

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>

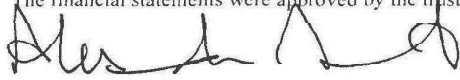
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST SWITHUN, EAST GRINSTEAD

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
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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	<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	<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
	<hr/>
At 31 December 2024	565,045
	<hr/>
Carrying amount	
At 31 December 2024	565,045
	<hr/>
At 31 December 2023	553,369
	<hr/>
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>

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>

21 Retirement benefit schemes

	2024	2023
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	164	149

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	-
	<u> </u>	<u> </u>

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2024	2023
	£	£
John Durrant	50	-
	<u> </u>	<u> </u>