

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CUCKFIELD

England & Wales · Charity number 1131432

Details

Other names	HOLY TRINITY CHURCH CUCKFIELD, HOLY TRINITY CUCKFIELD PCC, THE OLD SCHOOL CUCKFIELD
Status	Registered
Legal form	Previously excepted
Registered	2009-08-28
Register	View on the Charity Commission register

Contact

Address	The Church Office Old School Church Street Cuckfield Haywards Heath RH17 5JZ
Phone	01444456461
Email	office@holytrinitycuckfield.org
Website	www.holytrinitycuckfield.org

Activities

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

Activities: Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and bereaved. Teaching of Christianity through sermons, courses and small groups. Taking of religious assemblies in schools or in Church for schools. Promoting the whole mission of the Church. Supporting other charities in the UK and overseas.

Classification

- **How:** Makes Grants To Individuals, 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	£382,108	£286,465	-	-
2023-12-31	£591,115	£251,496	£936,601	4
2022-12-31	£372,105	£288,930	-	-
2021-12-31	£297,040	£344,083	-	-
2020-12-31	£241,549	£231,120	-	-

Trustees

Name	Role	Appointed
Daniel James Valentine	Chair	2023-11-22
CLIVE GORDON SIMMONDS		
Carolyn Jane Ponder		2020-04-01
DAVID RICHARD THUNDER		2013-11-03
Dick Whidborne		2023-05-21
Dr BRIAN DAVID CUTLER		2012-09-23
Dr JONATHAN MARK BERRY		2013-11-03
HILARY JANE TURNER-KING		2014-04-13
ISOBEL MARY SIMMONDS		
JACQUELINE ANNE ALLCOCK		2022-05-22
Jane Coan		2019-04-01
MARY JANE PAPE		2022-05-22
Nicholas Jones		2025-09-24
ROD MONTAGUE		
Rev STEPHEN MALCOLM CAPLE		2024-09-14

Linked charities

- CUCKFIELD OLD SCHOOL ECCLESIASTICAL CHARITY (1131432-1)

Accounts



Joyfully Serving Jesus

The Parochial Church Council
of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31ST DECEMBER 2024

Holy Trinity Church
The Church Office
The Old School
Church Street
Cuckfield
West Sussex RH17 5JZ

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Benefice of Cuckfield & Bolney
The Parochial Church Council
Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

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Incumbent:	The Revd Daniel Valentine The Vicarage 5 Barrowfield, Cuckfield West Sussex RG17 5ER
Independent Examiner:	Amy Beecroft FCA 19 Newton Road Lindfield West Sussex RH16 2NB
PCC Bankers:	Santander UK PLC BBAM, Bridle Road, Bootle Merseyside GIR 0AA Barclays Bank PLC South Road, Haywards Heath West Sussex RH16 4ND
Old School Board Bankers:	CCLA Senator House, 85 Queen Victoria Street London EC4V 4ET HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Friends of Holy Trinity Bankers:	HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Correspondence:	The PCC Secretary (pccsecretary@holytrinitycuckfield.org) The Church Office The Old School Church Street, Cuckfield West Sussex RH17 5JZ

Annual Report

I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names are registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

The Friends of Holy Trinity is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rules* as revised which require the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31st December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England. In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. where possible, financial and practical support for other charitable organisations with compatible objectives.

3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible** to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish. These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

4. Public Benefit

While English Law historically recognised the provision of religion as charitable work, that presumption no longer holds. Under the latest Charities Acts, the PCC is aware that the provision of religion, education or relief of poverty must pass the *public benefit test*, and is not solely for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have taken account of the Charity Commission's general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

5. Performance & Achievements Review

Performance Review: the statistics in the table below are drawn from the required Diocesan return of attendance, and show good recovery in all the key indicators from the vacancy and COVID years. The additional numbers for those participating in services via Zoom streaming (*following the chart below*) show that peak Zoom is well over, but continues to be of value for those at home.

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Attendances:										
Christmas Services	882	792	883	313	153	1282	1265	1338	594	1210
Easter Services	392	264	229	227		400	414	416	309	332
Average Week (Oct)	184	149	154	178	84	257	272	264	254	204
Usual Sunday	150	116	109			200	200	210	210	190
Worshipping Community	150	150	220	220	225	230	240	235	225	215
Age 0-17	35	30	25	25	25	25	35	65		
Age 18-69	35	50	85	87	91	90	85	70		
Age 70+	80	70	110	108	109	115	120	100		
Joiners	15	7	0	6	1	14	33	32		
Leavers	27	10	11	12	6	8	5	8		
Usual Sunday (Adults)	140	109	102			180	175	180	170	165
Usual Sunday (Children)	10	7	7			20	25	30	40	25
Electoral Roll	264	255	255	255	255	248	343	339	279	273
Weddings	5	7	14	5	4	12	10	15	9	18
Baptisms	15	21	22	26	8	22	31	35	43	40
Confirmation Candidates	5	0	0	0	0	0	6	0	3	0
Funerals	16	20	31	33	35	28	29	43	26	30

Over 2024, in parallel to physical attendance, 133 services were live streamed from church. This facilitated nearly 1,000 virtual attendances over the year (down from 1,400 in 2023, and half those of 2022), an average of 7 virtual attendees at each (down from 11 in 2023 and half those of 2022). Looking at 09.45 Sunday services shows that the 49 Sunday services available via Zoom each reached an average of 15 virtual participants (down from 20 in 2023, and 26 in 2022), but again concealed a further decline from the 20 every Sunday at the start of the year to 10-15 by the year end (last year 30 every Sunday at the start of the year to 15-20 by year end).

Public Benefit:

- i. **Social Care** by the church has again had significant public benefit impact:
 - The monthly *Solos Lunch* continued (provision of a two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
 - members of the parish have taken communion to the homebound;

- The parish has continued to provide proactive support to local Syrian and Ukrainian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.

ii. Charitable Giving

- **The Christmas Tree Festival** the popular community event took place over the weekend of 6th– 8th December, attracting 100's of visitors each day. This year we were delighted to partner with Hope Charity Project, a local mental health charity supporting young people and their families. Over £10,000 was raised, which was shared between the church and our partner charity.

The 70 beautifully decorated and illuminated Christmas trees, representing local businesses, clubs and community groups, along with a full programme of live music, made for a memorable weekend. The festival café, chocolate tombola, children's craft activities, a lively concert by the Rock Choir and a packed Sunday evening service around the trees, all added to the enjoyment.

With huge thanks to the Planning Group and all the volunteers who contributed so much to the success of the weekend. A special thanks to Paul Goldfinch who has been involved with the festival since its inception, and has now stepped down as Chair of the committee.

- **Outreach Donations** charitable donations from the PCC over the year amounted to £7,700, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Chichester Family Support Work, Crawley Open House, Tariro, Samara's Aid, Refugees Welcome Crawley, Royal British Legion, Mary's Meals and Warm Welcome).

- iii. **Beneficial Use of Facilities:** the church was again the principal venue for the Cuckfield Music Festival, additionally, free monthly concerts contributed to the cultural amenities of the village, and beneficial use of the Church and Old School facilities were approved by the PCC where appropriate.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2024

The full PCC between 1st January and 31st December 2024 was as follows:

Clergy:

Revd Daniel Valentine
Revd Stephen Caple (*Co-opted*)

Licensed Reader:

Vicky Peattie (*retired June 2024*)
Clive Simmonds

Churchwardens:

Jane Coan
Brian Cutler (*Lay Vice Chairman of the PCC*)

Deanery Synod Representatives *:

Jill Brotherton (2026)
Rod Montague (2026)
Mary Pape (2026)
Isobel Simmonds (2026)
Vacancy (2026)

Lay members of the PCC *:

Kate Berry (2027)
Jonathan Berry (2027)
David Thunder (2027)
Hilary Turner-King (2027)
Roger Edmonston (2026)
Paul Johnson (*retired November 2024*)
Carolyn Ponder (2026)
Dick Whidborne (2026)
Jacqui Allcock (2025)
Terry Bevan (2025)
Janice Brinley Codd (2025)
Margaret Somers (2025)
Vacancy (2026)

* elected until the APCM of the year in brackets

ii. Officers of the PCC 2024

The PCC is required by its constitution to appoint a Standing Committee with the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Statutory Officers were appointed at the short PCC meeting immediately following the May 2024 APCM:

Standing Committee:	Revd Daniel Valentine, Jane Coan, Brian Cutler, Isobel Simmonds, David Thunder
PCC Officers:	David Thunder (<i>Honorary PCC Secretary</i>), Isobel Simmonds (<i>Honorary PCC Treasurer</i>), Rod Montague (<i>Parish Safeguarding Coordinator</i>), David Thunder (<i>Electoral Roll Officer</i>)

The PCC met four times during 2024, and in addition two further days were devoted to an Away Day and follow up, revising and taking forward Mission Action Planning. Only one e-motion was carried using Rule M29.

iii. Committees of the PCC

The PCC is supported by and considers reports and recommendations from its committees whose roles are described below. The committees may only transact business set out in their individual terms of reference from the PCC and as contained in a PCC Handbook.

In addition to the **Standing Committee**, there were over 2024:

Finance Committee

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

Pastoral Committee

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

Outreach Committee

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

The Roof Group

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

The Old School Board

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

The Friends of Holy Trinity

A PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

iv. Holy Trinity Church of England Primary School

During the year, Holy Trinity Church of England Primary School academised and joined the Hurst Education Trust (HET), a multi-academy trust set up in collaboration between the Diocese of Chichester and Hurstpierpoint College (HET Trustees include the Bishop of Horsham and the Archdeacon of Horsham).

The traditional relationship between the PCC and its recommendation of 'Foundation Governors' to the Diocesan Board of Education for them to appoint is ended by this change. Under the new Charter, members of the Local Governing Body are appointed by the HET Trustees and will normally serve a 4-year term of office, after which they choose to stand for re-election or re-appointment. The Headteacher of Holy Trinity School and the Vicar of Holy Trinity Church are not bound by a term of office, and, once appointed serve until such time that they chose to resign.

For background, the Local Governing Body of Holy Trinity Church of England Primary School now has fourteen members, comprising The Headteacher, The Vicar, two Parent members (*elected by the parents and carers of pupils at the school*), one Staff member (*elected by the staff*), three Co-opted members (*from the community, recommended by the LGB and based on their skills and experience*), and six Co-opted Foundation members, appointed by the HET Board based on recommendations from the Local Governing Body.

As a Church School, the Local Governing Body tries to ensure that there are sufficient governors with links to our church worshipping community or with a Christian focus, to ensure the Church school's ethos and Christian distinctiveness are reflected in all aspects of school life. They otherwise share the same duties and responsibilities as the other members of the Local Governing Body.

On academisation, the existing 'Foundation Governors' were converted to Co-opted Foundation Members and appointed by the HET to continue to serve as follows (*dates of retirement or re-appointment in brackets*):

Revd Daniel Valentine (*Ex-Officio Foundation*)
Fiona Halsey (2024)
Mark Andrews (2025)
Rebecca Anderson (2026)
Zoë Humphrey (2026)
Norma Leppard (2028)

Charlotte Tayler attended one meeting in 2024 and will be replaced from 2025 by Toby Dawson.

v. Parish Personnel

Revd Daniel Valentine is the Vicar of Cuckfield, and the parish has again additionally been served by retired priests with PTO, Revd Stephen Caple, Revd Dr Caroline Currer, and Revd Canon David Tickner, supported by Licensed Readers (Vicky Peattie, who retired June 2024, Clive Simmonds, and Kevin Carey who visits from Holy Trinity Hurstpierpoint). Jonathan Berry continued as a Lay Preacher and Charlotte Tayler as Children's and Families' Lay Minister (until completion of her contracted placement in May 2024). Emma-Jane Adamson served as Parish Administrator until March 2024 when Gina Parker replaced her. David Curtis-Brignell, Ken Sagar and our Organ Scholar, Fearghus Beauchamp, together kept church music going until the arrival of our new Director of Music, Charles Humphries in September 2024, when Fearghus left for university. From June 2024 we had the services of Sam Lawrence as Verger. Andy Pring was Old School Manager until the end of the year, when he announced his retirement to pursue his writing career.

vi. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch and on the Church website; a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults through Holy Trinity has a current DBS Certificate. In addition to the three Clergy with PTO and our two Licensed Readers, along with the Children's and Families

Minister Charlotte Tayler (until May 2024, being replaced by Toby Dawson in 2025), and Jonathan Berry, Licensed Preacher, there are some 68 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service); this includes all PCC and Old School Board members. The Diocesan Safeguarding training requirements of these personnel are regularly monitored and updated as need be.

The Parish committed itself to the *Diocesan Simple Quality Protects* (SQP) safeguarding programme on its launch and achieved Level 1 in April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review. The SQP scheme is now being replaced by the *Parish Dashboard*, a new online tool, use of which is currently being evaluated. The current Safeguarding Policies, Guides, associated documentation and contact information for third party assistance are posted on the church website. Hard copies of these papers are also available for inspection in a folder kept in the Church Office and another placed in the Church Vestry.

7. Review of the Year

Worship and the Church Year

In March, the PCC welcomed the Vicar's outline of a refreshed pattern of Sunday worship which was introduced after Easter: the first, third, and fourth Sundays of each month continued as the 'Parish Eucharist', while the fifth Sunday became a 'Choral Eucharist', to highlight our musical talents. Opportunity was taken to make the second Sunday of the month a 'Worship for All', offering a more contemporary service of Holy Communion. Simultaneously, Sunday's Cool relaunched on selected Sundays each month, allowing children to gather in the Old School during part of the service before returning for Communion. We also retained the monthly 'Family Praise', thus ensuring that everyone has multiple ways to engage with worship each month.

We held a joyful "Sing Gloria!" evening in church in March as an opportunity for anyone wanting to learn and practise the service music introduced after Easter, along with a few other communion settings, led by the choir and interim Director of Music, David Curtis-Brignell.

The weekly service pattern continued as normal: Wednesday 10:30 am Holy Communion (followed by Coffee and Cake), Thursday 9:00 am Celtic Communion, and Friday 11:00 am BCP Communion and together they continued to provide spiritual nourishment for all who attended. The online Prayer Group enabled our practice of sharing lists of those in need, inviting any updates on individuals we uphold in prayer. This open, shared concern for one another remains a vital aspect of our parish's ministry.

The appeal in March to fund a Home Communion Set, ensuring we could bring Holy Communion to those unable to attend church in person, closed a few weeks later, having raised enough for the purchase, an example of the parish's generosity. Blessed early in 2025, the communion set is now in regular use.

Following the Lent courses across the Benefice, on Saturday 16th March many turned out for the annual Church Spring Clean, so the building looked pristine in time for the Easter season. A Garden of Repose replicating the Garden of Gethsemane was created in the Lady Chapel for Maundy Thursday, and resulted from the collecting of portable pot plants of all sorts with which to form a beautiful, prayerful space. We entered Holy Week with a moving Palm Sunday service, followed at 6.00 pm that evening by "The Way of the Cross", a reflective journey through the Passion in music and readings. From Monday through Wednesday of Holy Week each night at 9.00 pm we gathered in quiet, candlelit prayer, marking the close of day by turning our hearts toward repentance and preparing for the profound solemnities to come. On Maundy Thursday, we commemorated Christ's Institution of the Eucharist at the Service of the Last Supper, following which many kept silent night vigil until midnight in the Garden of Repose in the Lady Chapel. Good Friday began at noon with reflections on Jesus' final words from the cross, accompanied by Haydn's Seven Last Words on piano, and a thought-provoking sermon by Kevin Carey, while children engaged in creative crafts at the Old School. At 2.00 pm the Good Friday Liturgy presented a solemn account of Christ's Passion, emphasising the depth of His love and sacrifice. Simultaneously, a Family Praise service offered an all-age reflection, completed by the hot cross buns shared afterward.

Holy Saturday's Easter Vigil started at eight in the evening, around a brazier in the churchyard. We then moved indoors for a shortened vigil, rehearsing salvation's story and renewing our baptismal vows. Come Easter Sunday, we began quietly at 8.00 am with Holy Communion. Later, at 9.45 am, we joyfully proclaimed the Risen Christ in the First Eucharist of Easter, singing hymns of victory, sharing cake and fizz in the festive celebration.

Ascension Day was marked with a sung Eucharist at 8.00 pm before preparing for Pentecost Sunday with red vestments and a parish photograph. On Trinity Sunday, our Patronal Festival, after a celebratory morning Eucharist, we held our APCM (Annual Parochial Church Meeting) at 11:30 am and rounded off the day with a festal Evensong, complete with special choir music.

The Faithful Departed were commemorated on 3rd November with an evening service of music and readings, featuring our choir alongside guest singers and instrumentalists, under the direction of our new Director of Music, Charles Humphries. This solemn but hope-filled act of remembrance drew a large congregation, grateful for the chance to honour loved ones who have passed on.

Remembrance Sunday saw the parish gathered at 10.45 am by the War Memorial for the act of remembrance, including a two-minute silence at 11.00 am and a Church Parade Service, followed by refreshments in the hall. The solemnity concluded with "For the Fallen", an evening of music, poetry, readings, and prayers for peace, led by our parish choir.

The Advent Carol Service provided an opportunity for a candlelit service, with fine contributions from the augmented choir. The Festival of Nine Lessons and Carols, also candlelit, again saw the choir excel in leading carols, and a spirit of joyful anticipation pervaded.

Christmas Eve's two Crib Services (2.30 pm and 4.00 pm) filled the church with families: children dressed as angels, shepherds, and wise men, hearing again the story of Jesus' birth. Then at 11.15 pm Midnight Mass celebrated the welcome to Christmas Day with solemnity and wonder. Christmas Day morning proclaimed "Joy to the World" at the All Age Christmas Worship.

Music Mission

Music plays a key role in Holy Trinity's life. In March, we were treated to a Friends Concert highlighting musical talent within our community, which helped raise funds for the upkeep of the building. The Cuckfield Music Festival in June brought recitals to Holy Trinity (organ, guitar, jazz vocals, etc.). The choir has gone from strength to strength, with the welcome addition of the Junior Choir at some services. The 'free' monthly Friday concert series again helped raise funds for our church's music mission.

Engaging with our Community

After a successful reopening on 13th April, the Cuckfield Local Monthly Market has quickly become a highlight of our parish calendar, running on the second Saturday of each month in Holy Trinity. Bringing together local artisans, producers, and visitors, the market offers an array of sustainable goods and homemade treats, fostering a sense of community spirit and environmental stewardship. Volunteers from the church have played a vital role in serving refreshments and hosting, ensuring each event remains both welcoming and worthwhile. This market continues to draw people from near and far, strengthening ties within our church family and beyond. We also had smaller events like quiz nights, fish and chip suppers, and Friends concerts, continuing to raise funds for various outreach projects.

The Christmas Tree Festival (6th-8th December), one of the community's favourite events, over three days, again filled the church with glittering, decorated trees, music, and visitors from the entire community. The Rock Choir performed once again on the Saturday evening.

Children & Families

Throughout June and July, six children completed a short course to be admitted to Communion, culminating in a Sunday celebration during the 9.45 am service, while the Deanery Confirmation at St Giles, Horsted Keynes, saw five candidates confirmed by the Bishop.

We held our Family Praise Pet Blessing service outdoors, celebrating our animal companions and praying for all of God's creatures. Refreshments afterward all helped to provide for owners and especially the children a real highlight.

Choir Club and Choir Practice on Friday evenings have maintained the standard of our worship music and offered improved opportunities for young talents. Children's ministry continued steadily with church trails, film club, other seasonal events, and work in the schools.

Our primary school, Holy Trinity Cuckfield, academised in September when it joined the , Hurstpierpoint Trust. With governor appointments now made by on recommendation from various stakeholders, including the PCC, but without guaranteed numbers of 'foundation governors', beyond the needing to maintain the distinctively Christian ethos and majority, it now falls to the PCC and church community to actively engage in the school to ensure the church's profile and a stream of appropriate governor appointments results.

Outreach

Ongoing gratitude goes to the volunteers who run the weekly food collection for families in need. Monthly visits to Goldbridge Nursing Home offer Holy Communion to the residents. Harvest Festival saw non-perishable items collected for Family Support Work. At the Toy Service in December Sunday, families brought new or gently used toys for children in need. The monthly Solos Lunches continued to provide companionship for the lonely. These tangible expressions of Christ's love are in addition to the charitable giving reviewed in more detail in the earlier section of this report.

Stewardship

We launched our annual Stewardship Week on 20th October, reflecting on how best to use our gifts of time, talent, and money. The week included a fellowship meal, volunteer fair, and prayerful reflection, and culminated in Stewardship Sunday (27th October), when many reviewed their giving and commitments to help our parish in the coming year.

Organising for Growth

During March, the Standing Committee began reviewing communication practices, and how best to organise for growth: ChurchSuite, a widely used integrated church management database for improving church administration and communication, had been on trial with the agreement of Standing Committee in both Cuckfield and Bolney. The PCC decided formally to adopt ChurchSuite, with the much appreciated help of Ian Walden; and, though changes will deliberately be gradual with its full benefits to be realised, it is now ensuring consistent, data-compliant storage, and immense help with rotas, service planning, and communication. At the same time, we have strengthened our social media presence and promotion.

At an Away Day in July at Worth Abbey, followed up in September and in work streams since, the PCC engaged with the challenges of growth and mission action. Resulting in five strands of initiative, these works streams have now developed to the point where in 2025 they shape the PCC's agenda, help reduce silo working, increase collaboration and connection and avoid duplication. In summary the work streams are:

ENABLE - Support stream

Unites communications, financial management, and environmental stewardship to enable the church's mission: the team aims to amplify the church's presence, secure its financial stability, and provide the supporting processes, resources and technology to ensure the parish's viability.

ENERGISE - Worship and welcome stream

Responsible for leading welcome and helping organise worship, to create an enriching, inclusive and welcoming atmosphere conducive to spiritual encounters.

ENCOURAGE - Wellbeing stream

Provides support, prayer, and practical assistance to individuals and families within the church community during times of need, such as illness, bereavement, or other life challenges.

EQUIP - Wholeness & discipleship team

Focuses on spiritual growth and Christian discipleship through small groups, courses, and mentoring to deepen faith and personal development, Christian basics and seasonal courses.

ENGAGE - witness team

Engages with the local community through outreach events, service projects, and partnerships with local organisations, demonstrating God's love in practical ways and sharing the gospel message by local social action and global mission efforts.

Fabric

Work began during the year to narrow down approaches to the roof restoration and ceiling conservation: a commissioned environmental assessment showed that roof insulation if done very carefully could save money and might help prevent condensation to the benefit of the ceiling. A submission was made to the Diocesan Advisory Committee (DAC) on the architect's advice to seek some direct preliminary feedback to help shape the roof project: would the DAC support the delicate introduction of a layer of insulation to reduce energy consumption and carbon footprint; given the scarcity of replacement Horsham stone, would the DAC support the regrading of the existing stone for the lower tiers of the roof and the replacement of the upper part of the roof with red clay tiles; and in principle, would they support those red clay tiles being photovoltaic, together with considering the sighting and battery storage to enable the resulting electricity storage.

DAC feedback was sufficiently encouraging for the appointment of a Quantity Surveyor to prepare a Stage 2 Report covering and costing these ideas to enable an outline case to be made in pre-faculty consultation with English Heritage, The Victorian Society, the Local Authority, and the DAC, to seek support and to identify opposition. This work is in hand.

Following heavy rains, the guttering and roof were inspected by our architect, Jonathan Cerowski, who advised improvements to the rainwater goods to enable excess water to flow away more easily, improving the flow into the downpipe in the corner between the vestry and the body of the church, which was duly carried out under List B consent.

The Quinquennial Inspection during the year delivered a generally encouraging report, while noting the continued 'at risk heritage' of the roof. The Reserves in the accounts of over £300,000 are designated primarily for this purpose. Additionally, a £50,000 donation gratefully received in the year from the Kempe Trust is also restricted for the restoration of the roof to help preserve the Kempe ceiling, and joins their donation of £10,000 (2023) for the creation of a Kempe digital display and interpretation resource.

The PCC is acutely aware of the generosity of these donations and the legacies received last year, together with the very significant legacy this year of £99,800 from the estate of the late Jill Rockey. As the year closed, the PCC were additionally delighted to hear of two further legacies the proceeds of which are expected in 2025.

Conclusion

We ended 2024 with hearts full of thanksgiving for the many gifts the parish has enjoyed: growth in our children's and families' ministry; the flourishing choir and musical life, under Charles Humphries and the start of a wider music mission; the support for one another through funerals, pastoral care, and prayer lists; the vibrant markets, fundraising events, and strong links to the community; and the deepening fellowship in home groups, Sunday's Cool, and the many social activities that brought us closer together.

As Vicar of Holy Trinity, I extend my deepest thanks to everyone who contributed to the life and witness of this parish throughout the year: assistant priests, lay ministers, churchwardens, the PCC, musicians, volunteers, coffee makers, welcomers, cleaners, pastoral visitors, home group leaders, flower arrangers, bell ringers and countless more. Your faithfulness allows our community to shine as a beacon of hope, hospitality, and worship in Cuckfield. May God bless us all as we step into a new year, trusting in His grace to guide us onward.

8. Financial Review

Introduction

The preparation of this year's accounts has been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

Incoming and outgoing resources

Total income for the year is £382,108, compared to £591,115 for 2023. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £268,027 (2023: £243,512), which encouragingly was both above our budget and the income for last year due mainly to a significant legacy received during 2024. Our main source of income is regular giving, and we have been encouraged during 2024 that this has continued to remain broadly consistent with the prior year.

In 2024, we received £1,000 of grants (2023: £500) which came from the Listed Places of Worship.

Total expenditure for the year is £286,465 compared to £251,496 for 2023. This includes all the funds over which the PCC has control, unrestricted, designated and restricted. Expenditures in 2024 were higher than 2023 mainly due to the cost of refurbishing the Old School toilet facilities, together with general inflationary pressures.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £210,225 (2023: £190,306). Spend was higher than last year due to continued inflation, but broadly consistent with budget given the expected contribution from the unrestricted fund towards the Old School toilet facility refurbishment. Whilst the PCC has worked hard to control costs, we continue to see rising costs in most areas, especially with respect to utilities.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

Related Parties

There were no payments to PCC members, persons closely connected to them, or to the related parties allowed under the Charities Act 2011. The PCC supports the clergy by paying £5,310 (2023: £1,280), which includes Council Tax and water rates, for the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

Parish Share

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution unpaid on 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2024 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant, the Children's and Families' Lay Minister and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (approximately £55,000 in 2024).

The PCC is also mindful of major continuing expenditures in relation to the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £100,000 in reserves.

The total of the funds at the discretion of the PCC to utilise at the year-end was £500,288 including an amount of £33,953 designated for use for the management and operation of the Old School Property; and an amount of £311,779 designated for fabric improvements, primarily for relaying the Horsham Stone Roof, the objectives and timing of which continue under close review and development by the PCC. The remaining amount £154,556 (£500,288 less £33,953 less £311,779) broadly meets the Reserves Policy

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

9. The Old School Board

Income for 2024 year was £54,524 (including a contribution of £10,000 (2023: £9,500) from the General Fund), up slightly compared to £51,516 in 2023. The Old School saw a number of changes to the level of activity by regular users, due to changing circumstances. Janet Beales, a long-time supporter and board member of the Old School, retired at the end of July 2024 and The Next Steps Nursery sadly closed. A replacement user for the Victorian Hall has been identified, and they are due to start after Easter 2025. A number of new users were welcomed, including Sussex Caterers, who are a seasonal user of the Old School Kitchen and a long term renter of storage space, following the clearing of a great deal of Nursery Equipment from the Old School. The appointment of the new Music Director has resulted in the provision of additional office space in the Parish Hub and changes to use of the Committee Room.

Expenditures for 2024 were £66,701 compared to £50,980 in 2023. The most important activity this year was the refurbishment of the West End toilet facilities. The Board used the £2,500 bequest from the late Guy Berkeley as requested, and The Old School and the General Fund contributed 50 % each (£17,941).

Due to problems with the gutter between the Old School and adjacent properties, water had caused damp in the kitchen and problems with the electrics. The Board agreed to get this roofing work done over the summer especially as the Toilet Project costs were significantly lower than planned. In view of the work done on the West End Toilets and the higher energy costs, the Old School Board has increased its hire fees by 7% from the beginning of 2025.

A transfer of £10,000 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net surplus of £5,658 was recorded for the year excluding the Strategic Refurbishment costs of £17,941 which came from Old School reserves. The total funds carried forward were £33,953.

10. The Friends of Holy Trinity Church Cuckfield

The Friends exists to raise funds for the church building and its principal artefacts by engaging with all in the Cuckfield community. Its funds arise from subscriptions, donations (including legacies) and event activities.

2024 was a difficult year for the Friends, as all but one of the committee members were new. The number of members remained stable, with a few additions and some losses due to the sad passing or infirmity of members, and those moving away.

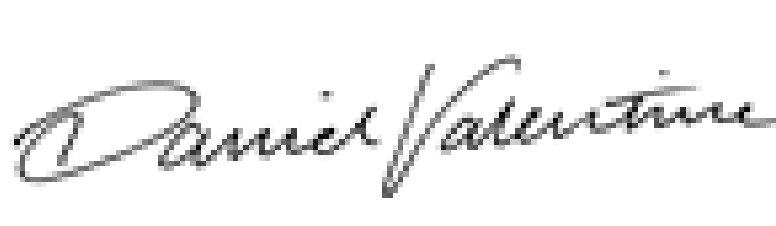
	As at 31.12.23	Additions	Losses	As at 31.12.24
Life Members	106	3	0	109
Annual Members	232	2	4	230
Total	338	5	4	339

Just four events were mounted for the Friends in 2024, back down to the level prior to the record number of events in 2023, and the corresponding income was therefore reduced. The concert in March was very successful, filling the Church; there were two events at Cuckfield Park, one in July and one in December; and the Christmas Tree Festival Preview was a pleasant evening.

Accounting also for donations, legacies and Gift Aid, the net surplus/(deficit) in 2024 was £6,496 (2023: £16,212). Total reserves at the 31st December 2024 were £75,872 (2023: £69,381). The Friends membership is kept aware that the Friends' primary ambition is to support the Church by contributing to its major conservation and restoration projects, particularly the Horsham stone roof. This is involving building reserves year-on-year. However, in 2024 the Friends did fund the purchase of a pair of Processional Candlesticks.

11. Approval

The Annual Report for the ended Year 31st December 2024 was approved by the PCC and signed on its behalf by Revd Daniel Valentine (*Chair of the PCC*):



Date: 30th April 2025

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	242,807	2,009	56,411	-	301,227	498,689	
Charitable activities	4,053	-	-	-	4,053	6,701	
Other trading activities	14,711	41,867	11,779	-	68,357	84,085	
Investments	6,456	2,015	-	-	8,471	1,640	
Other receipts	-	-	-	-	-	-	
Total income	268,027	45,891	68,190	-	382,108	591,115	2
Expenditure on:					-		
Raising funds	2,212	417	3,389	-	6,018	8,549	
Charitable activities	208,013	66,904	5,530	-	280,447	242,947	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	210,225	67,321	8,919	-	286,465	251,496	3
Net gains (or losses) on investments							
Net income or (net expenditure)	57,802	(21,430)	59,271	-	95,643	339,619	
Transfers between funds	(10,000)	10,000	-	-	-	-	14
	47,802	(11,430)	59,271	-	95,643	339,619	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	47,802	(11,430)	59,271	-	95,643	339,619	
Total funds brought forward	105,737	358,179	97,685	375,000	936,601	596,982	
Total funds carried forward	153,539	346,749	156,956	375,000	1,032,244	936,601	13

Balance Sheet

	Total Funds 2024	Total Funds 2023	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	458	-	
Debtors	4,519	4,954	11
Investments	34,694	44,001	
Cash at bank and in hand	634,979	534,073	
Total current assets	674,650	583,028	
Creditors: Amounts falling due within one year	(17,406)	(21,658)	12
Net current assets or (liabilities)	657,244	561,370	
Total assets less current liabilities	1,032,244	936,370	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	1,032,244	936,370	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	346,749	358,179	
Restricted income funds	156,956	97,685	
Unrestricted funds	153,539	105,737	
Total charity funds	1,032,244	936,601	13

This Annual Financial Report, for the year ended 31st December 2024, including the notes following, was **Approved** by the PCC and signed on its behalf by **Revd Daniel Valentine (Chair of PCC)**



Date 30th April 2024

Notes to the financial report

1 Accounting policies

a Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

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

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Charitable activities

Sales of magazines are recognised when received.

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

Fees for weddings and funerals are accounted for on an event basis.

Other trading activities

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

Investment income

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

Notes to the financial report (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

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

Grants

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

Church Activities

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

e Fixed Assets

Tangible fixed assets

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Depreciation

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

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

f Current Assets

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

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

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	£	
Planned giving	105,808	-	-	-	105,808	111,227	
Planned giving (no tax refunds)	2,552	-	1,249	-	3,801	15,289	
Loose cash collections	5,966	-	25	-	5,991	4,683	
Gift Aid recovered	27,271	130	387	-	27,788	28,444	
Other donations	1,213	1,879	53,750	-	56,842	10,480	
Legacies	99,997	-	-	-	99,997	328,066	
Grants (see also note below)							
Mid Sussex District Council Community Fund	-	-	-	-	-	500	
Listed Places of Worship	-	-	1,000	-	1,000	-	
Donations and legacies	242,807	2,009	56,411	-	301,227	498,689	
Fees for weddings and funerals	4,053	-	-	-	4,053	6,701	
Charitable activities	4,053	-	-	-	4,053	6,701	
Christmas tree festival	12,664	-	-	-	12,664	13,889	
Other subscriptions	-	-	3,973	-	3,973	5,370	
Coffee functions	184	-	-	-	184	482	
Concerts and events	-	-	7,806	-	7,806	15,649	
Venue hire	1,863	41,867	-	-	43,730	48,695	
Other trading activities	14,711	41,867	11,779	-	68,357	84,085	
Interest on cash deposits	6,456	2,015	-	-	8,471	1,640	
Investments	6,456	2,015	-	-	8,471	1,640	
Total income and endowments on all funds	268,027	45,891	68,190	-	382,108	591,115	

The grants from the Listed Places of Worship Grant scheme was given as a contribution to the cost of stonework improvements. The grant from Mid Sussex District Council Community Fund was given as contribution to the church following the King's Coronation.

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Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Christmas tree festival costs	2,212	-	-	-	2,212	1,574	
Music events and costs	-	417	3,389	-	3,806	6,975	
Cost of raising funds	2,212	417	3,389	-	6,018	8,549	
Missionary and charitable giving	12,253	350	-	-	12,603	17,258	4
Diocesan parish share	88,700	-	-	-	88,700	85,400	
Staff	25,737	16,659	-	-	42,396	52,204	5
Clergy and other people's expenses	5,311	-	-	-	5,311	3,066	
Upkeep of services	7,745	502	1,000	-	9,247	9,029	
Youth and children's work	653	-	-	-	653	2,891	
Honorariums	11,680	-	-	-	11,680	9,367	
Water, gas and electricity	9,996	15,553	-	-	25,549	20,329	
Church maintenance and repair	29,860	29,656	4,394	-	63,910	25,017	
Insurance	4,250	2,833	-	-	7,083	7,035	
Printing, photocopying and other office costs	8,591	1,244	136	-	9,971	7,865	
Accounting software and examiner fees	1,222	-	-	-	1,222	1,296	7
Advertising	2,015	107	-	-	2,122	2,190	
Cost of charitable activities	208,013	66,904	5,530	-	280,447	242,947	
Total expended on all funds	210,225	67,321	8,919	-	286,465	251,496	12

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Overseas:							
<i>Samara's Aid</i>	1,250	-	-	-	1,250	1,250	
<i>Mary's Meals</i>	1,250	-	-	-	1,250	1,250	
<i>Tariro</i>	1,250	-	-	-	1,250	1,250	
Domestic:							
<i>Crawley Open House</i>	1,250	-	-	-	1,250	1,250	
<i>Refugees Welcome Crawley</i>	1,250	-	-	-	1,250	1,250	
<i>FSW</i>	1,250	-	-	-	1,250	1,250	
<i>HOPE</i>	4,553	-	-	-	4,553	-	
<i>Stroke Association</i>	-	-	-	-	-	6,125	
<i>Warm Welcome</i>	-	-	-	-	-	2,133	
<i>Holy Trinity CofE School, Cuckfield</i>	-	-	-	-	-	1,500	
<i>Other (all under £250)</i>	200	350	-	-	550	-	
	12,253	350	-	-	12,603	17,258	

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Remuneration							
<i>Wages and salaries</i>	25,737	16,659	-	-	42,396	52,204	
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-	
	25,737	16,659	-	-	42,396	52,204	

In 2024, the General Fund includes the salaries of 7 members of staff (2023: 3) and the Designated Fund includes 2 members of staff (2023: 2).

6 Payments to PCC members and transactions with related charities

The PCC supported the clergy by paying £5,310 (2023: £1,280) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

7 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
<i>Independent examination</i>	1,104	-	-	-	1,104	1,080	
<i>Software fees</i>	118	-	-	-	118	216	
	1,222	-	-	-	1,222	1,296	

Notes to the financial report (continued)

8 Tangible fixed assets

	Freehold land and buildings	Designated <u>Funds</u>	Restricted <u>Funds</u>	Endowed <u>Fund</u>	Total fixed assets	Notes
	£		£	£	£	
Cost or valuation						
At 1 January 2024	375,000	-	-	-	375,000	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2024	375,000	-	-	-	375,000	
Charge for impairment						
At 1 January 2024	-	-	-	-	-	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2024	-	-	-	-	-	
Net book amounts						
At 31 December 2024	375,000	-	-	-	375,000	
<i>At 31 December 2023</i>	<i>375,000</i>	-	-	-	<i>375,000</i>	

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Notes to the financial report (continued)

9 Analysis of net assets by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Fixed assets for church use	-	-	-	375,000	375,000	375,000	
Current assets (except cash)	3,438	63	1,476	-	4,977	5,185	
Cash at bank and on deposit	162,161	351,562	155,950	-	669,673	578,074	
Current liabilities	(12,060)	(4,876)	(470)	-	(17,406)	(21,658)	
	153,539	346,749	156,956	375,000	1,032,244	936,601	

10 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Gift Aid	1,838	63	1,019	-	2,920	3,414	
Prepayments	1,595	-	-	-	1,595	1,485	
Other Debtors	4	-	-	-	4	55	
	3,437	63	1,019	-	4,519	4,954	

11 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Mission Giving	7,786	-	-	-	7,786	9,469	
Deferred Income	56	350	20	-	426	384	
Governance Costs	1,104	-	-	-	1,104	1,080	
Giving to Charities	268	-	-	-	268	7,778	
Accruals	2,762	4,526	450	-	7,738	1,756	
Other	84	-	-	-	84	1,191	
	12,060	4,876	470	-	17,406	21,658	

Notes to the financial report (continued)

12 Statement of funds

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items.

Designated funds comprise the Old School Designated Fund which manages and operates the Old School property, the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds, and Farmers Market Designated Fund, which is used for income and expenses associated with the Farmers Market.

Unrestricted funds comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	69,381	10,003	(3,512)	-	75,872
Music Fund	2,577	3,457	(1,767)	-	4,267
Warm Welcome Fund	179	-	-	-	179
Aumbry Fund	59	(59)	-	-	-
Gifts Fund	-	789	-	-	789
Roof Fund	25,489	54,000	(3,640)	-	75,849
Total of all restricted funds	97,685	68,190	(8,919)	-	156,956
Old School Operating Fund	46,130	44,524	(66,701)	10,000	33,953
Fabric Repair and Improvement Fund	312,049	-	(270)	-	311,779
Farmers Market Designated Fund	-	1,367	(350)	-	1,017
Total of all designated funds	358,179	45,891	(67,321)	10,000	346,749
General Fund	105,737	268,027	(210,225)	(10,000)	153,539
Total of all Unrestricted Funds	105,737	268,027	(210,225)	(10,000)	153,539
Total funds	936,601	382,108	(286,465)	-	1,032,244

13 Transfers between funds

A transfer of £10,000 (2023: £9,500) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School. A transfer of £nil (2023: £53,000) was made during 2023 from the General Fund to the Fabric Repair and Improvement Fund to set aside part of a recent legacy for future works and improvements.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD [Registered Charity No. 1131432]

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31st December 2023 which are set out on pages 11-21.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

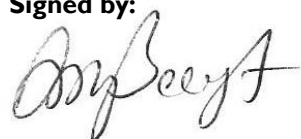
Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, *or*
- the accounts do not accord with the accounting records, *or*
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



Amy Beecroft FCA

19 Newton Road
Lindfield
West Sussex RH16 2NB

Date: 4th April 2025

Accounts



Joyfully Serving Jesus

The Parochial Church Council
of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31ST DECEMBER 2023

Holy Trinity Church
The Church Office
The Old School
Church Street
Cuckfield
West Sussex RH17 5JZ

Email: office@holytrinitycuckfield.org
Tel: 01444-456461

Benefice of Cuckfield & Bolney
The Parochial Church Council
Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

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Incumbent: The Revd Daniel Valentine (*from 22nd November 2023*)
The Vicarage
5 Barrowfield, Cuckfield
West Sussex RG17 5ER

Independent Examiner: Amy Beecroft FCA
19 Newton Road
Lindfield
West Sussex RH16 2NB

PCC Bankers: Santander UK PLC
BBAM, Bridle Road, Bootle
Merseyside GIR 0AA

Barclays Bank PLC
South Road, Haywards Heath
West Sussex RH16 4ND

Old School Board Bankers: CCLA
Senator House, 85 Queen Victoria Street
London EC4V 4ET

HSBC Bank PLC
37-39 South Road, Haywards Heath
West Sussex RH16 4LQ

Friends of Holy Trinity Bankers: HSBC Bank PLC
37-39 South Road, Haywards Heath
West Sussex RH16 4LQ

Correspondence: The PCC Secretary (pccsecretary@holytrinitycuckfield.org)
The Church Office
The Old School
Church Street, Cuckfield
West Sussex RH17 5JZ

Annual Report

I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names have been registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*. During the year under review, following the joining of the parishes of Bolney and Cuckfield, the Diocese confirmed the new entity's name as the *Benefice of Cuckfield and Bolney*, each parish retaining its own PCC.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

The Friends of Holy Trinity is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rule M5(1)*, revised January 2020, which requires the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31st December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England.

In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. financial and practical support where possible for other charitable organisations with compatible objectives.

3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible**: to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish. These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

4. Public Benefit

While English Law historically recognised the provision of religion as charitable work, that presumption no longer holds. Under the latest Charities Acts, the PCC needs to be aware that the provision of religion, education or relief of poverty must pass the *public benefit* test, and not be solely for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have taken account of the Charity Commission's general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

5. Performance & Achievements Review

Performance Review: the statistics in the table below are drawn from the required Diocesan return of attendance at regular services, baptisms, confirmations, etc. 'Weekly average attendance' is calculated for a week in October. The methodology's emphasis on physical attendance and 'actual' communicants means its year to year comparisons are limited where periods of lockdown were necessitated. The numbers for participation in services via Zoom (*following the chart below*) show that peak Zoom value has passed but continues to be of value for those at home.

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
Attendances:										
Christmas Communion Services	292	374	313	153	517	538	514	594	487	391
<i>of which Communicants</i>	246	182	222	121	366	378	379	348	339	259
Christmas Crib/Stable/Nativity	505	509	290	80	729	727	707	1012	1005	740
Easter Services	294	229	227	Closed	400	414	416	309	332	318
<i>of which Communicants</i>	204	196	140		284	299	268	198	236	225
Weekly Average Attendance	140	160	160	80	200	200	193	190	190	180
<i>of which Communicants</i>	110	120	120		160	155	150	158	160	135
Electoral Roll:	241	255	255	255	248	343	339	279	273	273
Weddings:	7	14	5	4	12	10	15	9	18	28
Baptisms:	21	22	26	8	22	31	35	43	40	33
Confirmation Candidates:	0	0	0	0	0	6	0	3	0	9
Funerals:	20	31	33	35	28	29	43	26	30	23

Over 2023, in parallel to physical attendance, 127 services (down from last year's 138) were live streamed from church. Together these services facilitated 1,400 virtual attendances over the year (down from 2,000 in 2022), an average of 11 (14 in 2022) at each. Looking at 09.45 Sunday services shows the 52 Sunday services available via Zoom each reached an average of 20 virtual participants (down from 26 in 2022), but conceals a 50% decline from 30 every Sunday at the start of the year to 15-20 by year end. Midweek and Evensong Zoom attendance shows an equivalent rate of decline.

Public Benefit:

- i. **Social Care** by the church has again had significant public benefit impact:
 - The monthly *Solos Lunch* continued (provision of a two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
 - members of the parish have taken communion to the homebound;
 - The parish has continued to provide proactive support to local Syrian and Ukrainian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.
- ii. **Charitable Giving**
 - **The Christmas Tree Festival** took place over the weekend of the 8th-10th December. With over 70 trees in situ and hundreds of daily visitors, high points included the forest of illuminated trees and for the second year a Festival concert on the Saturday evening. With over £11,000 raised over the course of the three days and £6,125 of that being presented to the partner charity, Cuckfield's Stroke Communication Group, it was great to see this community event continuing into its second year post COVID. With huge thanks to all the volunteers, stewards and of course Committee for keeping the Festival delivery on track we look forward to seeing continued success with the 2024 Event.
 - **Outreach Donations** charitable donations from the PCC over the year amounted to £11,133, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Holy Trinity C of E Primary School, Chichester Family Support Work, Crawley Open House, Tariro, Samara's Aid, Christian Aid, Macmillan, Bewbush Academy, Refugees Welcome Crawley, Crossover Brighton, Pakistan Flood Relief Appeal, Royal British Legion, Dame Vera Lynn Children Charity, Mary's Meals, Warm Welcome and Vision Rescue).
- iii. **Beneficial Use of Facilities:** the church was again the principal venue for the Cuckfield Music Festival, additionally, free monthly concerts resumed as a contribution to the cultural amenities of the village, and beneficial use of The Old School facilities was approved by the PCC where appropriate.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2023

The full PCC between 1st January and 31st December 2023 was as follows:

Clergy:

Revd Daniel Valentine (*from 22nd November*)
Revd Stephen Caple (*Co-opted*)

Licensed Reader:

Vicky Peattie
Clive Simmonds

Churchwardens:

Jane Coan
Brian Cutler (*Lay Vice Chairman of the PCC*)

Deanery Synod Representatives *:

Jill Brotherton (2026)
Rod Montague (2026)
Mary Pape (2026)
Isobel Simmonds (2026)
Vacancy (2026)

Lay members of the PCC *:

Philip Richings (2023)
Kate Berry (2024)
Jonathan Berry (2024)
David Thunder (2024)
Hilary Turner-King (2024)
Jacqui Allcock (2025)
Terry Bevan (2025)
Janice Brinley Codd (2025)
Margaret Somers (2025)
Roger Edmonston (2026)
Paul Johnson (2026)
Carolyn Ponder (2026)
Dick Whidborne (2026)

* elected until the APCM of the year in brackets

ii. Officers of the PCC 2023

The PCC is required by its constitution to appoint a Standing Committee with the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Statutory Officers were appointed at the short PCC meeting immediately following the May 2023 APCM:

Standing Committee: Revd Daniel Valentine (from 22nd November 2023), Jane Coan, Brian Cutler, Isobel Simmonds, David Thunder
PCC Officers: David Thunder (*Honorary PCC Secretary*), Isobel Simmonds (*Honorary PCC Treasurer*), Rod Montague (*Parish Safeguarding Coordinator*), Paul Johnson (*Electoral Roll Officer*)

The PCC met on seven occasions during 2023, all bar one of which were able to be face to face. This facilitated a reduction in the number of e-motions carried under Rule M29 to two.

iii. Committees of the PCC

The PCC is supported by and considers reports and recommendations from its committees whose roles are described below. The committees may only transact business set out in their individual terms of reference from the PCC and as contained in the PCC Handbook.

In 2023, in addition to the **Standing Committee**, there were five committees of the PCC:

Finance Committee

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

Pastoral Committee

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

Outreach Committee

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

The Roof Group

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

The Old School Board

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

iv. Holy Trinity Church of England (Aided) Primary School

The PCC has important governance responsibilities in connection with its Church School: the governing body of Holy Trinity CE (Aided) Primary School, in addition to the incumbent as *Ex Officio* Governor, has a majority of Foundation Governors, recommended by PCC decision but approved and appointed by the Diocesan Board of Education.

All are appointed for four years (renewable on application by the PCC at the discretion of the DBoE), dates of retirement in brackets below. At the end of 2023 the PCC Foundation Governors were:

Revd Daniel Valentine	<i>Ex-Officio Governor</i> , from 22 nd November 2023
Fiona Halsey	(2024) <i>Vice Chair</i>
Mark Andrews	(2025)
Rebecca Anderson	(2026) <i>Chair</i>
Zoe Humphrey	(2026)

The following PCC Foundation Governors stood down in 2023: Maddy Hammersley and Lindsay Smith, leaving two vacancies for the PCC to fill.

v. Governance Regulation

From January 2020, the power of the PCC to pass decisions by e-mail became automatic under the new *Church Representation Rules*, and this Rule M29 power covers the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. The PCC's meeting held on Zoom during 2023 and the motions passed by email were validly held under this regulation.

vi. Parish Personnel

Revd Daniel Valentine has been the Vicar of Cuckfield from 22nd November 2023. The parish has continued to be served by two retired priests, Revd Stephen Caple and Revd Canon David Tickner, supported by two Licensed Readers (Vicky Peattie and Clive Simmonds). Charlotte Tayler continued as Children's and Families' Lay Minister, and Jonathan Berry as a Lay Preacher. Gill Squires served as Parish Administrator until her retirement in August, and was succeeded by Emma-Jane Adamson. Richard Jenkinson was Organist and Choir Master until his retirement in August.

vii. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch and on the Church website; a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults through Holy Trinity has a current DBS Certificate. In addition to the three Clergy with PTO and our two Licensed Readers, along with Charlotte Tayler, the Children's and Families Minister, and Jonathan Berry, Licensed Preacher, there are some 67 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service); this includes all PCC and Old School Board members. The Diocesan Safeguarding training requirements of these personnel are regularly monitored and updated as need be.

The Parish committed itself to the *Diocesan Simple Quality Protects* safeguarding programme on its launch and achieved Level 1 in April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review. The current Safeguarding Policies, Guides, associated documentation and contact information for third party assistance are posted on the church website. Hard copies of these papers are also available for inspection in a folder kept in the Church Office and another placed in the Church Vestry

7. Review of the Year

Joyfully serving Jesus

For most of 2023 we were in vacancy, waiting for an appointment to be made and for our new incumbent to arrive. Fortunately, we were blessed during this time by our team of associate priests, readers and lay ministers, through whom we were able to maintain our full range of services and activities. We are particularly grateful to the Revd Stephen Caple, The Revd Stephen Terry and the Revd Canon David Tickner for their priestly ministry, and to our readers, Vicky Peattie and Clive Simmonds, and Authorised Lay Minister Jonathan Berry for the contributions that they each made to the worship and life of Holy Trinity during this time.

In November the waiting was finally over, and we were delighted to welcome the Revd Daniel Valentine as Vicar of the United Benefice of Cuckfield and Bolney. It was with great joy that we were able to celebrate his collation by the Bishop of Chichester, the Rt Revd Martin Warner and induction by the Archdeacon of Horsham, the Ven Angela Martin.

Our services continued to follow the pattern set by our previous incumbent at the end of the pandemic, with the main Sunday services and the Wednesday morning Eucharist being streamed. Although the numbers joining on Zoom have slowly fallen the service continues to be appreciated by those who have difficulty in getting to church and those who are temporarily away from home, and we are grateful to the technical team that continues to make this possible.

Music continues to be an important feature of the life of Holy Trinity, both in our services and the various concerts that take place in the church. Sadly, our Director of Music, Richard Jenkinson, retired at the end of October. Fortunately, a very able team has now stepped up to sustain the choir whilst we seek a new Director of Music.

We also had to say goodbye to Gill Squires during the year, after 23 years as our parish administrator. Gill provided outstanding support to the whole parish and will be very much missed. We were delighted that our proposal that Gill be awarded the Order of St Richard was accepted and Gill was duly inducted to the Order at a ceremony during Evensong in the Cathedral one Saturday in September. We were fortunate to be able to recruit Emma-Jane Adamson as Gill's replacement before Gill retired.

Our work with children and families has continued in the primary school, through our holiday activities and through the choir club. We are particularly grateful to Charlotte Tayler and Hilary Turner-King for their leadership in this work and to all the volunteers who help to sustain these activities. Our financial and food donations for families experiencing hardship channelled through the Primary School and Family Support Work have continued to be co-ordinated by Jane Coan.

The Christmas Tree Festival was again very successful raising £6,125 for our partner charity, the Cuckfield Communication Group, a part of the Stroke Association. The success of the festival was in no small measure due to the enthusiastic leadership of Alastair McPherson as chairman of the organising committee. Unfortunately, Alastair has now stepped down from this role, and we are grateful for the contribution that he has made. We are also very grateful for the work of Alison Milford in organising the Festival Café in recent years, and Alison too has now retired.

Like most churches, Holy Trinity Cuckfield relies heavily on the work of volunteers. During the year Vicky Peattie, on behalf of the PCC, undertook a survey of the church community to explore the hidden talents that we might tap into need for volunteers arises. This resource is already proving extremely helpful.

Fabric repairs during the year were minimal, although some work was necessary on the underfloor heating and boiler to maintain the heating system. The major fabric challenge, reflected in the church's 'heritage at risk' status, remains relaying the Horsham Stone Roof, the objectives and timing of which continue under close review and development by the PCC. The Reserves in the accounts include £312,049 designated primarily for this purpose, and include two significant legacies in the year of £350,000 and £60,000 from the Anthony Burbidge Estate. As the year closed, the PCC were additionally delighted to be offered and approved receipt of two restricted fund donations from the Kempe Trust, the first of which (received in December 2023) is £10,000 towards the creation of a Kempe digital display and interpretation resource. The second will be for £50,000 (to be donated in 2024)

towards the restoration of the roof to help preserve the Kempe ceiling. Notes (2) and (13) to the accounts identify the £10,000 to fulfil our reporting obligation to the Kemp Trust.

Once again, the churchwardens would like to place on record their thanks to the many people who have helped to make our passage through the vacancy possible. As mentioned, we are particularly grateful to our associate priests, The Revd Stephen Caple, The Revd Stephen Terry and the Revd Canon David Tickner, our Readers, Vicky Peattie and Clive Simmonds, and our Authorised Lay Minister, Jonathan Berry. Others who have played an important role during the vacancy include our PCC Secretary, David Thunder, and our Treasurer, Isobel Simmonds, supported by our church accountant, Zoë Richings, and our Safeguarding Officer, Rod Montague.

8. Financial Review

Introduction

The preparation of this year's accounts has been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

Incoming and outgoing resources

Total income for the year is £591,115, compared to £372,105 for 2022. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £243,512 (2022: £226,750), which encouragingly was both above our budget and the income for last year due mainly to a significant legacy received during 2023. Our main source of income is regular giving, and we have been encouraged during 2023 that this has continued to remain broadly consistent with the prior year.

In 2023, we received £500 of grants (2022: £10,867) which came from the Mid-Sussex Community Fund. The large decrease reflects grants received in 2022 from Listed Places of Worship relating to significant stonework improvements paid for during 2021 and 2022.

Total expenditure for the year is £251,496 compared to £288,930 for 2022. This includes all the funds over which the PCC has control, unrestricted, designated and restricted. Expenditures in 2023 were lower than 2022 due to the completion of stonework improvements during 2022, partially offset by higher other costs primarily driven by general inflation.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £190,306 (2022: £163,721). Spend was higher than last year due to continued inflation, but broadly consistent with budget. Whilst the PCC has worked hard to control costs, we continue to see rising costs in most areas, especially with respect to utilities.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

Related Parties

Payments to PCC member, persons closely connected to them, or related parties are allowed under the Charities Act 2011 by the following provision: charity trustees may, provided certain conditions are met, pay for the provision of services to the charity by a 'connected person' [falling within the definition contained in Section 118 of the 2011 Act] where the PCC is satisfied the relevant conditions are met, the required process has been transparently followed, and safeguards are in place.

The PCC at its March 2017 meeting appointed Zoë Richings, daughter of a PCC Member, to the salaried position of Church Accountant and made payments to her by that resolution. The PCC also approved the reimbursement of expenses to the parish's technical operators (two of whom are members of the PCC, viz., Jonathan Berry and Paul Johnson) for the Zooming of weddings and funerals, where requested by the families.

The PCC supported the clergy by paying £1,280 (2022: £970), which includes Council Tax and water rates, for

the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

Parish Share

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution unpaid on 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2023 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant, the Children's and Families' Lay Minister and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (approximately £48,000 in 2023).

The PCC is also mindful of major continuing expenditures in relation to the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £55,000 in reserves.

The total of the funds at the discretion of the PCC to utilise at the year-end was £463,916 including an amount of £46,130 designated for use for the management and operation of the Old School Property; and an amount of £312,049 designated for fabric improvements, primarily for relaying the Horsham Stone Roof, the objectives and timing of which continue under close review and development by the PCC. The remaining amount £105,737 (£463,916 less £46,130 less £312,049) broadly meets the Reserves Policy

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

9. The Old School Board

The Old School Board reported a consistent year as recovery from the impact of lockdown continued. Income for the year was £51,516 compared to £50,818 in 2022, with the small increase largely due to higher interest received on cash deposits.

Expenditure for 2023 was £50,875 compared to £45,872 in 2022 as a result of the artificially low previous couple of years as pandemic kept projects on hold: increased expenditure in 2023 related to renewal and refurbishment of the upstairs toilets, and gutter cleaning (normally required every two years).

A transfer of £9,500 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net surplus of £10,036 was recorded for the year with total funds carried forward of £46,130.

10. The Friends of Holy Trinity Church Cuckfield

The Friends exists to raise funds for the church building and its principal artefacts by engaging with all in the Cuckfield community. Its funds arise from subscriptions, donations (including legacies) and event activities. 2023 was a record year for the Friends: the biggest increase in members, in numbers of events and in people – both members and general public – attending its events and in charitable funds which ultimately will support major Church building, conservation and restoration projects.

New members in 2023 accounted for an 11.5% increase on 2022, due both to regular encouragement and marketing at an increased volume of events. This increase was depleted by 5.6% resulting from the sad passing and infirmity of members, and those moving away.

	As at 31.12.22	Additions	Losses	As at 31.12.23
Life Members	98	11	3	106
Annual Members	222	26	16	232
Total	320	37	19	338

A total of 11 events were mounted for the Friends in 2023 – up from three in 2022, and in addition to the membership fees these added substantially to the increased income in the year. The events included two big concerts, one filling the Church with an audience of 250, two events at Cuckfield Park, a big charity art auction, two well-attended talks on the story of Holy Trinity and other more minor events. Over 1,000 people participated in the year's events.

Accounting also for donations, legacies and Gift Aid, the net surplus/(deficit) in 2023 was £16,212 (2022: £13,040). Total reserves at the 31 December 2023 were £69,381 (2022: £53,169).

The Friends membership is kept well aware that the Friends' primary ambition is to support the Church by contributing to its major conservation and restoration projects, particularly the Horsham stone roof. This is involving building reserves year-on-year. However, in 2023 the Friends did fund a small project for providing a new organ table to match the Chancel furniture, used for choir practice sessions.

11. Approval

The Annual Report for the ended Year 31st December 2023 was approved by the PCC and signed on its behalf by Revd Daniel Valentine (*Chair of the PCC*):



Date: 24th April 2024

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	220,531	258,241	19,917	-	498,689	287,736	
Charitable activities	6,701	-	-	-	6,701	9,197	
Other trading activities	16,115	46,987	20,983	-	84,085	73,442	
Investments	165	1,288	187	-	1,640	1,730	
Other receipts	-	-	-	-	-	-	
Total income	243,512	306,516	41,087	-	591,115	372,105	2
Expenditure on:					-		
Raising funds	1,574	320	6,655	-	8,549	4,779	
Charitable activities	188,732	51,426	2,789	-	242,947	284,151	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	190,306	51,746	9,444	-	251,496	288,930	3
Net gains (or losses) on investments							
Net income or (net expenditure)	53,206	254,770	31,643	-	339,619	83,175	
Transfers between funds	(62,500)	62,500	-	-	-	-	14
	(9,294)	317,270	31,643	-	339,619	83,175	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	(9,294)	317,270	31,643	-	339,619	83,175	
Total funds brought forward	115,031	40,909	66,042	375,000	596,982	513,807	
Total funds carried forward	105,737	358,179	97,685	375,000	936,601	596,982	13

Balance Sheet

	Total Funds 2023	Total Funds 2022	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	231	-	
Debtors	4,954	4,312	11
Investments	44,001	25,515	
Cash at bank and in hand	534,073	212,245	
Total current assets	583,259	242,072	
Creditors: Amounts falling due within one year	(21,658)	(20,180)	12
Net current assets or (liabilities)	561,601	221,892	
Total assets less current liabilities	936,601	596,892	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	936,601	596,892	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	358,179	40,909	
Restricted income funds	97,685	66,042	
Unrestricted funds	105,737	115,031	
Total charity funds	936,601	596,982	13

This Annual Financial Report, for the year ended 31st December 2023, including the notes following, was **approved** by the PCC and signed on its behalf by **Revd Daniel Valentine (Chair of the PCC)**



Date: 24th April 2024

Notes to the financial report

1 Accounting policies

a Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

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

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Charitable activities

Sales of magazines are recognised when received.

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

Fees for weddings and funerals are accounted for on an event basis.

Other trading activities

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

Investment income

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

Notes to the financial report (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

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

Grants

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

Church Activities

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

e Fixed Assets

Tangible fixed assets

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Depreciation

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

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

f Current Assets

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

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

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£	£	£	£	£	£	
Planned giving	111,227	-	-	-	111,227	115,306	
Planned giving (no tax refunds)	2,198	-	13,091	-	15,289	10,994	
Loose cash collections	4,683	-	-	-	4,683	7,469	
Gift Aid recovered	28,251	-	193	-	28,444	30,853	
Other donations	606	3,241	6,633	-	10,480	8,247	
Legacies	73,066	255,000	-	-	328,066	104,000	
Grants (see also note below)							
Mid Sussex District Council Community Fund	500	-	-	-	500	-	
Listed Places of Worship	-	-	-	-	-	10,867	
Donations and legacies	220,531	258,241	19,917	-	498,689	287,736	
Fees for weddings and funerals	6,701	-	-	-	6,701	9,197	
Charitable activities	6,701	-	-	-	6,701	9,197	
Christmas tree festival	13,889	-	-	-	13,889	10,985	
Parish magazine subscriptions	-	-	-	-	-	-	
Other subscriptions	-	-	5,370	-	5,370	7,400	
Coffee functions	482	-	-	-	482	461	
Concerts and events	36	-	15,613	-	15,649	6,060	
Venue hire	1,708	46,987	-	-	48,695	48,536	
Other trading activities	16,115	46,987	20,983	-	84,085	73,442	
Interest on cash deposits	165	1,288	187	-	1,640	1,730	
Investments	165	1,288	187	-	1,640	1,730	
Total income and endowments on all funds	243,512	306,516	41,087	-	591,115	372,105	

The grant from the Listed Places of Worship Grant scheme was given as a contribution to the cost of stonework improvements. The grant from Mid Sussex District Council Community Fund was given as contribution to the church following the King's Coronation. A restricted donation of £10,000 was received from the Kempe Trust towards the creation of a Kempe digital display and interpretation resource.

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Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Christmas tree festival costs	1,574	-	-	-	1,574	1,542	
Music events and costs	-	320	6,655	-	6,975	3,237	
Raising funds - other costs	-	-	-	-	-	-	
Cost of raising funds	1,574	320	6,655	-	8,549	4,779	
Missionary and charitable giving	17,258	-	-	-	17,258	14,725	4
Diocesan parish share	85,400	-	-	-	85,400	80,000	
Staff	33,017	19,187	-	-	52,204	47,367	5
Clergy and other people's expenses	3,066	-	-	-	3,066	1,790	
Upkeep of services	8,478	551	-	-	9,029	10,968	
Youth and children's work	2,891	-	-	-	2,891	336	
Honorariums	9,367	-	-	-	9,367	8,364	
Water, gas and electricity	8,064	12,265	-	-	20,329	15,687	
Church maintenance and repair	8,430	14,277	2,310	-	25,017	84,464	
Insurance	4,175	2,860	-	-	7,035	9,267	
Printing, photocopying and other office costs	5,645	1,741	479	-	7,865	7,784	
Accounting software and examiner fees	1,296	-	-	-	1,296	1,179	8
Advertising	1,645	545	-	-	2,190	2,220	
Cost of charitable activities	188,732	51,426	2,789	-	242,947	284,151	
Total expended on all funds	190,306	51,746	9,444	-	251,496	288,930	13

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Overseas:							
<i>Samara's Aid</i>	1,250	-	-	-	1,250	1,583	
<i>Vision Rescue</i>	-	-	-	-	-	1,085	
<i>Mary's Meals</i>	1,250	-	-	-	1,250	-	
<i>Tariro</i>	1,250	-	-	-	1,250	1,083	
Domestic:							
<i>Crawley Open House</i>	1,250	-	-	-	1,250	1,083	
<i>Refugees Welcome Crawley</i>	1,250	-	-	-	1,250	1,083	
<i>FSW</i>	1,250	-	-	-	1,250	1,083	
<i>Golden Lions</i>	-	-	-	-	-	6,225	
<i>Stroke Association</i>	6,125	-	-	-	6,125	-	
<i>Warm Welcome</i>	2,133	-	-	-	2,133	-	
<i>Holy Trinity CofE School, Cuckfield</i>	1,500	-	-	-	1,500	1,500	
	17,258	-	-	-	17,258	14,725	

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Remuneration							
<i>Wages and salaries</i>	33,017	19,187	-	-	52,204	47,367	
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-	
	33,017	19,187	-	-	52,204	47,367	

In 2023, the General Fund includes the salaries of 3 members of staff (2022: 3) and the Designated Fund includes 2 members of staff (2022: 2).

6 Payments to PCC members and transactions with related charities

During 2019, a member of the PCC, Hilary Turner-King was appointed to the paid role of Children's and Families' Lay Minister, for a term of two years renewed by the PCC in April 2021 for a further two years. Hilary Turner-King left her role in May 2022. During 2023, she was paid £nil (2022: £1,121), to perform this role. No amounts were outstanding at 31 December 2023.

The PCC supported the clergy by paying £1,280 (2022: £970) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

7 Transactions with persons related to PCC members

During 2022, a family member of a PCC member was employed on a part time basis during the year. Their salary did not exceed £5,000. The PCC member concerned resigned from the PCC at the end of 2022.

8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
<i>Independent examination</i>	1,080	-	-	-	1,080	935	
<i>Software fees</i>	216	-	-	-	216	244	
	1,296	-	-	-	1,296	1,179	

Notes to the financial report (continued)

9 Tangible fixed assets

	Freehold land and buildings	Designated <u>Funds</u>	Restricted <u>Funds</u>	Endowed <u>Fund</u>	Total fixed assets	Notes
	£		£	£	£	
Cost or valuation						
At 1 January 2023	375,000	-	-	-	375,000	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2023	375,000	-	-	-	375,000	
Charge for impairment						
At 1 January 2023	-	-	-	-	-	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2023	-	-	-	-	-	
Net book amounts						
At 31 December 2023	375,000	-	-	-	375,000	
<i>At 31 December 2022</i>	<i>375,000</i>	-	-	-	<i>375,000</i>	

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Notes to the financial report (continued)**10 Analysis of net assets by fund**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Fixed assets for church use	-	-	-	375,000	375,000	375,000	
Current assets (except cash)	3,320	-	1,865	-	5,185	4,402	
Cash at bank and on deposit	123,611	358,623	95,840	-	578,074	237,760	
Current liabilities	(21,194)	(444)	(20)	-	(21,658)	(20,180)	
	105,737	358,179	97,685	375,000	936,601	596,982	

11 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Gift Aid	1,830	-	1,584	-	3,414	4,307	
Prepayments	1,485	-	-	-	1,485	-	
Other Debtors	5	-	50	-	55	5	
	3,320	-	1,634	-	4,954	4,312	

12 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2023	Total Funds 2022	Notes
	£		£	£	£	£	
Mission Giving	9,469	-	-	-	9,469	6,969	
Deferred Income	25	339	20	-	384	345	
Governance Costs	1,080	-	-	-	1,080	935	
Giving to Charities	7,778	-	-	-	7,778	7,690	
Accruals	1,756	-	-	-	1,756	-	
Retentions due	-	-	-	-	-	3,836	
Other	1,086	105	-	-	1,191	405	
	21,194	444	20	-	21,658	20,180	

Notes to the financial report (continued)

13 Statement of funds

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric and includes the restricted donation of £10,000 received from the Kempe Trust towards the creation of a Kempe digital display and interpretation resource.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items.

Designated funds comprise the Old School Designated Fund which manages and operates the Old School property and the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds.

Unrestricted funds comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2023	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2023
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	53,169	23,171	(6,959)	-	69,381
Music Fund	1,519	1,383	(325)	-	2,577
Warm Welcome Fund	146	33	-	-	179
Aumbry Fund	59	-	-	-	59
Gifts Fund	-	-	-	-	-
Roof Fund	11,149	16,500	(2,160)	-	25,489
Total of all restricted funds	66,042	41,087	(9,444)	-	97,685
Old School Operating Fund	36,094	51,516	(50,980)	9,500	46,130
Fabric Repair and Improvement Fund	4,815	255,000	(766)	53,000	312,049
Total of all designated funds	40,909	306,516	(51,746)	62,500	358,179
General Fund	115,031	243,512	(190,306)	(62,500)	105,737
Total of all Unrestricted Funds	115,031	243,512	(190,306)	(62,500)	105,737
Total funds	596,982	591,115	(251,496)	-	936,601

14 Transfers between funds

A transfer of £9,500 (2022: £8,580) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School. A transfer of £53,000 (2022: £nil) was made during the year from the General Fund to the Fabric Repair and Improvement Fund to set aside part of a recent legacy for future works and improvements.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD [Registered Charity No. 1131432]

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31st December 2023 which are set out on pages 11-21.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, *or*
- the accounts do not accord with the accounting records, *or*
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



Amy Beecroft FCA
19 Newton Road
Lindfield
West Sussex RH16 2NB

Date: 3/5/24

Accounts



Joyfully Serving Jesus

The Parochial Church Council
of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31ST DECEMBER 2022

Holy Trinity Church
The Church Office
The Old School
Church Street
Cuckfield
West Sussex RH17 5JZ

Email: htcuckfield.churchoffice@talktalk.net
Tel: 01444-456461

Benefice of Cuckfield & Bolney
The Parochial Church Council
Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

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Incumbent:	The Revd Michael Maine (<i>retired 13th March 2022</i>) The Vicarage 5 Barrowfield, Cuckfield West Sussex RG17 5ER
Independent Examiner:	Steve Brentnall FCIE 1 Meadow View Cottages Town Littleworth Cooksbridge, LEWES East Sussex BN8 4TH
PCC Bankers:	Santander UK PLC BBAM, Bridle Road, Bootle Merseyside GIR 0AA Barclays Bank PLC South Road, Haywards Heath West Sussex RH16 4ND
Old School Board Bankers:	CCLA Senator House, 85 Queen Victoria Street London EC4V 4ET HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Friends of Holy Trinity Bankers:	HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Correspondence:	The PCC Secretary The Church Office The Old School Church Street, Cuckfield West Sussex RH17 5JZ

Annual Report

I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names have been registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*. During the year under review, following the joining of the parishes of Bolney and Cuckfield, the Diocese confirmed the new entity's name as the *Benefice of Cuckfield and Bolney*, each parish retaining its own PCC.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

The Friends of Holy Trinity is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rule M5(1)*, revised January 2020, which requires the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31st December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England.

In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. financial and practical support where possible for other charitable organisations with compatible objectives.

3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible**: to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish. These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

4. Public Benefit

While English Law historically recognised the provision of religion as charitable work, that presumption no longer holds. Under the latest Charities Acts, the PCC needs to be aware that the provision of religion, education or relief of poverty must pass the *public benefit* test, and not be solely for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have taken account of the Charity Commission's general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

5. Performance & Achievements Review

Performance Review: the statistics in the table below are drawn from the required Diocesan return of attendance at regular services, baptisms, confirmations, etc. 'Weekly average attendance' is calculated for a week in October. Given this methodology's emphasis on physical attendance and 'actual' communicants, its year to year comparisons are limited where periods of lockdown were necessitated by pandemic regulations. The numbers for participation in services via Zoom (following the chart below) show the value that Zoom has continued to add for those at home.

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Attendances:										
Christmas Communion Services	374	313	153	517	538	514	594	487	391	424
<i>of which Communicants</i>	182	222	121	366	378	379	348	339	259	245
Christmas Crib/Stable/Nativity	509	290	80	729	727	707	1012	1005	740	765
Easter Services	229	227	Closed	400	414	416	309	332	318	263
<i>of which Communicants</i>	196	140		284	299	268	198	236	225	182
Weekly Average Attendance	160	160	80	200	200	193	190	190	180	180
<i>of which Communicants</i>	120	120		160	155	150	158	160	135	133
Electoral Roll:	255	255	255	248	343	339	279	273	273	265
Weddings:	14	5	4	12	10	15	9	18	28	10
Baptisms:	22	26	8	22	31	35	43	40	33	28
Confirmation Candidates:	0	0	0	0	6	0	3	0	9	5
Funerals:	31	33	35	28	29	43	26	30	23	35

Over 2022, in parallel to physical attendance, 138 services were live streamed from church via Zoom. Together these Zoomed services facilitated 2,000 virtual attendances, an average of 14 at each of these services. Looking at Sunday services only (including Evensongs), the 70 Sunday services available via Zoom each reached an average of 26 virtual participants.

Public Benefit:

i. **Social Care** by the church has again had significant public benefit impact:

- The monthly *Solos Lunch* continued (provision of a two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
- members of the parish have taken communion to the homebound;
- The parish has continued to provide proactive support to local Syrian and Ukrainian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.

ii. **Charitable Giving**

- **The Christmas Tree Festival** took place over the weekend of the 9th-11th December. With over 70 trees in situ and hundreds of daily visitors, high points included the forest of illuminated trees and the newly introduced Festival concert on the Saturday evening. Despite the unexpected snow, the carol concert on the Sunday evening was attended by the High Sheriff.

With almost £11,000 raised over the course of the three days and £6,250 of that being presented to the partner charity, Golden Lion Children's Trust, it was great to see this community event alive and kicking after a couple of years out and we look forward to continuing successes over the coming years.

With huge thanks to all the volunteers associated with its revival, particularly to Sue Towns who has been involved with the Festival since its inception and has now stepped down from the committee.

- **Outreach Donations** Despite lockdown and withdrawal of the ability to support fundraising with the usual array of social events and activities, charitable donations from the PCC over the year amounted to £8,500, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Holy Trinity C of E Primary School, Chichester Family Support Work, Crawley Open House, Tariro, Samara's Aid, Christian Aid, Macmillan, Bewbush Academy, Refugees Welcome Crawley, Crossover Brighton, Pakistan Flood Relief Appeal, Royal British Legion and Vision Rescue).

iii. **Beneficial Use of Facilities:** the church was again the principal venue for the Cuckfield Music Festival, additionally, free monthly concerts resumed as a contribution to the cultural amenities of the village, and beneficial use of The Old School facilities was approved by the PCC where appropriate.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2022

The full PCC between 1st January and 31st December 2022 was as follows:

Clergy:

Revd Michael Maine (*retired 13th March 2022*)
Revd Stephen Caple (*Co-opted*)

Licensed Reader:

Vicky Peattie
Clive Simmonds

Churchwardens:

Jane Coan
Brian Cutler (*Lay Vice Chairman of the PCC*)

Deanery Synod Representatives *:

Jill Brotherton (2023)
Rod Montague (2023)
Isobel Simmonds (2023)
Vacancy (2023)
Vacancy (2023)

Lay members of the PCC *:

Mark Parker (2022)
Nick Rowe (2022)
Kevin Sibley (2022)
Vacancy (2022)
Roger Edmonston (2023)
Paul Johnson (2023)
Carolyn Ponder (2023)
Philip Richings (2023)
Kate Berry (2024)
Jonathan Berry (2024)
David Thunder (2024)
Hilary Turner-King (2024)
Jacqui Allcock (2025)
Mary Pape (2025)
Margaret Somers (2025)
Vacancy (2025)

* elected until the APCM of the year in brackets

ii. Officers of the PCC 2022

The PCC is required by its constitution to appoint a Standing Committee with the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Statutory Officers were appointed at the short PCC meeting immediately following the May 2022 APCM:

Standing Committee:

Jane Coan, Brian Cutler, Isobel Simmonds, David Thunder

PCC Officers:

David Thunder (*Honorary PCC Secretary & Electoral Roll Officer*), Isobel Simmonds (*Honorary PCC Treasurer*), Rod Montague (*Parish Safeguarding Coordinator*)

The PCC met formally on six occasions during 2022: three meetings were face to face, three via Zoom, one of which was a joint meeting with Bolney PCC for the purposes of the statutory 'Section 11 Meeting' which approved the Benefice Profile and elected the four Benefice Representatives to work with the Bishop in filling the vacancy. Additionally, four e-motions were carried under Rule M29.

iii. Committees of the PCC

The PCC is supported by and considers reports and recommendations from its committees whose roles are described below. The committees may only transact business set out in their individual terms of reference from the PCC and as contained in the PCC Handbook.

In 2022, in addition to the **Standing Committee**, there were five committees of the PCC:

Finance Committee

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

Pastoral Committee

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

Outreach Committee

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

The Roof Group

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

The Old School Board

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

iv. Holy Trinity Church of England (Aided) Primary School

The PCC has important governance responsibilities in connection with its Church School: the governing body of Holy Trinity CE (Aided) Primary School, in addition to the incumbent as *Ex Officio* Governor, has a majority of Foundation Governors, recommended by PCC decision but approved and appointed by the Diocesan Board of Education.

All are appointed for four years (renewable on application by the PCC at the discretion of the DBoE), dates of retirement in brackets below. At the end of 2022 the Foundation Governors were:

Mrs Rebecca Anderson	(2026)	
Mr Mark Andrews	(2025)	
Mr Zoltan Demjan	(2026)	
Mrs Fiona Halsey	(2024)	Vice Chair
Mrs Zoe Humphrey	(2026)	
Mrs Lindsay Smith	(2026)	Chair

The *Ex Officio* Governor, The Revd Michael Maine, retired from March 2022, and two further Foundation Governors retired during the year: Mrs Josephine Notaras and Mrs Janice Peek.

The PCC records its huge gratitude to Janice Peek: first appointed as a Foundation Governor over twelve years ago, she has given unstinted and distinguished service, for over half that time in the demanding posts of Vice-Chair (in 2012-13), Co-Chair, then Chair (2016-17), and then Co-Chair again for a few years up to her retirement. This is public service of the highest merit for which the PCC offers its deepest thanks and admiration.

v. Governance Regulation

From January 2020, the power of the PCC to pass decisions by e-mail became automatic under the new *Church Representation Rules*, and this Rule M29 power was extended to cover the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. The PCC's meetings held on Zoom during 2022 and motions passed by email were validly held under this regulation.

vi. Parish Personnel

Revd Michael Maine was the Vicar of Cuckfield until 13th March when the Parish (and Benefice) entered vacancy. The parish has since been served by two retired priests, Revd Stephen Caple and Revd Canon David Tickner, supported by two Licensed Readers (Vicky Peattie and Clive Simmonds). Jonathan Berry has served in a Lay Preaching Ministry; Hilary-Turner-King continued as Children's and Families' Lay Minister until May 2022, when Charlotte Tayler took up the post on a two year contract. Gill Squires continued as Parish Administrator and Richard Jenkinson as Organist and Choir Master.

vii. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch and on the Church website; a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults through Holy Trinity has a current DBS Certificate. In addition to the two clergy with PTO, there are 71 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service); this includes all PCC and Old School Board members.

The Parish committed itself to the *Diocesan Simple Quality Protects* safeguarding programme on its launch and achieved Level 1 in April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review. The current Safeguarding Policies, Guides, associated documentation and contact information for third party assistance are posted on the church website.

7. Review of the Year

Joyfully serving Jesus

The early part of the year was dominated by the departure of our former vicar, Michael Maine. Although he was with us for only 7 years, Michael had a significant impact on many aspects of Cuckfield life, which were celebrated at his final service at the end of February. Whilst there has been some progress in finding a replacement, the shortage of suitable candidates has slowed that process. We have been fortunate, however, in having the services of The Revd Stephen Caple, The Revd Canon David Tickner and The Revd Stephen Terry to help to provide a priestly ministry during the vacancy and support our Readers, Vickie Peattie and Clive Simmonds, and Authorised Lay Minister Jonathan Berry in maintaining our normal service pattern, and we are grateful to all of them.

Michael's departure is not the only loss that we have suffered in the last twelve months. We have, of course, lost our much loved Queen Elizabeth II, although we had joined with the nation in celebrating her Platinum Jubilee earlier in the year. A more subtle loss this year has been that illusory sense of living in a peaceful Europe, supported by a vibrant economy. We have responded to these changes in our national and international life, providing aid for Ukrainian refugees and those in economic need while being a channel for the expression of condolences for our late Queen.

Our services continue to be streamed online via Zoom, attracting between 30 and 40 participants each Sunday morning. This technology enables our housebound and less mobile parishioners to participate in our services, and allows parishioners temporarily away from Cuckfield to join our worship. We are extremely grateful for all the hard work of the small technical team that make this possible.

The music tradition at Holy Trinity continues to flourish under the leadership of our Director of Music, Richard Jenkinson. The choir now includes twelve junior singers, although there are vacancies in the senior choir. We were delighted to appoint Fearghus Beauchamp as a Music Scholar in October, and Ken Sagar as Organist Emeritus. Fearghus sings tenor, plays both flute and organ and conducts choir anthems from time to time. During the year we were pleased to resume our Friday lunchtime concerts and to host many of the Cuckfield Music Festival's events. and other concerts.

Following the departure of Helen Swift towards the end of 2021, our Children and Family Ministry team was somewhat depleted. Fortunately, we were able to recruit Charlotte Tayler to the team in the early summer, ensuring that this work has continued in both the primary school and at holiday events around the church and Old School. Charlotte, who is currently studying part time at Ridley Hall Cambridge, also helps with Choir Club, supporting the junior choir and singing in the choir herself.

We have continued the pattern that emerged towards the end of the pandemic, having an informal service of Family Praise after the main service on the first Sunday of the month and encouraging greater involvement of young people and their families in the Family Eucharist on the third Sunday of the month. It is noticeable that the team's more recreational activities during the holidays are better supported.

In the absence of an incumbent, Canon David Tickner has taken the leading role in supporting the primary school. The links with the school have been sustained by a team of volunteers, including Hilary Turner-King, Jonathan Berry and Charlotte Taylor, while Jane Coan has continued to co-ordinate help for families experiencing hardship with donations of food and money. The parish has continued to support Bewbush Academy and Family Support Work in a similar way.

2022 was relatively quiet in terms of fabric repairs and enhancements, although our inspecting architect, Jonathan Cerowski, carried out an inspection of the roof spaces in preparation for the project to relay the Horsham stone roof. The timing of the main project has still to be determined.

We were very pleased to see the return of the Christmas Tree Festival in early December after the break due to Covid. The church was again full of beautifully decorated trees with a magnificent partner charity tree for the Golden Lion Children's Trust. An innovation this year was a concert on the Saturday evening, arranged in conjunction with the Cuckfield Music Festival. A total of £6,876 was raised for the partner charity, including donations made directly to the charity.

Although it is true that the Churchwardens carry additional responsibilities during a vacancy, this is made possible by the unstinting help of many others, and it will not be possible to list everyone here. The parish is however extremely grateful to our team of retired priests, The Revd Stephen Caple, The Revd Stephen Terry and Canon David Tickner, who have served us unceasingly since the start of the vacancy. We are fortunate in having two Readers, Vicky Peattie and Clive Simmonds, and an Authorised Lay Minister, Jonathan Berry to assist, particularly with preaching. And of course, our worship would not be what it is without the input from our choir under the direction of our Musical Director, Richard Jenkinson.

The parish has been extremely well served with financial and administrative help. Isobel Simmonds has stepped into the role of acting Honorary Treasurer, working closely with our church accountant, Zoë Richings. Our PCC Secretary, David Thunder, works tirelessly to ensure that the PCC runs efficiently and that what we do is consistent with current legislation. We are also very grateful for the efforts of Rod Montague, our Parish Safeguarding Officer, for his work in ensuring that we keep everyone safe. A very special word of thanks goes to Gill Squires, our Parish Administrator, who for the last 23 years has kept everyone on their toes, and maintained a very efficient Church Office for the benefit of everyone involved with Holy Trinity. Gill has announced that she will be retiring during 2023.

8. 2022 Financial Review

Introduction

The preparation of this year's accounts has again been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

Incoming and outgoing resources

Total income for the year is £372,105, compared to £297,040 for 2021. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £226,750 (2021: £176,879), which encouragingly was both above our budget and the income for last year due mainly to a significant legacy received during 2022. Our main source of income is regular giving, and we have been

encouraged during 2022 that this has continued to remain consistent and ahead of budget and prior year.

In 2022, we received approximately £10,900 of grants (2021: £44,000), which related to stonework improvements paid for during 2021.

Total expenditure for the year is £288,930 compared to £344,083 for 2021. This includes all the funds over which the PCC has control, unrestricted, designated and restricted. Expenditures in 2022 were lower than 2021 due to the completion of a number of one-off projects during 2021, including stonework improvements and the upgrade of the Church's AV system.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £163,721 (2021: £172,986). Spend was lower than last year and broadly consistent with budget. This is due to the completion of major projects in 2021 as noted above, partially offset by continued inflation. Whilst the PCC has worked hard to control costs, we continue to see rising costs in most areas, especially with respect to utilities.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

Diocesan Loan

During 2021, the Diocese of Chichester awarded the church a loan of £50,000, to cover the cash timing difference between the payment of expenses on the stonework improvement project and the receipt of donations and grants. This loan was interest free and was repaid using funds from a legacy during 2022.

Related Parties

Payments to PCC member, persons closely connected to them, or related parties are allowed under the Charities Act 2011 by the following provision: charity trustees may, provided certain conditions are met, pay for the provision of services to the charity by a 'connected person' [falling within the definition contained in Section 118 of the 2011 Act] where the PCC is satisfied the relevant conditions are met, the required process has been transparently followed, and safeguards are in place.

The PCC at its March 2017 meeting appointed Zoë Richings, daughter of a PCC Member, to the salaried position of Church Accountant and made payments to her by that resolution; at its April 2021 meeting, the PCC re-appointed Hilary Turner-King, a member of the PCC, to the salaried position of Children's and Families' Lay Minister, making payments to her by that resolution until June 2022. The PCC also approved the reimbursement of expenses to the parish's technical operators (two of whom are members of the PCC, viz., Jonathan Berry and Paul Johnson) for the Zooming of weddings and funerals, where requested by the families.

The PCC supported the clergy by paying £970 (2021: £4,400), which includes Council Tax and water rates, for the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

Parish Share

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution unpaid on 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2022 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant, the Children's and Families' Lay Minister and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (approximately £41,000 in 2022).

The PCC is also mindful of major continuing expenditures in relation to the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £50,000 in reserves.

The total of the funds at the discretion of the PCC to utilise, at the year-end was £155,940 including an amount of £36,094 designated for use for the management and operation of the Old School Property and an amount of £4,815 designated for fabric improvements. The remaining amount £115,031 (£155,940 less £36,094 less £4,815) broadly meets the Reserves Policy.

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

9. The Old School Board

The Old School Board reported a much better year as recovery from the impact of lockdown continued. Income for the year was £50,818 compared to £31,379 in 2021, due to improved levels of bookings from regular hirers and an increase in one-off hirers.

Expenditure for 2022 was £45,872 compared to £39,814 in 2021 as a result both of increased expenditure ensuring that the premises were Covid-compliant and continuing essential overheads.

No strategic refurbishment occurred during 2022 but all essential maintenance was carried out and improvements in the lighting were made to help save energy. A transfer of £8,580 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net surplus of £13,526 was recorded for the year with total funds carried forward of £36,094. Accordingly, a number of strategic refurbishments will be proposed in the 2023 Business Plan.

10. The Friends of Holy Trinity Church Cuckfield

The Friends of Holy Trinity Church Cuckfield

The Friends exists to raise funds for the church building and its principal artefacts by engaging with all in the Cuckfield community. Its funds arise from subscriptions, donations (including legacies) and event activities.

In 2022, its first year largely unaffected by the pandemic, membership remained stable with losses being replaced by new members. There was an encouraging move by many existing and new members to take out life memberships. The position is summarised below:

	As at 31.12.21	Additions	Losses	As at 31.12.22
Life Members	74	26	2	98
Annual Members	246	7	31	222
Total	320	33	33	320

Three major events were mounted in the year: an ever-popular Welsh Male Voice Choirs concert, an afternoon with Antiques Roadshow expert John Benjamin, and the Friends' exclusive preview of the Christmas Tree Festival, each delivering healthy additions to funds.

Following the transfer of £40,000 in 2021 towards repairs to the church tower stonework, the focus has been upon rebuilding reserves. In 2022 the Friends did, however, fund a new chamber organ table for the church chancel.

Accounting also for donations, legacies and Gift Aid, the net surplus/(deficit) in 2022 was £13,040 (2021: (£32,666)). Total reserves at the 31 December 2022 were £53,169 (2021: £40,129).

11. Significant Events since the End of the 2022 Financial Year

The PCC records its gratitude for the receipt, since the end of the year under review, the legacy from the estate of the late Anthony Burbidge in the sum of £255,000 and has yet to have met to review and agree its uses.

12. Approval

The Annual Report for the ended Year 31st December 2022 was approved by the PCC and signed on its behalf by Brian Cutler (*Lay Vice Chair of the PCC*):

A handwritten signature in black ink, reading "Brian Cutler", with a long, sweeping horizontal line underneath.

Date: 24th April 2023

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	203,154	64,727	19,855	-	287,736	255,815	
Charitable activities	9,197	-	-	-	9,197	3,677	
Other trading activities	13,120	46,862	13,460	-	73,442	37,302	
Investments	1,279	314	137	-	1,730	246	
Other receipts	-	-	-	-	-	-	
Total income	226,750	111,903	33,452	-	372,105	297,040	2
Expenditure on:					-		
Raising funds	1,788	860	2,131	-	4,779	1,252	
Charitable activities	161,933	103,433	18,785	-	284,151	342,831	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	163,721	104,293	20,916	-	288,930	344,083	3
Net gains (or losses) on investments							
Net income or (net expenditure)	63,029	7,610	12,536	-	83,175	(47,043)	
Transfers between funds	(8,580)	8,580	-	-	-	-	14
	54,449	16,190	12,536	-	83,175	(47,043)	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	54,449	16,190	12,536	-	83,175	(47,043)	
Total funds brought forward	60,582	24,719	53,506	375,000	513,807	560,850	
Total funds carried forward	115,031	40,909	66,042	375,000	596,982	513,807	13

Balance Sheet

	Total Funds 2022	<i>Total Funds</i> <i>2021</i>	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	90	-	
Debtors	4,312	9,628	11
Investments	25,515	18,924	
Cash at bank and in hand	212,245	169,247	
Total current assets	242,162	197,799	
Creditors: Amounts falling due within one year	(20,180)	(58,992)	12
Net current assets or (liabilities)	221,982	138,807	
Total assets less current liabilities	596,982	513,807	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	596,982	513,807	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	40,909	24,719	
Restricted income funds	66,042	53,506	
Unrestricted funds	115,031	60,582	
Total charity funds	596,982	513,807	13

This Annual Financial Report, for the year ended 31st December 2022, including the notes following, was approved by the PCC and signed on its behalf by Brian Cutler, Lay Vice Chair



Date 24th April 2023

Notes to the financial report

1 Accounting policies

a Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

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

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Charitable activities

Sales of magazines are recognised when received.

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

Fees for weddings and funerals are accounted for on an event basis.

Other trading activities

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

Investment income

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

Notes to the financial report (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

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

Grants

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

Church Activities

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

e Fixed Assets

Tangible fixed assets

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Depreciation

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

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

f Current Assets

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

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

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021	Notes
	£	£	£	£	£	£	
Planned giving	115,281	-	25	-	115,306	118,716	
Planned giving (no tax refunds)	1,904	2,500	6,590	-	10,994	14,608	
Loose cash collections	7,469	-	-	-	7,469	8,224	
Gift Aid recovered	29,657	-	1,196	-	30,853	34,474	
Other donations	1,803	3,642	2,802	-	8,247	25,872	
Legacies	47,040	56,960	-	-	104,000	10,000	
Grants (see also note below)							
Garfield Weston Foundation	-	-	-	-	-	10,000	
Listed Places of Worship	-	1,625	9,242	-	10,867	20,121	
National Churches Trust	-	-	-	-	-	5,000	
Sussex Historic Churches Trust	-	-	-	-	-	7,000	
Cuckfield Deanery	-	-	-	-	-	1,800	
Donations and legacies	203,154	64,727	19,855	-	287,736	255,815	
Fees for weddings and funerals	9,197	-	-	-	9,197	3,677	
Charitable activities	9,197	-	-	-	9,197	3,677	
Christmas tree festival	10,985	-	-	-	10,985	620	
Parish magazine subscriptions	-	-	-	-	-	95	
Other subscriptions	-	-	7,400	-	7,400	4,490	
Coffee functions	461	-	-	-	461	68	
Concerts and events	-	-	6,060	-	6,060	478	
Venue hire	1,674	46,862	-	-	48,536	31,551	
Other trading activities	13,120	46,862	13,460	-	73,442	37,302	
Interest on cash deposits	1,279	314	137	-	1,730	246	
Investments	1,279	314	137	-	1,730	246	
Total income and endowments on all funds	226,750	111,903	33,452	-	372,105	297,040	

The grants from the Garfield Weston Foundation, the Listed Places of Worship Grant scheme, the National Churches Trust, and the Sussex Historic Churches Trust, were all given as a contribution to the cost of stonework improvements. The grant from Cuckfield Deanery was given as a contribution towards the cost of the Office Administrator.

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Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021	Notes
	£		£	£	£	£	
Christmas tree festival costs	1,542	-	-	-	1,542	392	
Music events and costs	246	860	2,131	-	3,237	860	
Raising funds - other costs	-	-	-	-	-	-	
Cost of raising funds	1,788	860	2,131	-	4,779	1,252	
Missionary and charitable giving	14,725	-	-	-	14,725	7,000	4
Diocesan parish share	80,000	-	-	-	80,000	74,300	
Staff	28,815	18,552	-	-	47,367	47,448	5
Clergy and other people's expenses	1,790	-	-	-	1,790	4,387	
Upkeep of services	6,883	516	3,569	-	10,968	10,634	
Youth and children's work	336	-	-	-	336	658	
Honorariums	8,364	-	-	-	8,364	8,076	
Water, gas and electricity	4,434	11,253	-	-	15,687	15,932	
Church maintenance and repair	2,521	67,019	14,924	-	84,464	157,029	
Insurance	5,258	4,009	-	-	9,267	9,033	
Printing, photocopying and other office costs	5,953	1,539	292	-	7,784	5,083	
Accounting software and examiner fees	1,179	-	-	-	1,179	1,185	8
Advertising	1,675	545	-	-	2,220	2,066	
Cost of charitable activities	161,933	103,433	18,785	-	284,151	342,831	
Total expended on all funds	163,721	104,293	20,916	-	288,930	344,083	13

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
Overseas:						
<i>Samara's Aid</i>	1,583	-	-	-	1,583	917
<i>Vision Rescue</i>	1,085	-	-	-	1,085	916
<i>School in Harare</i>	1,083	-	-	-	1,083	917
Domestic:						
<i>Crawley Open House</i>	1,083	-	-	-	1,083	917
<i>Refugees Welcome Crawley</i>	1,083	-	-	-	1,083	916
<i>FSW</i>	1,083	-	-	-	1,083	917
<i>Golden Lions</i>	6,225	-	-	-	6,225	-
<i>Holy Trinity CofE School, Cuckfield</i>	1,500	-	-	-	1,500	1,500
	14,725	-	-	-	14,725	7,000

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
Remuneration						
<i>Wages and salaries</i>	28,815	18,552	-	-	47,367	47,448
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-
	28,815	18,552	-	-	47,367	47,448

In 2022, the General Fund includes the salaries of 3 members of staff (2021: 4) and the Designated Fund includes 2 members of staff (2021: 2).

6 Payments to PCC members and transactions with related charities

During 2019, two members of the PCC, Helen Swift and Hilary Turner-King were appointed to the paid role of Children's and Families' Lay Ministers, for a term of two years renewed by the PCC in April 2021 for a further two years. Helen Swift left her role in October 2021, and Hilary Turner-King left her role in May 2022. During 2022, they were paid £nil (2021: £5,146) and £1,121 (2021: £6,175), respectively, to perform this role. No amounts were outstanding at 31 December 2022.

The PCC supported the clergy by paying £970 (2021: £4,400) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

7 Transactions with persons related to PCC members

A family member of a PCC member was employed on a part time basis during the year. Their salary did not exceed £5,000.

8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
<i>Independent examination</i>	935	-	-	-	935	855
<i>Software fees</i>	244	-	-	-	244	330
	1,179	-	-	-	1,179	1,185

Notes to the financial report (continued)

9 Tangible fixed assets

	Freehold land and buildings	Designated <u>Funds</u>	Restricted <u>Funds</u>	Endowed <u>Fund</u>	Total fixed assets
	£		£	£	£
Cost or valuation					
At 1 January 2022	375,000	-	-	-	375,000
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2022	375,000	-	-	-	375,000
Charge for impairment					
At 1 January 2022	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2022	-	-	-	-	-
Net book amounts					
At 31 December 2022	375,000	-	-	-	375,000
<i>At 31 December 2021</i>	<i>375,000</i>	-	-	-	<i>375,000</i>

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Notes to the financial report (continued)

10 Analysis of net assets by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
Fixed assets for church use	-	-	-	375,000	375,000	375,000
Current assets (except cash)	1,393	-	3,009	-	4,402	9,628
Cash at bank and on deposit	129,662	45,045	63,053	-	237,760	188,171
Current liabilities	(16,024)	(4,136)	(20)	-	(20,180)	(58,992)
	115,031	40,909	66,042	375,000	596,982	513,807

11 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
Gift Aid	1,388	-	2,919	-	4,307	5,852
Grants due	-	-	-	-	-	1,800
Prepayments	-	-	-	-	-	1,375
Other Debtors	5	-	-	-	5	601
	1,393	-	2,919	-	4,312	9,628

12 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2022	Total Funds 2021
	£		£	£	£	£
Mission Giving	6,969	-	-	-	6,969	5,969
Deferred Income	25	300	20	-	345	321
Governance Costs	935	-	-	-	935	855
Giving to Charities	7,690	-	-	-	7,690	1,351
Diocesan Loan due	-	-	-	-	-	50,000
Retentions due	-	3,836	-	-	3,836	-
Other	405	-	-	-	405	496
	16,024	4,136	20	-	20,180	58,992

During 2021, a loan was granted by the Diocese of Chichester for a total amount of £50,000. This loan, which was interest free, was used to complete the stonework improvement project and was repaid during 2022.

Notes to the financial report (continued)

13 Statement of funds

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items

Designated funds comprise the Old School Designated Fund which manages and operates the Old School property and the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds.

Unrestricted funds comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2022	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2022
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	40,129	18,477	(5,437)	-	53,169
Music Fund	1,527	2,185	(2,193)	-	1,519
Warm Welcome Fund	1,738	309	(1,901)	-	146
Aumbry Fund	59	-	-	-	59
Gifts Fund	-	-	-	-	-
Roof Fund	10,053	12,481	(11,385)	-	11,149
Total of all restricted funds	53,506	33,452	(20,916)	-	66,042
Old School Operating Fund	22,568	50,818	(45,872)	8,580	36,094
Fabric Repair and Improvement Fund	2,151	61,085	(58,421)	-	4,815
Total of all designated funds	24,719	111,903	(104,293)	8,580	40,909
General Fund	60,582	226,750	(163,721)	(8,580)	115,031
Total of all Unrestricted Funds	60,582	226,750	(163,721)	(8,580)	115,031
Total funds	513,807	372,105	(288,930)	-	596,982

14 Transfers between funds

A transfer of £8,580 (2021: £8,580) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School.

A transfer was made during the year of £nil (2021: £40,000) from the Friends of Holy Trinity Fund, to the Roof Fund, as a contribution towards Stonework improvements.

Notes to the financial report (continued)

15 Prior year statement of financial activities - comparative figures for this year

Statement of Financial Activities - 2021

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021
	£		£	£	£
Income and endowments from:					
Donations and legacies	171,654	12,632	71,529	-	255,815
Charitable activities	3,677	-	-	-	3,677
Other trading activities	1,548	30,786	4,968	-	37,302
Investments	-	11	235	-	246
Other receipts	-	-	-	-	-
Total income	176,879	43,429	76,732	-	297,040
Expenditure on:					
Raising funds	392	860	-	-	1,252
Charitable activities	172,594	49,848	120,389	-	342,831
Other trading activities	-	-	-	-	-
Other expenditure	-	-	-	-	-
Total expenditure	172,986	50,708	120,389	-	344,083
Net gains (or losses) on investments					
Net income or (net expenditure)	3,893	(7,279)	(43,657)	-	(47,043)
Transfers between funds	(8,580)	8,580	-	-	-
	(4,687)	1,301	(43,657)	-	(47,043)
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
Net movement in funds	(4,687)	1,301	(43,657)	-	(47,043)
Total funds brought forward	65,269	23,418	97,163	375,000	560,850
Total funds carried forward	60,582	24,719	53,506	375,000	513,807

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD
[Registered Charity No. 1131432]**

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31st December 2022 which are set out on pages 12-22.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



Steve Brentnall FCIE (Fellow of the Association of Charity Independent Examiners)
1 Meadow View Cottages
Town Littleworth
LEWES BN8 4TH

Date:

23rd April 2023

Accounts



Joyfully Serving Jesus

The Parochial Church Council
of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31ST DECEMBER 2021

Holy Trinity Church
The Church Office
The Old School
Church Street
Cuckfield
West Sussex RH17 5JZ

Email: htcuckfield.churchoffice@talktalk.net
Tel: 01444-456461

Benefice of Cuckfield & Bolney
The Parochial Church Council
Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

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Incumbent:	The Revd Michael Maine The Vicarage 5 Barrowfield, Cuckfield West Sussex RG17 5ER
Independent Examiner:	Steve Brentnall FCIE 1 Meadow View Cottages Town Littleworth Cooksbridge, LEWES East Sussex BN8 4TH
PCC Bankers:	Santander UK PLC BBAM, Bridle Road, Bootle Merseyside GIR 0AA Barclays Bank PLC South Road, Haywards Heath West Sussex RH16 4ND
Old School Board Bankers:	CCLA Senator House, 85 Queen Victoria Street London EC4V 4ET HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Friends of Holy Trinity Bankers:	HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Correspondence:	The PCC Secretary The Church Office The Old School Church Street, Cuckfield West Sussex RH17 5JZ

Annual Report

I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names have been registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*. During the year under review, following the joining of the parishes of Bolney and Cuckfield, the Diocese confirmed the new entity's name as the *Benefice of Cuckfield and Bolney*, each parish retaining its own PCC.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

The Friends of Holy Trinity is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rule M5(1)*, revised January 2020, which requires the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31st December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England.

In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest, The Revd Michael Maine, in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. financial and practical support where possible for other charitable organisations with compatible objectives.

3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible**: to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish.

These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then

numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

4. Public Benefit

While English Law historically recognised the provision of religion as charitable work, that presumption no longer holds. Under the latest Charities Acts, the PCC needs to be aware that the provision of religion, education or relief of poverty must pass the *public benefit* test, and not be solely for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have taken account of the Charity Commission's general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

5. Performance & Achievements Review

Performance Review: the statistics in the table below are drawn as required from the Diocesan return of attendance at regular services, baptisms, confirmations, etc. The methodology used has an emphasis on physical attendance and 'actual' communicants: its year to year comparisons are thus of little value this year, beyond showing the impact of lockdowns. Weekly average attendance was calculated for a week in October. The parallel attendance for Zoom services which follows, taken together with the physical attendance, shows in contrast the remarkable achievement in keeping the worshipping community together over another difficult year of pandemic.

	2021	2020	2019	2018	2017	2016	2015	2014	2013
Attendances:									
Christmas Communion Services	313	153	517	538	514	594	487	391	424
<i>of which Communicants</i>	222	121	366	378	379	348	339	259	245
Christmas Crib/Stable/Nativity	290	80	729	727	707	1012	1005	740	765
Easter Services	227	Closed	400	414	416	309	332	318	263
<i>of which Communicants</i>	140		284	299	268	198	236	225	182
Weekly Average Attendance	160	80	200	200	193	190	190	180	180
<i>of which Communicants</i>	120		160	155	150	158	160	135	133
Electoral Roll:	255	255	248	343	339	279	273	273	265
Weddings:	5	4	12	10	15	9	18	28	10
Baptisms:	26	8	22	31	35	43	40	33	28
Confirmation Candidates:	0	0	0	6	0	3	0	9	5
Funerals:	33	35	28	29	43	26	30	23	35

Over 2021, in parallel to physical attendance, 223 services were either held exclusively on Zoom or live streamed via Zoom from church, an average of 4.2 per week. Together these Zoom services facilitated 5,694 participants, reached via some 4,654 connections to the Zoom account. During the ten Sundays church was closed (10th January to 21st March), average Sunday attendance on Zoom was 124 (range 110-140). As church reopened and physical attendance in church could grow, compensating Sunday attendance via Zoom declined from 90 in March-April, through 60-70 in May-June, to settle at a continuing 40-50 per Sunday by the end of the year.

Public Benefit:

- i. **Social Care** by the church has again had a public benefit impact, although heavily curtailed from March 2020 following the national Covid-19 lockdown and in line with Government and Diocesan regulations:
 - the monthly *Solos Lunch* resumed in the autumn (provision of two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
 - members of the parish have resumed taking communion to the homebound, but *local care homes* and the *Special Baby Care Units at the Princess Royal Hospital* (Haywards Heath), and *Trevor Mann Unit* (Brighton) remained closed to outside visitors;
 - The parish has continued to provide proactive support to local Syrian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.
- ii. **Charitable Giving**
 - While the PCC and parish had again planned to support the 2021 Cuckfield Christmas Tree Festival, this inevitably was cancelled, and a smaller Covid-compliant display reminded the community of the festival's role and appeal;
 - Despite lockdown and withdrawal of the ability to support fundraising with the usual array of social events and activities, charitable donations from the PCC over the year amounted to £7,000, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Holy Trinity C of E Primary School, Chichester Family Social Work, Crawley Open House, Tariro, Samara's Aid, Christian Aid, Macmillan, Bewbush Academy, Winston's Wish, St Peter and St James Hospice, and Vision Rescue).
- iii. **Beneficial Use of Facilities:** Outside of lockdown, the church became available for the Cuckfield Music Festival and free monthly concerts resumed as a contribution to the cultural amenities of the village, with associated beneficial use made of The Old School facilities where possible.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2021

The full PCC between 1st January 2021 and 31st December 2021 was as follows:

Clergy:

Revd Michael Maine

Licensed Reader:

Vicky Peattie (from 22 November 2021)

Clive Simmonds

Churchwardens:

Jane Coan

Brian Cutler (*Lay Vice Chairman of the PCC*)

Deanery Synod Representatives *:

Jill Brotherton (2023)

Rod Montague (2023)

Isobel Simmonds (2023)

Helen Swift (resigned 31 October 2021)

Vacancy (2023)

Lay members of the PCC *:

Mark Parker (2022)

Nick Rowe (2022)

Kevin Sibley (2022)

Vacancy (2022)

Roger Edmonston (2023)

Paul Johnson (2023)

Carolyn Ponder (2023)

Philip Richings (2023)

Kate Berry (2024)

Jonathan Berry (2024)

David Thunder (2024)

Hilary Turner-King (2024)

Orlando Milford (Co-opted)

* elected until the APCM of the year in brackets

ii. Officers of the PCC 2021

The PCC is required to appoint a Standing Committee which has the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Officers were appointed as required by the constitution at the short PCC meeting immediately following the May 2021 APCM, with Isobel Simmonds joining the Standing Committee from October 2021:

Standing Committee: The Revd Michael Maine, Jane Coan, Brian Cutler, Orlando Milford, Isobel Simmonds (*from October 2021*), David Thunder
PCC Officers: David Thunder (*Honorary Secretary & Electoral Roll Officer*), Orlando Milford (*Honorary Treasurer*), Rod Montague (*Parish Safeguarding Coordinator*)

The PCC met formally on five occasions during 2021 (four via Zoom, one face to face), with additionally five e-motions carried under Rule M29.

iii. Committees of the PCC

The PCC is supported by and considers reports from committees whose roles are described below. The committees carry out much of the preparatory and implementation work of the PCC. However, each committee may only transact the business set out in its individual terms of reference as set by the PCC and as contained in the PCC Handbook.

In 2021, in addition to the **Standing Committee**, there were five committees of the PCC:

Finance Committee

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

Pastoral Committee

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

Outreach Committee

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

The Roof Group

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

The Old School Board

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

iv. Holy Trinity Church of England (Aided) Primary School

The PCC has important governance responsibilities in connection with its Church School: the governing body of Holy Trinity CE (Aided) Primary School, in addition to the *Ex Officio* Governor, has a majority of eight Foundation Governors recommended by PCC decision but approved and appointed by the Diocesan Board of Education.

All are appointed for four years (renewable on application by the PCC at the discretion of the DBoE), dates of retirement in brackets below. At the end of 2021, the Foundation Governors were:

Rev Michael Maine	<i>Ex Officio</i>
Mr Mark Andrews	(2025)
Mrs Fiona Halsey	(2024)
Mrs Tracy Humphrey	(2022)
Mr Simon Janvrin	(retired September 2021) <i>Co-Chair</i>
Mrs Josephine Notaras	(2022)
Mrs Janice Peek	(2025) <i>Co-Chair</i>
Mrs Margaret Somers	(2023)

v. Governance Regulation

From January 2020, the power of the PCC to pass decisions by e-mail became automatic under the new *Church Representation Rules*, and this Rule M29 power was extended to cover the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. The PCC's meetings held on Zoom during 2021 were done so under this regulation.

vi. Parish Personnel

Revd Michael Maine is the Vicar of Cuckfield, supported by two Licensed Readers (Vicky Peattie and Clive Simmonds). Gill Squires continued as Parish Administrator; Richard Jenkinson continued as Organist and Choir Master; Helen Swift (resigned 31 October 2021) and Hilary-Turner-King had their two-year posts as Children's and Families' Lay Ministers renewed until May 2023.

vii. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch, on the Church website; and a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults has a current DBS Certificate. There are 73 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service) and this includes all PCC members.

The Parish committed itself to the *Diocesan Simple Quality Protects* safeguarding programme on its launch and achieved Level 1 in April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review.

7. Review of the Year

Joyfully serving Jesus

The pandemic again dominated 2021 and cast a long shadow over both national and local life. Having celebrated Christmas in reduced circumstances in 2020, the Vicar and Wardens (despite the church remaining open) followed national guidelines and decided to move worship back online in the new year, with, again, the backdrop of rooms in the vicarage as our broadcast worship space. However, the gloomy situation improved quite soon, and worship resumed in church for our Sunday and Wednesday services. As the year progressed, both the Thursday and Friday Communion services resumed in church after a year and a half online. The Thursday

Eucharist, as well as Wednesday, Sunday 9.45 and Evensongs were also live-streamed from church, thus providing an extra element to our outreach.

As the year progressed, some semblance of normality began to emerge. Although we were still living in a period of anxiety in the earlier part of the year, we kept Holy Week in full, with a mixed mode of online and in church. On Good Friday the Family Worship was presented in church with online video clips from families, and the Bishop of Horsham (+Ruth) led an online devotion before the Liturgy itself. Coffee resumed on Wednesdays and Sundays, and at Harvest a wonderful number of people attended a 'bring and share' supper in the church with home grown entertainment. The Solos' Lunch also resumed towards the end of the year. Whilst people have been cautious, there was a great desire to engage spiritually by so many within the wider community. It was wonderful to hear our bells ringing once more, thanks to our ringers. As Christmas approached, we had to contend with the new Omicron variant on the Covid front, and numbers again self-regulated between in church and on Zoom, and with the slightly reduced seating the church was full for the Carol Service, the second crib service, and the Midnight and Christmas morning services as well as on Zoom.

Online and In-house Worship

Again, we must express huge gratitude to our technical team, who have worked exceptionally hard to achieve the ability to integrate people at home with our worship in church. A major upgrade of our technical system took place during the year, and great steps were made possible in what can be achieved. Thus, we now have the ability for readers and those leading the prayers to participate from home, and this also provided much comfort for the bereaved. At the funeral of Guy Berkeley, for example, a faithful member of the congregation who gave so much to parish life, his son was able to give the tribute live from New Zealand, while his sister-in-law read a poem from South Africa.

Ministry

We continue to have an excellent relationship with our Church School, and (under the guidance of Mrs Ann Macgregor, the head teacher) the parish provided food and money for those families experiencing hardship within the school community (with thanks to Jane Coan who worked tirelessly to deliver both these contributions). We also continued to provide online assemblies, until the start of the school year in September, when the Vicar, Jonathan Berry, Helen Swift, and Hilary Turner-King shared the load of in-person assemblies in school. Both pupils and staff much appreciated these. Our congregation also continued to support the Bewbush Academy in Crawley with donations of food and money, and we are grateful for the wonderful coordination of this work by Rebecca Anderson.

Our work with children, young people and families has again been a case of teasing out what was possible, and we are very grateful to Helen Swift and Hilary Turner-King, our Children's and Families' Lay Ministers, for the wonderful online and craft opportunities provided during holidays and half term breaks. Helen and Hilary again provided a pumpkin trail at All Saints' Tide and a themed trail at Christmas, and many families enthusiastically participated in these and the other activities.

We were deeply sorry Helen left us at the end of October due to the family's relocation to Suffolk. We were blessed as a community by her cheerful and generous ministry. However, Holy Trinity continues to be fortunate that Hilary works tirelessly on so many fronts of church life.

An ongoing exploration in terms of our outreach to children and families continues. A new informal act of worship was started on the first Sunday of the month, and the third Sunday 9.45 service has the participation of the whole age range of the community. At present, we have enthusiastic support from those families who engage with us, and there is much good will, but this avenue of outreach requires prayerful consideration as time progresses to see this translate into church attendance.

Richard Jenkinson, our Director of Music, continued his invaluable work with the choir, and at Christmas both those in church and at home were greatly lifted by the wonderful music. We must also thank Richard and those adults who enable our Trinity Choristers - the junior choir - to practice and participate in worship.

We have been grateful for the work undertaken by Clive Simmonds, our Reader. In addition to his preaching ministry, Clive became a much-valued chaplain at the Kleinwort Centre, and also coordinates the church Men's Group who are enjoying meeting socially again.

Regarding ministry, we were delighted when Vicky Peattie was licensed to the parish as a Reader in addition to Clive. Vicky has already achieved valuable work in coordinating Home Communion and chairing the Pastoral Committee. The church has also been blessed by the granting of PTO (permission to officiate) to Father Stephen Caple and The Revd Canon David Tickner, both of whom bring a wealth of experience to parish life. In November, the Vicar announced that he will be retiring from full-time ministry at the end of February 2022, so both Stephen and David will be invaluable in terms of care during the ensuing vacancy.

We give thanks for the steadfast ministry of our Churchwardens, Jane Coan and Brian Cutler, who give so much of their time and talents to the church, and for our PCC and its officers. Special mention must be made of David Thunder, our PCC secretary, Rod Montague our Safeguarding Coordinator, Orlando Milford (our Treasurer until 31st December 2021) and Zoe Richings, our Church Accountant. Finally, we remain especially grateful to Gill Squires, our Parish Administrator, for her continued, dedicated contribution to the running of the parish in the face of pandemic adversity.

Church Fabric

2021 saw important work carried out on our church building. After a five-year hiatus, an aumbry was installed in the Sanctuary to the south of the High Altar. Used for the reservation of the sacrament for those sick or housebound, it has not only provided an appropriate home for the sacrament, but an artefact worthy of our beautiful church. The accompanying sanctuary lamp also provides a timeless addition to this part of the church. Both were made by local craftsmen with connections to members of our congregation. The costs were generously met by members of the congregation.

Last year's report made mention of the fact that we were still unable to undertake urgent stonework repairs (primarily to the tower) owing to the shortfall in the funding available. It was with immense gratitude that, owing to a legacy from the late Marilyn Archbold, these repairs were completed and the tower secured, replete with several new battlements. The church building remains on the Historic England 'Heritage at Risk Register' in view of the condition of the Horsham stone roof. The PCC is aware of the need to re-lay the roof within the next five years, the cost of which will be in excess of £1m: fund raising has commenced whilst preparatory work is undertaken.

The Church Community

Holy Trinity is a committed and dedicated community of people who seek to fulfil the primary call to joyfully serve Jesus through interaction with the wider community and support of each other. As an exemplar of this service, mention must be made of the Outreach Committee, who worked to bring benefit to those charities supported by Holy Trinity. Our church remains a community of faith which achieves so much in so many ways.

In seeking to be faithful members of the Body of Christ, our prayer is that we may all continue in our shared ministry to reveal to all whom we meet the treasure of our Faith in God, making the knowledge of Jesus Christ a present reality through the power of the Holy Spirit.

8. 2021 Financial Review

Introduction

The preparation of this year's accounts has again been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

Incoming and outgoing resources

Total income for the year is £297,040, compared to £241,549 for 2020. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £176,879 (2020: £171,654), which encouragingly was both above our budget and the income for last year, 2020 having been an unprecedented year due to the impact of Covid-19 on events and services at church. Our main source of income is regular giving, and we have been encouraged during 2021 that this has continued to remain consistent

and ahead of budget and prior year.

During 2021, there was a continued push to raise funds for specific church fabric improvements, such as the AV system and stonework improvements. In 2021, we received approximately £44,000 of grants (2020: £12,800), of which £42,000 related to stonework improvements. In addition, during 2021, we received a legacy of £10,000 which was designated by the PCC for specific church fabric improvements, namely the AV system.

Total expenditure for the year is £344,083 compared to £231,120 for 2020. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £172,986 (2020: £152,942) which was higher than last year and higher than budget. The PCC has worked hard to control costs in all areas, however, and the primary drivers for this increase are increased utility costs and a contribution from the unrestricted fund to cover stonework expenses not specifically covered by the Roof Fund.

In 2021, expenditure on stonework improvements was £111,018 which, as noted above, was covered by specific grants of £42,000, a donation from the FOHTC of £40,000, with the remainder from other specific donations and a contribution towards the expenses from the unrestricted fund.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

Diocesan Loan

During 2021, the Diocese of Chichester awarded the church a loan of £50,000, to cover the cash timing difference between the payment of expenses on the stonework improvement project and the receipt of donations and grants. This loan is interest free and due on or before October 2022, and is expected to be repaid using funds from a legacy to be received during 2022.

Related Parties

2021 payments to PCC member, persons closely connected to them, or related parties as allowed under the Charities Act 2011 were as follows: charity trustees may, provided certain conditions are met, pay for the provision of services to the charity by a 'connected person' [falling within the definition contained in Section 118 of the 2011 Act] where the PCC is satisfied the relevant conditions are met, the required process has been transparently followed, and safeguards are in place. The PCC at its March 2017 meeting appointed Zoë Richings, daughter of a PCC Member, to the salaried position of Church Accountant and made payments to her by that resolution; at its May 2019 meeting, the PCC similarly appointed Helen Swift and Hilary Turner-King, members of the PCC, to the salaried positions of Children's & Families' Lay Ministers, also making payments to them by that resolution; at its April 2021 meeting, the PCC re-appointed Hilary Turner-King and Helen Swift, members of the PCC, to the salaried position of Children's and Families' Lay Minister, also making payments to them by that resolution, with Helen Swift retiring in October 2021 on her departure from the Parish.

The PCC also supported the clergy by paying £4,400, which includes Council Tax and water rates, for the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

Parish Share

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution unpaid on 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2021 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant and Children's and Families' Lay Ministers and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (£43,246 in 2021).

The PCC is also mindful of major continuing expenditures in relation to stonework and the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £15,000 in reserves.

The total of the unrestricted funds held at the year-end was £85,301 including an amount of £22,568 designated for use for the management and operation of the Old School Property and an amount of £2,151 designated for fabric improvements. The remaining amount £60,582 (£85,301 less £22,568 less £2,151) meets the Reserves Policy.

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

9. The Old School Board

The Old School Board had another disappointing year as a result of enforced closures however income for the year was £31,379 compared to £25,642 in 2020 due to improved levels of bookings from regular hirers and an increase in one-off hirers when the Old School was allowed to re-open.

Expenditures for 2021 were £39,814 compared to £34,587 in 2020 as a result of increased expenditure ensuring that the premises were Covid-compliant and continuing essential overheads.

No strategic refurbishment occurred during 2021. A transfer of £8,580 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net surplus of £145 was recorded for the year with total funds carried forward of £22,568.

10. The Friends of Holy Trinity Church Cuckfield

The primary purpose of The Friends of Holy Trinity Church is to bring people together on a regular basis to raise funds to help ensure the church fabric is preserved and enhanced.

The Friends of Holy Trinity Church Committee held only one event during 2021 due to ongoing pandemic restrictions and this event and continued subscriptions contributed income of £7,334 compared to £5,889 in 2020. There was no expenditure in 2021 (2020: £103).

During the year the Committee donated £40,000 towards the church stonework repairs leading to total funds carried forward of £40,129.

11. Significant Events since the Year End 31st December 2021

Orlando Milford retired as Treasurer at the year end and the PCC places on record its thanks to him for his commitment and financial guidance over his years of service.

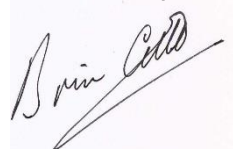
The final bill for the Stonework Project had not arrived by the year end, but, thanks to the arrival of the charitable grants income, is now fully funded when it is presented.

Paul Goldfinch, who has moved away from the parish, retired as Treasurer of the Old School at the year end, handed over the Chairmanship of the Christmas Tree Festival Committee, and retires as Chair of The Friends of Holy Trinity Church at its 2022 AGM. The PCC puts on record its thanks to a loyal servant of the church, the wider parish and community over his many years among us.

The Revd Michael Maine, Vicar of Cuckfield for the past seven years, retired from the life of the parish following the 09.45 Service on Sunday 27th February and the parish formally entered vacancy on Sunday 13th March 2022. A very large number of parishioners and the wider community paid warm and generous tribute to him at the party which followed his last Eucharist, and thanks were offered at both for the gift of his loving and transforming ministry among us.

Approval

The Annual Report for the ended Year 31st December 2021 was approved by the PCC and signed on its behalf by Brian Cutler (*Lay Vice Chair of the PCC*):

A handwritten signature in black ink, appearing to read 'Brian Cutler', is written over a light pink rectangular background.

Date: 8th April 2022

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	171,654	12,632	71,529	-	255,815	204,107	
Charitable activities	3,677	-	-	-	3,677	3,354	
Other trading activities	1,548	30,786	4,968	-	37,302	33,563	
Investments	-	11	235	-	246	525	
Other receipts	-	-	-	-	-	-	
Total income	176,879	43,429	76,732	-	297,040	241,549	2
Expenditure on:					-		
Raising funds	392	860	-	-	1,252	580	
Charitable activities	172,594	49,848	120,389	-	342,831	230,540	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	172,986	50,708	120,389	-	344,083	231,120	3
Net gains (or losses) on investments							
Net income or (net expenditure)	3,893	(7,279)	(43,657)	-	(47,043)	10,429	
Transfers between funds	(8,580)	8,580	-	-	-	-	14
	(4,687)	1,301	(43,657)	-	(47,043)	10,429	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	(4,687)	1,301	(43,657)	-	(47,043)	10,429	
Total funds brought forward	65,269	23,418	97,163	375,000	560,850	550,421	
Total funds carried forward	60,582	24,719	53,506	375,000	513,807	560,850	13

Balance Sheet

	Total Funds 2021	Total Funds 2020	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	-	-	
Debtors	9,628	12,501	11
Investments	18,924	23,915	
Cash at bank and in hand	169,247	165,802	
Total current assets	197,799	202,218	
Creditors: Amounts falling due within one year	(58,992)	(16,368)	12
Net current assets or (liabilities)	138,807	185,850	
Total assets less current liabilities	513,807	560,850	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	513,807	560,850	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	24,719	23,418	
Restricted income funds	53,506	97,163	
Unrestricted funds	60,582	65,269	
Total charity funds	513,807	560,850	13

This Annual Financial Report, for the year ended 31st December 2021, including the notes following, was **approved** by the PCC and signed on its behalf by **Brian Cutler, Lay Vice Chair**



Date: 8th April 2022

Notes to the financial report

1 Accounting policies

a Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

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

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Charitable activities

Sales of magazines are recognised when received.

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

Fees for weddings and funerals are accounted for on an event basis.

Other trading activities

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

Investment income

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

Notes to the financial report (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

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

Grants

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

Church Activities

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

e Fixed Assets

Tangible fixed assets

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Depreciation

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews.

Provision will be made if there has been any permanent diminution in value.

Investments

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

f Current Assets

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

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

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	£	
Planned giving	118,668	-	48	-	118,716	130,218	
Planned giving (no tax refunds)	12,477	-	2,131	-	14,608	2,600	
Loose cash collections	6,603	-	1,621	-	8,224	5,716	
Gift Aid recovered	31,701	-	2,773	-	34,474	35,342	
Other donations	405	2,632	22,835	-	25,872	17,420	
Legacies	-	10,000	-	-	10,000	-	
Grants (see also note below)							
Garfield Weston Foundation	-	-	10,000	-	10,000	-	
Listed Places of Worship	-	-	20,121	-	20,121	1,412	
National Churches Trust	-	-	5,000	-	5,000	-	
Sussex Historic Churches Trust	-	-	7,000	-	7,000	-	
Cuckfield Deanery	1,800	-	-	-	1,800	4,129	
Allchurches Trust	-	-	-	-	-	3,000	
Coronavirus Job Retention Scheme	-	-	-	-	-	4,270	
Donations and legacies	171,654	12,632	71,529	-	255,815	204,107	
Fees for weddings and funerals	3,677	-	-	-	3,677	3,354	
Charitable activities	3,677	-	-	-	3,677	3,354	
Christmas tree festival	620	-	-	-	620	180	
Parish magazine advertising	-	-	-	-	-	-	
Parish magazine subscriptions	95	-	-	-	95	1,822	
Other subscriptions	-	-	4,490	-	4,490	4,265	
Coffee functions	68	-	-	-	68	-	
Concerts and events	-	-	478	-	478	1,164	
Venue hire	765	30,786	-	-	31,551	26,132	
Other trading activities	1,548	30,786	4,968	-	37,302	33,563	
Interest on cash deposits	-	11	235	-	246	525	
Investments	-	11	235	-	246	525	
Total income and endowments on all funds	176,879	43,429	76,732	-	297,040	241,549	

The grants from the Garfield Weston Foundation, the National Churches Trust, the Sussex Historic Churches Trust and the Allchurches Trust, were all given as a contribution to the cost of stonework improvements. The grants from the Listed Places of Worship Grant scheme were given as a contribution to the cost of stonework improvement (2021) and church lighting (2020). The grant from Cuckfield Deanery was given as a contribution towards the cost of the Office Administrator. The Coronavirus Job Retention Scheme grant was given as a contribution to the furloughing of Old School employees during the closure of the Old School due to the COVID-19 pandemic.

Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£		£	£	£	£	
Christmas tree festival costs	392	-	-	-	392	-	
Music events and costs	-	860	-	-	860	580	
Raising funds - other costs	-	-	-	-	-	-	
Cost of raising funds	392	860	-	-	1,252	580	
Missionary and charitable giving	7,000	-	-	-	7,000	10,000	4
Diocesan parish share	74,300	-	-	-	74,300	74,035	
Staff	29,523	17,925	-	-	47,448	46,949	5
Clergy and other people's expenses	4,387	-	-	-	4,387	4,801	
Upkeep of services	7,465	396	2,773	-	10,634	6,432	
Youth and children's work	658	-	-	-	658	104	
Honorariums	8,076	-	-	-	8,076	8,076	
Water, gas and electricity	7,236	8,696	-	-	15,932	15,440	
Church maintenance and repair	22,620	16,860	117,549	-	157,029	47,150	
Insurance	4,957	4,009	67	-	9,033	8,908	
Printing, photocopying and other office costs	3,666	1,417	-	-	5,083	5,170	
Accounting software and examiner fees	1,185	-	-	-	1,185	1,106	8
Advertising	1,521	545	-	-	2,066	2,369	
Cost of charitable activities	172,594	49,848	120,389	-	342,831	230,540	
Total expended on all funds	172,986	50,708	120,389	-	344,083	231,120	14

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Overseas:						
<i>Samara's Aid</i>	917	-	-	-	917	1,417
<i>Vision Rescue</i>	916	-	-	-	916	1,417
<i>School in Harare</i>	917	-	-	-	917	1,417
Domestic:						
<i>Crawley Open House</i>	917	-	-	-	917	1,416
<i>Refugees Welcome Crawley</i>	916	-	-	-	916	-
<i>FSW</i>	917	-	-	-	917	1,416
<i>Holy Trinity CofE School, Cuckfield</i>	1,500	-	-	-	1,500	2,917
	7,000	-	-	-	7,000	10,000

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Remuneration						
<i>Wages and salaries</i>	29,523	17,925	-	-	47,448	46,949
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-
	29,523	17,925	-	-	47,448	46,949

In 2021, the General Fund includes the salaries of 4 members of staff (2020: 5) and the Designated Fund includes 2 members of staff (2020: 2).

6 Payments to PCC members and transactions with related charities

During 2019, two members of the PCC, Hilary Turner-King and Helen Swift were appointed to the paid role of Children's and Families' Lay Ministers, for a term of two years renewed by the PCC in April 2021 for a further two years. In 2021, they were paid £6,175 (2020: £6,175) and £5,146 (2020: £6,175), respectively, to perform this role. No amounts were outstanding at 31 December 2021.

The PCC also supported the clergy by paying £4,400 (2020: £4,700) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

7 Transactions with persons related to PCC members

A family member of a PCC member was employed on a part time basis during the year. Their salary did not exceed £4,000.

8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
<i>Independent examination</i>	855	-	-	-	855	810
<i>Software fees</i>	330	-	-	-	330	296
	1,185	-	-	-	1,185	1,106

Notes to the financial report (continued)

9 Tangible fixed assets

	Freehold land and buildings	Designated <u>Funds</u>	Restricted <u>Funds</u>	Endowed <u>Fund</u>	Total fixed assets
	£		£	£	£
Cost or valuation					
At 1 January 2021	375,000	-	-	-	375,000
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2021	375,000	-	-	-	375,000
Charge for impairment					
At 1 January 2021	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2021	-	-	-	-	-
Net book amounts					
At 31 December 2021	375,000	-	-	-	375,000
<i>At 31 December 2020</i>	<i>375,000</i>	-	-	-	<i>375,000</i>

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Notes to the financial report (continued)

10 Analysis of net assets by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Fixed assets for church use	-	-	-	375,000	375,000	375,000
Current assets (except cash)	7,270	-	2,358	-	9,628	12,501
Cash at bank and on deposit	111,963	24,719	51,489	-	188,171	189,717
Current liabilities	(58,651)	-	(341)	-	(58,992)	(16,368)
	60,582	24,719	53,506	375,000	513,807	560,850

11 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Gift Aid	3,494	-	2,358	-	5,852	7,039
Grants due	1,800	-	-	-	1,800	4,129
Prepayments	1,375	-	-	-	1,375	992
Other Debtors	601	-	-	-	601	341
	7,270	-	2,358	-	9,628	12,501

12 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Mission Giving	5,969	-	-	-	5,969	10,000
Deferred Income	-	-	321	-	321	2,840
Governance Costs	855	-	-	-	855	810
Giving to Charities	1,331	-	20	-	1,351	747
Diocesan Loan due	50,000	-	-	-	50,000	-
Other	496	-	-	-	496	1,971
	58,651	-	341	-	58,992	16,368

During 2021, a loan was granted by the Diocese of Chichester for a total amount of £50,000. This loan is to be used to complete the stonework improvement project which is scheduled for completion in 2022. The loan is interest free, and is due for repayment on or before October 2022.

Notes to the financial report (continued)

13 Statement of funds

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items

Designated funds comprise the Old School Designated Fund which manages and operates the Old School property and the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds.

Unrestricted funds comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2021	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2021
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	72,795	7,334	-	(40,000)	40,129
Music Fund	1,527	-	-	-	1,527
Warm Welcome Fund	1,301	1,900	(1,463)	-	1,738
Aumbry Fund	2,643	4,014	(6,598)	-	59
Gifts Fund	-	1,310	(1,310)	-	-
Roof Fund	18,897	62,174	(111,018)	40,000	10,053
Total of all restricted funds	97,163	76,732	(120,389)	-	53,506
Old School Operating Fund	22,423	31,379	(39,814)	8,580	22,568
Fabric Repair and Improvement Fund	995	12,050	(10,894)	-	2,151
Total of all designated funds	23,418	43,429	(50,708)	8,580	24,719
General Fund	65,269	176,879	(172,986)	(8,580)	60,582
Total of all Unrestricted Funds	65,269	176,879	(172,986)	(8,580)	60,582
Total funds	560,850	297,040	(344,083)	-	513,807

14 Transfers between funds

A transfer of £8,580 (2020: £8,580) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School.

A transfer was made during the year of £40,000 (2020: £nil) from the Friends of Holy Trinity Fund, to the Roof Fund, as a contribution towards Stonework improvements.

Notes to the financial report (continued)

15 Prior year statement of financial activities - comparative figures for this year

Statement of Financial Activities - 2020

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020
	£		£	£	£
Income and endowments from:					
Donations and legacies	164,737	16,663	22,707	-	204,107
Charitable activities	3,354	-	-	-	3,354
Other trading activities	4,156	25,142	4,265	-	33,563
Investments	-	144	381	-	525
Other receipts	-	-	-	-	-
Total income	172,247	41,949	27,353	-	241,549
Expenditure on:					-
Raising funds	580	-	-	-	580
Charitable activities	152,362	75,784	2,394	-	230,540
Other trading activities	-	-	-	-	-
Other expenditure	-	-	-	-	-
Total expenditure	152,942	75,784	2,394	-	231,120
Net gains (or losses) on investments					
Net income or (net expenditure)	19,305	(33,835)	24,959	-	10,429
Transfers between funds	(8,580)	8,580	-	-	-
	10,725	(25,255)	24,959	-	10,429
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
Net movement in funds	10,725	(25,255)	24,959	-	10,429
Total funds brought forward	54,544	48,673	72,204	375,000	550,421
Total funds carried forward	65,269	23,418	97,163	375,000	560,850

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD [Registered Charity No. 1131432]

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31st December 2021 which are set out on pages 12-22.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

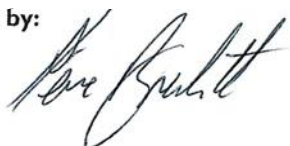
Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



Steve Brentnall FCIE (*Fellow of the Association of Charity Independent Examiners*)

1 Meadow View Cottages
Town Littleworth
LEWES BN8 4TH

Date: 24 April 2022

Accounts



Joyfully Serving Jesus

The Parochial Church Council
of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31ST DECEMBER 2020

Holy Trinity Church
The Church Office
The Old School
Church Street
Cuckfield
West Sussex RH17 5JZ

Email: htcuckfield.churchoffice@talktalk.net
Tel: 01444-456461

The Parochial Church Council of the
Ecclesiastical Parish of Holy Trinity Cuckfield
UK Registered Charity No. 1131432

Benefice of Cuckfield & Bolney

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

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Incumbent:	The Revd Michael Maine The Vicarage 5 Barrowfield, Cuckfield West Sussex RG17 5ER
Independent Examiner:	Steve Brentnall FCIE 1 Meadow View Cottages Town Littleworth Cooksbridge, LEWES East Sussex BN8 4TH
PCC Bankers:	Santander UK PLC BBAM, Bridle Road, Bootle Merseyside GIR 0AA Barclays Bank PLC South Road, Haywards Heath West Sussex RH16 4ND
Old School Board Bankers:	CCLA Senator House, 85 Queen Victoria Street London EC4V 4ET HSBC Bank PLC333 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Friends of Holy Trinity Bankers:	HSBC Bank PLC 37-39 South Road, Haywards Heath West Sussex RH16 4LQ
Correspondence:	The PCC Secretary The Church Office The Old School Church Street, Cuckfield West Sussex RH17 5JZ

Annual Report

I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names have been registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*. During the year under review, following the joining of the parishes of Bolney and Cuckfield, the Diocese confirmed the new entity's name as the *Benefice of Cuckfield and Bolney*, each parish retaining its own PCC.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

The Friends of Holy Trinity is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rule M5(1)*, revised January 2020, which requires the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31st December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England.

In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest, The Revd Michael Maine, in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and, ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. financial and practical support where possible for other charitable organisations with compatible objectives.

3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible**: to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish.

These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then

numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

4. Public Benefit

The PCC is required to be aware that, while English Law historically recognises the provision of religion as charitable work, the previous presumption that the provision of religion, education or relief of poverty are of public benefit no longer holds, under the latest Charities Acts, without demonstration the charity's work passes the *public benefit* test, and is not just for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have, therefore, taken account of the Charity Commission's general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

5. Performance & Achievements Review

Performance Review: the statistics in the table below are drawn as required from the Diocesan Return of attendance at regular services, baptisms, confirmations, etc. The methodology used has an emphasis on physical attendance and 'actual' communicants: its year to year comparisons are thus of little value this year, beyond showing the impact of lockdowns. Weekly average attendance was calculated for a week in October. The parallel attendance for Zoom services which follows, taken together with the physical attendance, shows in contrast the remarkable achievement in keeping the worshipping community together over a difficult year.

	2020	2019	2018	2017	2016	2015	2014	2013	2012
Attendances:									
Christmas Communion Services	153	517	538	514	594	487	391	424	361
<i>of which Communicants</i>	121	366	378	379	348	339	259	245	254
Christmas Crib/Stable/Nativity	80	729	727	707	1012	1005	740	765	871
Easter Services	Closed	400	414	416	309	332	318	263	199
<i>of which Communicants</i>		284	299	268	198	236	225	182	163
Weekly Average Attendance	80	200	200	193	190	190	180	180	178
<i>of which Communicants</i>		160	155	150	158	160	135	133	130

Electoral Roll:	255	248	343	339	279	273	273	265	405
Weddings:	4	12	10	15	9	18	28	10	15
Baptisms:	8	22	31	35	43	40	33	28	32
Confirmation Candidates:	0	0	6	0	3	0	9	5	0
Funerals:	35	28	29	43	26	30	23	35	31

In parallel, 170 services were either held exclusively on Zoom or live streamed via Zoom from church between end of March and end of 2020, to which 5,500 connections were made from home by 7,050 people. Average Sunday attendance on Zoom over that period was 110 (range 71-192). Notable highlights of Zoom attendance were: Palm Sunday, 134; Holy Week, 240; Easter and the following week, 414; and Christmas Services, 175. The parish by way of outreach extended the Zoom streaming of funerals to remote family unable to attend in person: the largest single such streaming over the year enabled 235 people to share in one funeral remotely.

Public Benefit:

- i. **Social Care** by the church has again had a public benefit impact, although the following activities had to be curtailed from March 2020 following the national lockdown because of Covid-19 and in line with Government and Diocesan regulations:

- the monthly *Solos Lunch* (provision of two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
- members of the parish have taken communion regularly to the *local care homes*, as well as acting as *Chaplaincy Volunteers* in the Kleinwort Centre, in the Special Baby Care Units at the Princess Royal Hospital (Haywards Heath), and in the Trevor Mann Unit (Brighton);
- The parish has continued to provide proactive support to local Syrian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.

ii. Charitable Giving

- While the PCC and parish had again planned to support the 2020 Cuckfield Christmas Tree Festival, this inevitably was cancelled, and a smaller Covid-compliant display reminded the community of the appeal's role;
- Despite lockdown and withdrawal of the ability to support fundraising with the usual array of social events and activities, charitable donations over the year amounted to: £10,000 from the PCC for the following causes, together with wider congregational support for a range of other charitable giving over the year, whether by donations or gifts in kind (e.g., to Holy Trinity C of E Primary School, Chichester Family Social Work, Crawley Open House, Tariro, Samara's Aid and Vision Rescue).

- iii. **Beneficial Use of Facilities:** Outside of lockdown, the church was again available for free monthly concerts as a contribution to the cultural amenities of the village, with associated beneficial use made of The Old School facilities.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2020

The full PCC between 1st January 2020 and 31st December 2020 was as follows, noting that by Diocesan Regulation the term of officers and members that would normally have expired in April 2020 were extended until the deferred APCM, held in October 2020:

Clergy:

Revd Michael Maine

Licensed Reader:

Clive Simmonds

Churchwardens:

Kate Berry (*until October 2020*)

Jane Coan (*from October 2020*)

Brian Cutler (*Lay Vice Chairman of the PCC*)

Deanery Synod Representatives *:

Jill Brotherton (2023)

Rod Montague (2023)

Isobel Simmonds (2023)

Helen Swift (2023)

Vacancy (2023)

Lay members of the PCC *:

Jonathan Berry (2020)

David Thunder (2020)

Hilary Turner-King (2020)

Jim Knight (2020)

Helen Swift (2020)

Jane Coan (2020)

Orlando Milford (2021)

Paul Goldfinch (2021)

Vacancy (2021)

Vacancy (2021)

Mark Parker (2022)

Nick Rowe (2022)

Kevin Sibley (2022)

Vacancy (2022)

Roger Edmonston (2023)

Paul Johnson (2023)

Carolyn Ponder (2023)

Philip Richings (2023)

David Thunder (co-opted 2021)

Hilary Turner-King (co-opted 2021)

* elected to APCM of the year in brackets

ii. Officers of the PCC 2020

The PCC is required to appoint a Standing Committee which has the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Officers were appointed either as required by the constitution at the short PCC meeting immediately following the April 2019, their terms extended to October 2020 from April 2020 by regulation, or following the deferred 2020 Annual Parochial Church Meeting in October 2020:

Standing Committee: The Revd Michael Maine, Kate Berry (to October 2020), Jane Coan (from October 2020), Brian Cutler, Orlando Milford, David Thunder
PCC Officers: David Thunder (Honorary Secretary & Electoral Roll Officer), Orlando Milford (Honorary Treasurer), Rod Montague (Parish Safeguarding Coordinator)

The PCC met formally on five occasions during 2020, via Zoom after March 2020, with additionally six e-motions carried under Rule 29, as provided for by the lockdown regulations.

iii. Committees of the PCC

In addition, the PCC is supported by and considers reports from committees whose roles are described below. The committees carry out much of the preparatory and implementation work of the PCC. However, each committee may only transact the business set out in its individual terms of reference as set by the PCC and as contained in the PCC Handbook (and updated during the year).

In 2020, in addition to the **Standing Committee**, the following were the six committees of the PCC:

Finance Committee

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

Pastoral Committee

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

Formation Committee

The Formation Committee, responsible for facilitating and promoting Holy Trinity's mission to young people and families, advising the PCC on the priorities and resources required to fulfil this mission, completed its work during 2019 with the appointment of the Children & Families Lay Ministers.

Outreach Committee

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

The Roof Group

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

The Old School Board

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

iv. Holy Trinity Church of England (Aided) Primary School

The PCC has important governance responsibilities in connection with its Church School: the governing body of Holy Trinity CE (Aided) Primary School, in addition to the *Ex Officio* Governor, has a majority of eight Foundation Governors recommended by PCC decision but approved and appointed by the Diocesan Board of Education.

All are appointed for four years (renewable on application by the PCC at the discretion of the DBoE), dates of retirement in brackets below. At the end of 2020, the Foundation Governors were:

Revd Michael Maine	<i>Ex-Officio</i>
Mark Andrews (2021)	
Simon Janvrin (2021)	<i>Chair</i>
Janice Peek (2021)	
Tracy Humphrey (2022)	
Josephine Notaras (2022)	
Margaret Somers (2023)	
Fiona Halsey (2024)	

v. Governance Regulation

From January 2020, the power of the PCC to pass decisions by e-mail became automatic under the new *Church Representation Rules*, and this Rule 29 power was extended to cover the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. After March 2020, the PCC's meetings were all on Zoom.

vi. Parish Personnel

Revd Michael Maine is the Vicar of Cuckfield, supported by a Licensed Reader, Clive Simmonds. Gill Squires continued as Parish Administrator; Richard Jenkinson continued as Organist and Choir Master; Helen Swift and Hilary-Turner-King were in the second of their two-year posts of Children's and Families' Lay Ministers until May 2021.

vii. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch, on the Church website; and a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults has a current DBS Certificate. There are 65 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service) and this includes all PCC members.

The Parish committed itself to the *Diocesan Simple Quality Protects* safeguarding programme on its launch and achieved Level 1 by April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review.

7. Report of the Year

Joyfully serving Jesus

The whole of 2020 was eventually coloured by the onset of the pandemic due to COVID-19, yet nevertheless, we have sought to continue to grow in the knowledge of our common calling as brothers and sisters of faith to the best of our ability. Thus, faithfully loving God, and joyfully serving Jesus through our interaction with all those we encounter on our journey is at the core of our calling as a community of Faith. Because of the shutdown of churches during the first lockdown, we quickly had to find new ways of such interaction, of which

more anon. However, it is as well to lay down the sequence of events as they affected our church and parish, as they have a direct bearing on our mission and outreach.

The New Year saw the church in good heart despite ominous news beginning to reach us from China. On Lent III (15th March) we numbered just over 120 at the 9.45 a.m. During the ensuing week, public worship in churches was suspended, although the Eucharist was celebrated in church at both 8.00 a.m. and 9.45 a.m. on Mothering Sunday. Seven people were present at the latter, although only Fr Michael communicated. Thereafter, we were led to believe that worship was unlawful within the building, although much later on this transpired not to be the case. By the following (Passion) Sunday, all our worship had moved online. Thereafter, Fr Michael celebrated the Eucharist in Holy Trinity at 8.00 a.m. on Easter Day, Pentecost and Trinity Sunday, it was strongly felt that the worship of God within the church was vital on these important Festivals. However, the building was at this stage still completely closed and, again, Fr Michael was the only communicant. Special permission had been granted to the clergy of the diocese by the Bishop to allow for such celebrations.

The church reopened for private prayer during the summer, and worship resumed on Saturday 4th July. The 8.00 a.m. restarted on Sunday mornings, although the 9.45 a.m. remained online only. Funerals, baptisms and marriages also began to take place, although with very restricted numbers. The 9.45 a.m. resumed in church on 20th September: all worshippers much distanced and participating in the track and trace system put in place by the government.

The second lockdown commenced during the week commencing 1st November, although churches were able to remain open. This we did, other than on Remembrance Sunday, as we were concerned at numbers congregating. Thus, both the 9.00 a.m. Eucharist and Remembrance Service were online only, although Fr Michael led the Act of Remembrance at the War Memorial at which wreaths were laid with a number of people present. Thereafter, the 8.00 a.m. and 9.45 a.m. continued in church and online, with almost all other worship (including weekday Communion) remaining online only.

Online Worship

We were fortunate in the speedy move to online worship. Paul Johnson was instrumental in the creation of a Zoom account for the church, aided with advice from friends at Haywards Heath Baptist Church to whom we are also most grateful. Paul was joined by David Thunder, Jonathan Berry, Brian Cutler and others in hosting all online worship. In addition, Paul also undertook the onerous and time-consuming work of creating our integrated online hymnody, together with other music for worship, in consultation with Richard Jenkinson, our Director of Music.

With an eye to our return to worship in church, yet knowing that many would prefer for the time being to participate from home, it was realised that equipment would be required to bring this about. A generous anonymous donor paid for the installation of a camera system for church together with internet access which has proved to be a great boon and much used since our return to the building. In particular, it has enabled most funerals to be livestreamed, bringing consolation to those unable to attend in person. We are grateful for the tireless efforts of Jonathan Berry and Paul Johnson for exploring the capabilities of the system; and to Clive Simmonds, Felix Carter and Paul Goldfinch who have manned the AV system and camera on Sunday mornings.

Ministry

Many will know of the excellent relationship we have with our Church School, and we have sought to support Mrs Ann McGregor, the head teacher, the staff and pupils through our interaction in providing assemblies and other opportunities. The first lockdown meant that we had to think outside of the box, and the parish is most grateful to Jonathan Berry, Helen Swift, and Hilary Turner-King for sharing the load in providing pre-recorded assemblies for the school. These have been much appreciated by both pupils and staff.

Our work with children, young people and families has also had to be completely reimagined, yet Helen Swift and Hilary Turner-King, our Children and Families Lay Ministers, did just that, and provided many online resources during the year, together with craft opportunities during the summer, a pumpkin trail at All Saints' Tide and a themed trail at Christmas. Sunday's Cool has also met online at intervals, again, much appreciated by children and parents alike. Because of the change in the pattern of worship, children and young people have regularly participated in the Family Eucharist on the first Sunday of each month. Helen and Hilary have also

launched an informal act of worship and witness (currently online) named 'Ignite' which is gradually building up a following and enjoyed by those who attend.

The nature in which many of our regular opportunities for ministry juddered to a halt and have been unable to continue in person. However, limited opportunities for our ringers, sides-people and those who keep the church meticulously clean took place until the third lockdown when much was again suspended in church (although this will mainly fall into the Annual Report for 2021). However, parishioners have carried out valuable pastoral care through the means available to them, and this has been a great blessing to so many.

Richard Jenkinson, our Director of Music, has worked assiduously to keep the choir members enthused at home by regularly sending them the music for hymns, anthems and canticles which were used online. We were all enriched spiritually when our choristers were able once again to sing in church on our behalf. At Christmas both those in church and at home were greatly lifted by the participation of the choir in the carol service and at the Midnight Mass.

We have also been fortunate in the work undertaken by Clive Simmonds, our reader. In addition to his preaching ministry, Clive coordinates the Men's Group who were able to meet several times via Zoom. The use of this medium has also enabled us to include visiting preachers. The Very Revd Nicholas Frayling led the Good Friday Devotion, and other preachers have included the Bishop of Dover, the Rt Revd Rose Hudson-Wilkin; the Revd Karen Young; Kevin Carey (Reader - Holy Trinity, Hurstpierpoint); and Vicky Peattie (Reader – St Mary's, Willingdon). In addition, we have been supported by Canon John Twisleton when I took a short break in the summer.

We give particular thanks for the steadfast ministry of our Churchwardens, Jane Coan and Brian Cutler, who give so much of their time and talents to the church, and also of our PCC and officers. Special mention must be made of Gill Squires, our Parish Administrator, for her continued, dedicated contribution to the running of the parish in the face of pandemic adversity.

Church Fabric

With the experience of providing ongoing worship through the Zoom platform during lockdown, the PCC agreed to install a video camera and internet connectivity with the Old School, to allow live services also to be streamed to those at home once the church reopened after initial lockdown. The success of this innovation identified further work on the AV system which will be necessary in 2021 by way of upgrade of the 2012 installation.

During 2020, following discussions with Historic England, the church was placed on the *Heritage at Risk Register* for two known issues: the condition of the Horsham stone roof; and the deterioration of the external masonry. The PCC advanced its preparation for a stonework refurbishment programme by commissioning a detailed survey, tendering, selecting a preferred contractor, and obtaining a faculty. It was not possible, however, to commission the work in 2020 because of funding, notwithstanding generous grants from the Friends of Holy Trinity, other grant makers, and donations from the church community of some £139,000 towards the £200,000 project costs required.

As a significant event since the end of the year under review, the PCC was made aware of a substantial legacy at the end of 2020 which will not be received until 2022, but which (in early 2021) the PCC agreed can be used to part fund the stonework project and which, as a result, will go ahead in 2021.

The Church Community

Holy Trinity is a committed and dedicated community of people who seek to fulfil the primary call to joyfully serve Jesus through interaction with the wider community and support of each other. As an exemplar of this service, mention must be made of the Outreach Committee, together with the congregation's support of Holy Trinity School and the Bewbush Academy, Crawley. In the knowledge of increasing need at both schools, the community has proved overwhelmingly generous in providing both food and money for families in need at both establishments. In addition, charitable giving has continued for other groups we support.

In seeking to be faithful members of the Body of Christ, our prayer is that we may all continue in our shared ministry to reveal the treasure of our Faith in God to all whom we meet, making the knowledge of Jesus Christ a present reality through the power of the Holy Spirit.

8. 2020 Financial Review

Introduction

The preparation of this year's accounts has again been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

Incoming and outgoing resources

Total income for the year is £241,549, compared to £305,732 for 2019. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £172,247, which was below both our budget and the income for last year due to the unprecedented year and the impact of Covid-19 on events and services at church. During the year there was a continued push to raise funds for specific church fabric improvements such as the AV system and Stonework improvements.

Our main source of income is regular giving, and we have been encouraged during 2020 that this has remained consistent and ahead of prior year and budget. During 2020 we received approximately £12,800 of grants of which £1,400 related to church fabric improvements and £3,000 related to stonework improvements. Total income for the year is approximately 20% lower than in 2019. Income from trading activities in 2020 is approximately 56% lower than 2019 due to a reduction in the number of events including our annual Christmas Tree Festival.

Total expenditure for the year is £231,120 compared to £291,421 for 2019. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main operating expenditure of the church is covered by the unrestricted fund and expenditure for this fund was £152,942 which was lower than last year and lower than budget. The PCC has worked hard to control costs in all areas and the primary drivers for this decrease are reduced costs associated with reduced services and events during 2020. We have maintained our mission giving in 2020 and donated £10,000 to 6 partner charities.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

Related Parties

2020 payments to PCC member, persons closely connected to them, or related parties as allowed under the Charities Act 2011 were as follows: charity trustees may, provided certain conditions are met, pay for the provision of services to the charity by a 'connected person' [falling within the definition contained in Section 118 of the 2011 Act]. Satisfied the relevant conditions were met, the required process had been transparently followed, and safeguards were in place, the PCC at its March 2017 meeting appointed Zoë Richings, daughter of a PCC Member, to the salaried position of Church Accountant and made payments to her by that resolution; at its May 2019 meeting, the PCC similarly appointed Helen Swift and Hilary Turner-King, members of the PCC, to the salaried positions of Children's & Families' Lay Ministers (each for two-years), also making payments to them by that resolution.

The PCC also supported the clergy by paying £4,700, which includes Council Tax and water rates, for the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

Parish Share

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution

unpaid at 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2020 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant and Children's & Families Lay Ministers and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (£38,235 in 2020).

The PCC is also mindful of major continuing expenditures in relation to stonework and the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional £15,000 in reserves.

The total of the unrestricted funds held at the year-end was £88,687 including an amount of £22,423 designated for use for the management and operation of the Old School Property and an amount of £995 designated for fabric improvements. The remaining amount £65,269 (£88,687 less £22,423 less £995) meets the Reserves Policy.

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

9. The Old School Board

The Old School Board had an extremely disappointing year as a result of enforced closures. Levels of bookings from regular hirers looked promising from the outset but lockdown in March brought about a furloughing of our two staff and a virtual mothballing of the building until we were allowed to re-open. This was conditional on ensuring that the premises were Covid-compliant, adding costs to an already depleted revenue stream and continuing essential overheads. Not all our clients returned and, when the second lockdown occurred, the totality of the situation disheartened not only those clients but everyone involved in the hard work of caring for and operating this asset.

Apart from redecorating the outside of the premises, all other improvements detailed in our Business Plan were abandoned and now look some way off because reserves have been significantly depleted. Our Quinquennial Inspection went ahead and, as expected, itemised additional future expenditure but not as serious as a five-year gap might imply.

The year's difficulties were compounded by the passing of the Board's Chair, Guy Berkeley whose leadership skills and innovative thinking had been key to the highly positive contribution the Old School makes in our community. The Board continues to be grateful for the loyalty and support of Peter Groves and Emily Gibson

A transfer of £8,580 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net deficit of £28,687 was recorded for the year with total funds carried forward of £22,423.

10. The Friends of Holy Trinity Church Cuckfield

The primary purpose of The Friends of Holy Trinity Church is to bring people together on a regular basis to raise funds to help ensure the church fabric is preserved and enhanced.

In March, the Committee was faced with the decision to proceed with a sell-out supper talk from Neil Sadler or not. Many will remember the last-minute decision to cancel, and this was followed by the gradual

cancellation of our full programme for 2020. This had an inevitable impact upon our income and the Committee was extremely grateful that members continued to pay their subscriptions which have remained consistent with the prior year, since on the face of it, they were not exactly getting good value for money, save the knowledge that they were upholding the principles of the Friends.

Out of funds carried forward of £72,795, the Committee has pledged £40,000 towards the church stonework repairs to be undertaken in the near future.

The year also saw the passing of our valued Honorary Treasurer. Guy Berkeley had performed this role with distinction since the Friends' inception and his skills and knowledge will be sorely missed. Thanks are recorded to the PCC Accountant, Zoë Richings for dealing with the Friends' Gift Aid claims on a regular basis.

Approval

The Annual Report for the ended Year 31st December 2020 was approved by the PCC and signed on its behalf by The Revd Michael J Maine, Chair of the PCC:

A handwritten signature in black ink, reading "Michael J Maine". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Date: 17th May 2021

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	164,737	16,663	22,707	-	204,107	221,207	
Charitable activities	3,354	-	-	-	3,354	5,922	
Other trading activities	4,156	25,142	4,265	-	33,563	77,957	
Investments	-	144	381	-	525	646	
Other receipts	-	-	-	-	-	-	
Total income	172,247	41,949	27,353	-	241,549	305,732	2
Expenditure on:					-		
Raising funds	580	-	-	-	580	5,009	
Charitable activities	152,362	75,784	2,394	-	230,540	286,412	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	152,942	75,784	2,394	-	231,120	291,421	3
Net gains (or losses) on investments							
Net income or (net expenditure)	19,305	(33,835)	24,959	-	10,429	14,311	
Transfers between funds	(8,580)	8,580	-	-	-	-	13
	10,725	(25,255)	24,959	-	10,429	14,311	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	10,725	(25,255)	24,959	-	10,429	14,311	
Total funds brought forward	54,544	48,673	72,204	375,000	550,421	536,110	
Total funds carried forward	65,269	23,418	97,163	375,000	560,850	550,421	

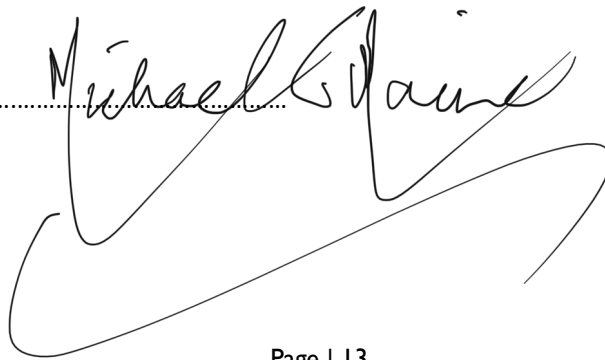
Balance Sheet

	Total Funds 2020	Total Funds 2019	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	-	-	
Debtors	12,501	4,633	11
Investments	23,915	39,773	
Cash at bank and in hand	165,802	134,830	
Total current assets	202,218	179,236	
Creditors: Amounts falling due within one year	(16,368)	(3,815)	12
Net current assets or (liabilities)	185,850	175,421	
Total assets less current liabilities	560,850	550,421	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	560,850	550,421	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	23,418	48,673	
Restricted income funds	97,163	72,204	
Unrestricted funds	65,269	54,544	
Total charity funds	560,850	550,421	13

This Annual Financial Report, for the year ended 31st December 2020, including the notes following, was

Approved by the PCC and signed on its behalf by

The Revd Michael Maine

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Date: 17th May 2021

Notes to the financial report

1 Accounting policies

a Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

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

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

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

Charitable activities

Sales of magazines are recognised when received.

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

Fees for weddings and funerals are accounted for on an event basis.

Other trading activities

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

Investment income

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

Notes to the financial report (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

d Expenditure

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

Grants

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

Church Activities

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

e Fixed Assets

Tangible fixed assets

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Depreciation

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews.

Provision will be made if there has been any permanent diminution in value.

Investments

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

f Current Assets

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

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

Notes to the financial report (continued)

2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019	Notes
	£	£	£	£	£	£	
Planned giving	122,183	8,000	35	-	130,218	113,565	
Planned giving (no tax refunds)	1,357	-	1,243	-	2,600	9,633	
Loose cash collections	5,716	-	-	-	5,716	10,616	
Gift Aid recovered	30,077	2,125	3,140	-	35,342	31,752	
Other donations	1,275	856	15,289	-	17,420	16,742	
Grants (see also note below)							
Kleinwort Hambros	-	-	-	-	-	15,000	
Listed Places of Worship	-	1,412	-	-	1,412	12,361	
Rivers Trust	-	-	-	-	-	4,000	
Kempe Trust	-	-	-	-	-	3,670	
Cuckfield Deanery	4,129	-	-	-	4,129	3,868	
Allchurches Trust	-	-	3,000	-	3,000	-	
Coronavirus Job Retention Scheme	-	4,270	-	-	4,270	-	
Donations and legacies	164,737	16,663	22,707	-	204,107	221,207	
Fees for weddings and funerals	3,354	-	-	-	3,354	5,922	
Charitable activities	3,354	-	-	-	3,354	5,922	
Christmas tree festival	180	-	-	-	180	12,181	
Parish magazine advertising	-	-	-	-	-	-	
Parish magazine subscriptions	1,822	-	-	-	1,822	2,137	
Other subscriptions	-	-	4,265	-	4,265	4,125	
Coffee functions	-	-	-	-	-	-	
Concerts and events	1,164	-	-	-	1,164	5,221	
Venue hire	990	25,142	-	-	26,132	54,293	
Other trading activities	4,156	25,142	4,265	-	33,563	77,957	
Interest on cash deposits	-	144	381	-	525	646	
Investments	-	144	381	-	525	646	
Total income and endowments on all funds	172,247	41,949	27,353	-	241,549	305,732	

The grant from the Listed Places of Worship Grant scheme was given as a contribution to the cost of church lighting improvements. The Allchurches Trust grant was given towards the cost of the refurbishment of the Stonework. The grant from Cuckfield Deanery was given as a contribution towards the cost of the Office Administrator. The Coronavirus Job Retention Scheme grant was given as a contribution to the furloughing of Old School employees during the closure of the Old School due to the COVID-19 pandemic.

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Notes to the financial report (continued)

3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019	Notes
	£		£	£	£	£	
Christmas tree festival costs	-	-	-	-	-	94	
Music events and costs	580	-	-	-	580	4,808	
Raising funds - other costs	-	-	-	-	-	107	
Cost of raising funds	580	-	-	-	580	5,009	
Missionary and charitable giving	10,000	-	-	-	10,000	20,289	4
Diocesan parish share	74,035	-	-	-	74,035	71,883	
Staff	29,019	17,930	-	-	46,949	40,857	5
Clergy and other people's expenses	4,801	-	-	-	4,801	4,078	
Upkeep of services	5,783	137	512	-	6,432	9,196	
Youth and children's work	104	-	-	-	104	746	
Honorariums	8,076	-	-	-	8,076	7,920	
Water, gas and electricity	5,955	9,485	-	-	15,440	13,952	
Church maintenance and repair	2,953	42,418	1,779	-	47,150	98,184	
Insurance	4,900	4,008	-	-	8,908	8,631	
Printing, photocopying and other office costs	3,830	1,262	78	-	5,170	6,388	
Accounting software and examiner fees	1,106	-	-	-	1,106	1,048	8
Advertising	1,800	544	25	-	2,369	3,240	
Cost of charitable activities	152,362	75,784	2,394	-	230,540	286,412	
Total expended on all funds	152,942	75,784	2,394	-	231,120	291,421	13

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Overseas:						
<i>Samara's Aid</i>	1,417	-	-	-	1,417	1,600
<i>Vision Rescue</i>	1,417	-	-	-	1,417	1,600
<i>School in Harare</i>	1,417	-	-	-	1,417	1,612
<i>Opportunity International</i>		-	-	-	-	1,600
Domestic:						
<i>Crawley Open House</i>	1,416	-	-	-	1,416	1,000
<i>Refugees Welcome</i>		-	-	-	-	-
<i>FSW</i>	1,416	-	-	-	1,416	1,600
<i>Kangaroos</i>		-	-	-	-	-
<i>Salvation Army</i>		-	-	-	-	257
<i>Holy Trinity CofE School, Cuckfield</i>	2,917	-	-	-	2,917	4,500
<i>Alzheimer's Society</i>		-	-	-	-	6,520
	10,000	-	-	-	10,000	20,289

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Remuneration						
<i>Wages and salaries</i>	29,019	17,930	-	-	46,949	40,857
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-
	29,019	17,930	-	-	46,949	40,857

In 2020, the General Fund includes the salaries of 5 members of staff (2019: 5) and the Designated Fund includes 2 members of staff (2019: 2).

6 Payments to PCC members and transactions with related charities

During 2019, two members of the PCC, Hilary Turner-King and Helen Swift were appointed to the paid role of Children's and Families' Lay Ministers, for a term of two years. In 2020, they were each paid £6,175 (2019: £3,792), to perform this role. No amounts were outstanding at 31 December 2020.

The PCC also supported the clergy by paying £4,700 which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

7 Transactions with persons related to PCC members

A family member of a PCC member was employed on a part time basis during the year. Their salary did not exceed £3,000.

8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
<i>Independent examination</i>	810	-	-	-	810	725
<i>Software fees</i>	296	-	-	-	296	323
	1,106	-	-	-	1,106	1,048

Notes to the financial report (continued)

9 Tangible fixed assets

	Freehold land and buildings	Designated <u>Funds</u>	Restricted <u>Funds</u>	Endowed <u>Fund</u>	Total fixed assets
	£		£	£	£
Cost or valuation					
At 1 January 2020	375,000	-	-	-	375,000
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2020	375,000	-	-	-	375,000
Charge for impairment					
At 1 January 2020	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2020	-	-	-	-	-
Net book amounts					
At 31 December 2020	375,000	-	-	-	375,000
<i>At 31 December 2019</i>	<i>375,000</i>	-	-	-	<i>375,000</i>

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

Notes to the financial report (continued)

10 Analysis of net assets by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Fixed assets for church use	-	-	-	375,000	375,000	375,000
Current assets (except cash)	8,393	2,125	1,983	-	12,501	4,633
Cash at bank and on deposit	70,384	24,133	95,200	-	189,717	174,603
Current liabilities	(13,508)	(2,840)	(20)	-	(16,368)	(3,815)
Long term liabilities	-	-	-	-	-	-
	65,269	23,418	97,163	375,000	560,850	550,421

11 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Gift Aid	2,931	2,125	1,983	-	7,039	4,508
Grants due	4,129	-	-	-	4,129	-
Prepayments	992	-	-	-	992	-
Other Debtors	341	-	-	-	341	125
	8,393	2,125	1,983	-	12,501	4,633

12 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Missionary Giving	10,000	-	-	-	10,000	-
Deferred Income	-	2,840	-	-	2,840	-
Governance Costs	810	-	-	-	810	825
Giving to Charities	727	-	20	-	747	990
Administrative expenses	-	-	-	-	-	130
Music expenses	-	-	-	-	-	388
Other	1,971	-	-	-	1,971	1,482
	13,508	2,840	20	-	16,368	3,815

Notes to the financial report (continued)

13 Statement of funds

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items

Designated funds comprise the Old School Designated Fund which manages and operates the Old School property and the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds.

Unrestricted funds comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	67,009	5,889	(103)	-	72,795
Music Fund	1,262	265	-	-	1,527
Warm Welcome Fund	1,813	-	(512)	-	1,301
Aumbry Fund	2,120	2,000	(1,477)	-	2,643
Gifts Fund	-	-	-	-	-
Roof Fund	-	19,199	(302)	-	18,897
Total of all restricted funds	72,204	27,353	(2,394)	-	97,163
Old School Operating Fund	42,530	29,912	(58,599)	8,580	22,423
Fabric Repair and Improvement Fund	6,143	12,037	(17,185)	-	995
Total of all designated funds	48,673	41,949	(75,784)	8,580	23,418
General Fund	54,544	172,247	(152,942)	(8,580)	65,269
Total of all Unrestricted Funds	54,544	172,247	(152,942)	(8,580)	65,269
Total funds	550,421	241,549	(231,120)	-	560,850

14 Transfers between funds

A transfer of £[] (2019: £8,580) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School.

Transfers were made during the year of £[] (2019: £24,000) and of £[] (2019: £13,464) from the General Fund and the Friends of Holy Trinity Fund, respectively, to the Roof Fund and the Fabric Repair and Improvement Fund, respectively, as a contribution towards South Porch, Lighting and Stonework improvements.

Notes to the financial report (continued)

15 Prior year statement of financial activities - comparative figures for this year

Statement of Financial Activities - 2019

	Unrestricted Fund	Designated Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2019
	£		£	£	£
Income and endowments from:					
Donations and legacies	159,755	2,591	58,861	-	221,207
Charitable activities	5,922	-	-	-	5,922
Other trading activities	18,663	53,093	6,201	-	77,957
Investments	-	221	425	-	646
Other receipts	-	-	-	-	-
Total income	184,340	55,905	65,487	-	305,732
Expenditure on:					-
Raising funds	2,360	860	1,789	-	5,009
Charitable activities	158,470	61,719	66,223	-	286,412
Other trading activities	-	-	-	-	-
Other expenditure	-	-	-	-	-
Total expenditure	160,830	62,579	68,012	-	291,421
Net gains (or losses) on investments	-	-	-	-	-
Net income or (net expenditure)	23,510	(6,674)	(2,525)	-	14,311
Transfers between funds	(32,580)	32,580	-	-	-
	(9,070)	25,906	(2,525)	-	14,311
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
Net movement in funds	(9,070)	25,906	(2,525)	-	14,311
Total funds brought forward	63,614	22,767	74,729	375,000	536,110
Total funds carried forward	54,544	48,673	72,204	375,000	550,421

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD [Registered Charity No. 1131432]

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31st December 2020 which are set out on pages 12-22..

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

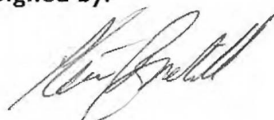
Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



Steve Brentnall FCIE (Fellow of the Association of Charity Independent Examiners)
1 Meadow View Cottages
Town Littleworth
LEWES BN8 4TH

Date: 17th May 2021