEMENT OF FUNDS CONTINUED

STATEMENT OF FUNDS 2019

	Bal B/fwd 1 Jan 19 £	Income £	Expenditure £	Transfers, Other Gains & Losses £	Bal C/fwd 31 Dec 19 £
Designated Funds					
Land and building	450,000	-	-	-	450,000
Investments	504,645	-	-	60,831	565,476
Repairs	-	-	-	-	-
	954,645	-	-	60,831	1,015,476
Unrestricted Funds	67,723	232,916	(212,061)	-	88,578
Restricted Funds					
Outward Giving Donations	45	4,845	(4,890)	-	-
St Swithun's:					
Flower Fund	511	2,556	(2,587)	-	480
Bell ringers Fund	1,986	1,825	(1,630)	-	2,181
Social Committee	1,181	1,129	(1,560)	-	750
Coffee Shop	5,374	1,578	(1,412)	-	5,540
Vicar's Discretion	385	-	(330)	-	55
Open House	347	701	(624)	-	424
Choir Management Group	633	1,600	(1,440)	-	793
Donations to Floodlighting Sponsorship	20	330	(200)	-	150
Fabric Fund	4,919	585	-	-	5,504
Youth Donations	440	70	(142)	-	368
Verger's Fees	255	-	(30)	-	225
Piano Fund	1,710	4,320	-	-	6,030
St Luke's:					
Flower Fund	135	-	-	-	135
Women's Club	158	45	-	-	203
Tea and Toys Toddler Group	-	1,045	(93)	-	952
Teddies	609	309	(334)	-	584
Fabric Fund	3,723	-	-	-	3,723
St Barnabas Fabric Fund	4,791	-	-	-	4,791
Sunnyside Rent Deposit	847	-	-	-	847
	28,069	20,938	(15,272)	-	33,735
Endowment Funds					
St Swithun's Chancel Trust (see note)	14,118	373	(9,779)	-	4,712
Betchley Trust Fund	2,510	15	(15)	-	2,510
St Swithun's Crawford Trust	179	1	-	-	180
	16,807	389	(9,794)	-	7,402
	1,067,244	254,243	(237,127)	60,831	1,145,191

12. CONTRACTUAL COMMITMENTS

The Parochial Church Council has entered into contract with Pierre Renovation Limited for repairs to the tower stonework to the value of £33,500.

13. IMPACT OF COVID-19

As a direct consequence of the Coronavirus (COVID 19) pandemic, and in accordance with UK government guidelines St Swithun's PCC ceased all activity on 21 March 2020 for an indeterminate period.

At the date of approval of the accounts it has not been possible to quantify or ascertain with any certainty the financial impact of COVID-19. No adjustments have been made to any figures in the accounts as a result of the pandemic.

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Detailed notes to the Statement of Financial Activities

INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
(a) Voluntary Income						
Planned Giving	103,167	-	-	-	103,167	116,569
Collection at all Services	1,747	-	-	-	1,747	12,719
Sundry Donations and Appeals	6,713	-	2,047	-	8,760	11,659
Chancel Trust Grant	-	-	275	-	275	-
Income Tax Recoverable	23,693	-	-	-	23,693	26,881
Legacies	-	-	8,375	-	8,375	-
	135,320	-	10,697	-	146,017	167,828
(b) Activities for Generating Funds						
Car Park Charges	3,829	-	-	-	3,829	6,347
Other Fund Raising Events	-	-	-	-	-	886
	3,829	-	-	-	3,829	7,233
(c) Investment Income						
Dividends & Interest	17,756	-	-	15	17,771	20,058
Rental income	16,320	-	-	-	16,320	16,320
	34,076	-	-	15	34,091	36,378
(d) Income from Church Activities						
Church Hall Lettings	8,486	-	-	-	8,486	18,348
Church Fees	4,432	-	-	-	4,432	9,734
Bookstall	109	-	-	-	109	645
Rates refund	-	-	-	-	-	1,474
Feed in Tariff	1,624	-	-	-	1,624	519
Furlough scheme	2,428	-	-	-	2,428	-
Arts & Music Festival	-	-	-	-	-	942
Miscellaneous Income	747	-	-	-	747	354
Bell ringers Fund	-	-	224	-	224	1,825
Flower Funds	-	-	538	-	538	2,557
Social Committee	-	-	90	-	90	1,129
Coffee Mornings/Shop	-	-	353	-	353	1,578
Open House	-	-	150	-	150	701
Women's Club	-	-	45	-	45	45
Tea & Toddler Group	-	-	116	-	116	1,044
Teddies	-	-	21	-	21	309
St. Swithun's Choir Management Group	-	-	165	-	165	1,600
	17,826	-	1,702	-	19,528	42,804
Incoming Resources	191,051	-	12,399	15	203,465	254,243

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Detailed notes to the Statement of Financial Activities RESOURCES EXPENDED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
(a) Cost of generating Voluntary Income						
Envelope Scheme	-	-	-	-	-	-
(b) Fund Raising Trading Costs						
Bookstall & Baubles	-	-	-	-	-	1,236
(c) Cost of letting property	2,549	-	-	-	2,549	2,290
(d) Church Activities						
Missionary & Charitable Giving						
Church Overseas	6,200	-	360	-	6,560	7,198
Home Missions and other Church Societies	5,800	-	62	-	5,862	11,727
	12,000	-	422	-	12,422	18,925
Ministry Costs:						
Parish Share	81,985	-	-	15	82,000	80,000
Church Insurance	1,100	-	-	4,800	5,900	5,810
Other Clergy Costs	6,859	-	-	-	6,859	8,497
Capital Expenditure	9,395	-	-	-	9,395	23,019
Reordering Costs	129,569	-	-	-	129,569	-
Church Running exps	7,593	-	80	-	7,673	4,978
Church Maintenance	4,320	-	-	-	4,320	11,415
St Luke's Fit out	-	-	-	-	-	-
Upkeep of Services	666	-	-	-	666	1,563
Junior Church & Youth	776	-	50	-	826	3,262
Music	10,696	-	-	-	10,696	12,208
Outreach & Evangelism	-	-	-	-	-	330
Church Halls Running Costs	14,902	-	-	-	14,902	17,328
Arts & Music Festival	-	-	-	-	-	3,282
Parish Office Expenses	3,867	-	-	-	3,867	7,294
Administrator	10,616	-	-	-	10,616	10,398
Curate's Leaving Gift	-	-	-	-	-	-
Miscellaneous	227	-	-	-	227	1,667
Bank Charges	43	-	-	-	43	24
Bell ringers Fund	-	-	342	-	342	1,630
Flower Funds	-	-	485	-	485	2,587
Social Committee	-	-	-	-	-	1,560
Coffee Shop	-	-	3,576	-	3,576	1,594
Open House	-	-	270	-	270	624
Women's Club	-	-	-	-	-	-
Tea & Toys Toddler Group	-	-	54	-	54	93
Teddies	-	-	19	-	19	334
St. Swithun's Choir Management Group	-	-	120	-	120	1,440
Accountancy Fees	3,000	-	-	-	3,000	3,000
Computerisation of accounts	240	-	-	-	240	960
Transfer to diocese	-	-	-	-	-	9,779
	297,854	-	5,418	4,815	308,087	233,601
Total Resources Expended	300,403	-	5,418	4,815	310,636	237,127

The Parochial Church Council of the Ecclesiastical Parish of St Swithun's, East Grinstead

Detailed notes to the Statement of Financial Activities

OUTWARD GIVING DONATIONS - MISSIONARY & CHARITABLE GIVING

Overseas	Total £	Home	Total £
US	1,090	Diocesan Family Support Work	1,300
Mission Aviation Fellowship	1,090	St. Catherine's Hospice	1,000
Embrace the Middle East	990	Crawley Open House	800
Practical Action	800	Church Army	700
Mercy Ships	500	Chestnut Tree House Children's Hospice	700
CMS	500	East Grinstead Food Bank	700
Mission to Seafarers	490	Samaritans Tunbridge Wells	400
Tear Fund	400	East Grinstead Street Pastors	200
Send a Cow at Harvest	400	Royal British Legion	62
Bible Society	300		
	6,560		5,862