

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER**

Registered Charity no. 1132184

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31st December 2020

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Holy Trinity Church,
High Street, Bosham, West Sussex PO18 8LS

St Nicholas Church Hall,
Brooks Lane, Bosham, West Sussex PO18 8LA

Incumbent:

Canon Martin J Lane, The Vicarage, Bosham Lane, Bosham, West Sussex PO18 8HX

Independent Examiner:

Mr John Fox LLB, Solicitor (retired), Eastfield Cottage, Taylors Lane, Bosham, West Sussex

Bankers:

Barclays, Leicester LE7 2BB

CCLA Investment Management Ltd, The CBF Church of England Funds, Senator House,
85 Victoria Street, London EC4V 4ET

Cashplus Bank, 6th Floor, One London Wall, London EC2Y 5EB

Custodian Trustee:

The Chichester Diocesan Fund and Board of Finance, Diocesan Church House,
211 New Church Road, Hove, BN3 4ED

Parish Office: email: administrator@boshamchurch.org.uk ☎ 01243 210242

Church Website: boshamchurch.org.uk

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER**
Registered Charity no. 1132184

TRUSTEES' ANNUAL REPORT FOR 2020

Our aims and purposes as a charity

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Revd Canon Martin Lane, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical
- To know Jesus better and make Him better known
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay
- Providing financial support those in need and, to other organisations with similar objectives.
- Maintaining Holy Trinity Church as a place of worship and as an historic building and St Nicholas Hall for parish and community use
- Meeting some of the running costs of the Vicarage.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, particularly, the specific guidance on 'charities for the advancement of religion'.

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

2020 has been a challenging year. The Covid-19 global pandemic required the church to respond to the relevant government guidance and laws. In order to do so, a Covid-19 team was formed to facilitate the appropriate and measured response.

Despite Covid-19 our underlying objectives remained constant:

- Enabling as many people as possible to worship (either physically or on-line)
- Enabling as many people as possible to become part of our parish community
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament
- Provision of pastoral care for people living in the parish
- Provision of assistance to the needy of the parish
- Giving grants to missionary organisations
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

These objectives were underpinned by the five marks of mission to:

- Proclaim the Good News of the Kingdom
- Teach, baptise and nurture new believers
- Respond to human need by loving service
- Change unjust structures of society, challenge violence and pursue peace and reconciliation
- Safeguard the integrity of creation, sustain and renew the life of the earth.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

2020 has been a challenging year. The Covid-19 global pandemic required the church to respond to the relevant government guidance regarding worship. This impacted our ability to meet physically in church at various times throughout the year including major festivals such as Easter and Christmas.

The PCC invested in measures to ensure that the church was Covid-19 secure for worship and private prayer in response to Government guidance. Social distancing and sanitation measures were introduced, along with track and trace measures, to limit risk and the possible spread of Covid-19.

Holy Week and Easter services were held on-line from the vicarage, as the Archbishop's guidance required churches to be closed for worship.

Christmas is a very special time of celebration where many sections of the community come together; ordinarily it is our busiest time of the year. The church planned extra services to provide extra capacity; nonetheless given the Government Covid-19 guidance to *Stay at home, Save lives, Protect the NHS*, many people decided to remain at home. We were encouraged that many people joined us with worship on-line via YouTube during the festive period. There were 279 views of the Nativity service and 179 on Christmas day.

Throughout most of 2020 services have been held on-line via YouTube and when possible, physically in church with social distancing, appropriate sanitisation and Covid-19 measures in place.

We continued our emphasis upon the family and the children's ministry by seeking to be in contact with our families and young people throughout the year, many of whom have participated in our on-line worship.

Teaching, baptising and nurturing new and existing believers

Covid restrictions have limited our ability to provide such opportunities. As a result, during the year there were only 2 Baptisms, 7 weddings and 7 church funerals. No confirmations took place. 13 other funerals were conducted for parishioners and 2 burials of ashes.

These events took place in compliance with the relevant Covid-19 measures in force at the time.

Evangelism and outreach

Ordinarily the Church Fete is a major outreach event in the life of the church and village. It is enjoyed by many, attracting visitors both within and beyond the village itself. This event, although much planning had taken place, was cancelled due to Covid-19 restrictions on public gatherings.

In order to provide an opportunity for fellowship, prayer and teaching a fresh expression of worship was actively explored via Zoom. 'The Gathering @ HTB' has met throughout most of the year on Sunday evenings and has attracted a regular following, with people joining us from as far away as America, Ireland and Zambia.

Bible study and Lent groups have continued to take place on-line via Zoom.

The church and village magazine 'Bosham Life' has continued to be produced and distributed throughout the year, Covid-19 restrictions allowing, in print or electronic.

The PCC continues to maintain St Nicholas Hall which provides a venue for a number of local organisations. Although most of these could not meet during the covid lockdowns, the PCC permitted the Village Preschool to return in June 2020 as the sole user as this enabled them to comply with Covid regulations.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving. As a result of Covid restrictions many of these have been postponed, with provisional dates already booked for 2021 and 2022.

The church normally attracts many visitors, but government Covid guidance has restricted our ability to be open daily to visitors. It is important to us that the church is available for private prayer not just to the church family but to the wider visiting community. To this end the church was open for private prayer at various times throughout the year when restrictions enabled us to do so. Many remark not only how refreshing it is to find an open church but, also the sense of peacefulness and spirituality of our historic church. It is anticipated that visitor numbers will return once the pandemic is over and we can open to visitors.

The local primary school was able to use the church as a setting for its recorded Crib Service.

Notably this year we were not able to continue with our monthly concerts in church. We were pleased that our director of music was able to contribute to our services via YouTube.

Church building and future projects.

We were pleased to install new candlesticks, aumbry light, and aumbry door cover in the Fishbourne Chantry. These were designed by the renowned sculptor Jonathan Clarke by way of a generous benefaction. We review regularly how we use our church building and the opportunities for growth.

The project to extend the Sacristy and provide office/vestry facilities was completed with the installation of a memorial bench.

Essential repairs to the drainage in the Churchyard were carried out.

Thanks to our congregation's generous response to an appeal, we were able to carry out major works to clean and overhaul the organ while the church was closed during lockdown.

We are awaiting updated estimates for repairs to sections of the church roofs.

Provision of pastoral care for people living in the parish

Regular contact has been maintained, via telephone and email, with members of the congregation, particularly those shielding and those seeking life events such as weddings and funerals. The vicar has sought to keep in regular contact with parishioners and to respond to pastoral need. Due to Covid-19 regular visits to nursing homes within the parish have been curtailed.

Other charitable giving

As a result of the continued financial support of the congregation, together with donors from the wider parish, the PCC was able to continue with its policy to allocate 10% of its voluntary income to charitable giving which amounted to £13,025.

Although 'special collections' could not be held in church, electronic donations were made in response to pew leaflets and appeals during on-line worship.

Full details of the charitable donations are included as an appendix to the financial statements.

The Christian Aid road collections could not take place this year, but Christian Aid week was publicised in the pew leaflets.

Financial Review

Incoming and outgoing resources

Total receipts on general unrestricted funds amounted to £155,351, expenses to £132,116, net transfers to designated funds of £13,159 (mainly to fund year-end charitable donations), and transfers to restricted funds of £35.65. These are detailed in the financial statements.

The PCC's major source of income arises from planned giving and tax recovered from Gift Aid, which together amounted to £109,967 for general purposes, a small decrease on 2019. It was not considered appropriate to carry out a stewardship campaign this year, and as a result of Covid restrictions there was little in the way of income eligible for the Gift Aid Small Donations Scheme.

Covid restrictions resulted in the loss of a number of income streams; cash collections, parochial fees, visitor donations, hall bookings, fundraising events. The PCC was grateful for two major donations in response to the loss of this income, which amounted to £15,000 and which were available for general expenses.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £75,727 paid to the diocese for our share of all churches' Parish Ministry Costs. This is an increase of 3% and the church continues to meet 100% of the costs allocated to this church plus an additional sum arising from an endowment fund.

The total relates directly to the housing, support, stipend and pension costs of the clergy of this parish, training of new ordinands, a contribution to national church funds and, shared costs of the Christian family throughout the whole diocese, including assistance towards the upkeep of churches less able to manage than ourselves.

Staff costs

The PCC pays for an administrator, organist and cleaner. Our youth worker resigned during the year. Further details are provided in the notes to the accounts.

Trustee payments and expenses

The PCC supported the incumbent by paying various bills relating to the Vicarage amounting to £13,860. This included £9,780 towards renovations not funded by the Diocese. £6,596 for this had been set aside in previous years in a designated fund. In addition, the PCC paid working expenses amounting to £2,300 incurred during his work in the Parish and in his wider ministry.

There were no payments to persons related to or connected to, the trustees.

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately six months' worth of unrestricted payments as contingency against unforeseen situations. This prudent policy has enabled us to continue during this difficult period to pay our full parish share, support the parish and make our customary charitable donations.

It is PCC policy to designate the net income from the church boxes and the chip and pin card reader, which can be largely attributed to visitors to the church, for fabric repairs, including those identified at the quinquennial inspection.

Where the PCC identifies future expenses which will be required to meet the PCC's objectives, appropriate designated funds are retained from related income or transferred from general unrestricted funds. Designated funds are reviewed at the year end and any funds considered surplus to the identified purpose released back to the General Fund.

It is PCC policy to retain any legacies and donations in memoriam of deceased parishioners which do not have a specified purpose in a designated fund to be used for specific projects which enhance our worship or the church building. £2,870 was used to fund the memorial bench incorporated in the Sacristy extension.

It is PCC policy to invest surplus funds in the CBF Church of England deposit and investment funds.

Management of risks and their mitigation

The Health and Safety Policy is up to date and approved by the PCC and includes regular fire alarm tests.

A Parish Safeguarding Officer was in office throughout the year. Disclosure and Barring Service checks have been carried out for any adults who look after children or vulnerable adults unsupervised, or who work with children or vulnerable adults more than once a month, at any of the church activities. Safeguarding training has been completed by those required to do so. No Child Protection or other Safeguarding issues were reported during the year.

Structure, governance and management of the charity

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

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

Ex-Officio Members

Incumbent	The Revd. Canon Martin J Lane (Rural Dean throughout the year)	Chairman
Wardens	Mrs Christine Smee (Warden to 22 nd March 2020; PCC member from 21 st October 2020) Professor Laura Ritchie Mr Dan Lambert (Warden from 21 st October 2020; PCC member throughout the year)	

Elected Members

Mr Martin Catchpole	(from 21 st October 2020)
Mrs Karen Goding	Archivist (from 9th December 2020)
Mrs Saleigh Gordon	
Ms Suki Hall	(Deanery Synod to 21 st October 2020; PCC from 21 st October 2020)
Dr David Honeybourne	
Mrs Joan Langhorne	Archivist (to 21 st October 2020)
Mr Adrian Mosley	
Ms Anna Roebuck	(from 21 st October 2020)
Mr Jeremy Webb	
Mr Martyn White	(Deanery Synod to 21 st October 2020; PCC from 21 st October 2020)

Deanery Synod Members

Dr Alan Copsey	(from 9th December 2020)
Mr Lee Mandiwall	(to 21 st October 2020)
Mr Christopher Pexton	(from 21 st October 2020)
Mr Andrew Walker	(to 21 st October 2020)

Co-opted Members

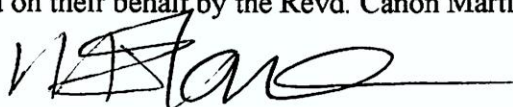
Mrs Carol Bishop	Honorary Treasurer
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Under the Church Representation Rules the Parochial Representatives to the Deanery Synod for the next three years will be elected at the 2020 APCM.

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members, members of the Deanery Synod, co-opted member and members of the Church who are elected at the Annual Parochial Church Meeting (APCM) for a three year term as agreed previously at the APCM. Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

The PCC is supported by a number of committees which meet regularly and report to the PCC. Each committee has the incumbent, and at least one other member of the PCC as representatives, but where appropriate will look to co-opt persons who have skills and experience of benefit to that particular committee.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by the Revd. Canon Martin J Lane, PCC Chairman



Date... 3/3/2021

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THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER
Registered Charity no. 1132184

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2020

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Endowment</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2019</u> <u>£</u>
Income and endowments from:						
Donations and legacies	2a	133,827	22,705		156,532	212,710
Charitable activities	2b	6,506	2,508		9,014	17,967
Trading activities	2c	11,573			11,573	28,306
Investments	2d	8,536	2,323		10,859	10,910
Total income		160,442	27,536	0	187,978	269,893
Expenditure on:						
Raising funds	3a	403			403	3,119
Charitable activities	3b	152,286	22,613		174,899	175,720
Other trading activities	3c	8,479			8,479	16,492
Other	3d	2,870	2,905		5,775	149,718
Total expenditure		164,038	25,518	0	189,556	345,049
Net income		(3,596)	2,018		-1,578	(75,156)
Transfers between funds - in		14,141	35		14,176	15,916
Transfers between funds - out		(14,176)			-14,176	(15,916)
Other recognised gains						
Gains/(losses) on revaluation of investments	5b	5,996		3,886	9,882	22,647
Net movement in funds		2,365	2,053	3,886	8,304	(52,510)
Reconciliation of funds:						
Total funds brought forward at 1st January 2020		180,425	8,282	56,511	245,217	297,726
Total funds carried forward at 31st December 2020		182,789	10,335	60,397	253,520	245,217

The accompanying notes form part of these financial statements.

THE PAROCHIAL CHURCH COUNCIL
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BALANCE SHEET AS AT 31ST DECEMBER 2020

	<u>Notes</u>	<u>2020</u> £	<u>2019</u> £
Fixed assets			
Freehold land and buildings	5a	1	1
Investments	5b	93,205	87,207
Endowed investments	5b	60,397	56,510
Total fixed assets		<u>153,602</u>	<u>143,718</u>
Current assets			
Debtors	7	357	9,019
Short term deposits		91,140	98,529
Cash at bank		<u>18,311</u>	<u>19,365</u>
		109,808	126,913
Current liabilities			
Creditors: amounts falling due within one year	8	(9,886)	(25,413)
Net current assets		99,922	101,500
Total assets less liabilities		<u>253,524</u>	<u>245,218</u>
Funds	10		
Unrestricted funds			
general		140,441	124,368
designated		<u>42,351</u>	<u>56,059</u>
		182,792	180,427
Restricted funds		10,336	8,282
Endowment funds		60,397	56,511
Total funds		<u>253,524</u>	<u>245,219</u>

Approved by the PCC and signed on its behalf by
the Revd Martin J Lane



Date 3/3/2021

The accompanying notes form part of these financial statements.

**THE PAROCHIAL CHURCH COUNCIL
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NOTES TO THE FINANCIAL STATEMENTS

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 edition (2019) of the 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. 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 main affiliation to another body, nor those that 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.

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

c Income and endowments

All income and endowments are 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 received.

Income tax recoverable on Gift Aid donations is recognised when the income to which it is attached is recognised.

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

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs. Income relating to other charitable activities are recognised when the activity takes place.

Trading activities

Trading activities are where income is receivable for selling goods or providing services. Income from trading is recognised either when received or for the year in question; advance payments are included in creditors until the service or goods are provided.

Investment income

Investment income is accounted for when due and payable.

Interest entitlements are accounted for as they accrue.

Rental income is accounted for when receipt is probable.

**THE PAROCHIAL CHURCH COUNCIL
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NOTES TO THE FINANCIAL STATEMENTS

All other income

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

d Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

e Expenditure

Expenditure is accounted for on an accruals basis and is accounted for gross, and recognised when there is a legal or constructive obligation and when payment is probable.

Charitable activities

Charitable giving is accounted for when paid over, or when awarded.

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

f Fixed assets

Tangible fixed assets

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

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's terrier which can be inspected at any reasonable time but are not included in the financial statements.

Expenditure on other furnishing and fixed assets are written off in the year of purchase.

Investments

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

Property

Property owned by the PCC is held as a long term asset, and the PCC do not consider the expense of valuation to be justified. As the property was gifted to the PCC and the original cost is not known it is shown in the accounts at a nominal value of £1.

g Current assets

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

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

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER**
Registered Charity no. 1132184

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NOTES TO THE FINANCIAL STATEMENTS

2 Analysis of income and endowments

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2019</u> <u>£</u>
a Donations and legacies				
Planned giving (excl tax refunds)	81,792		81,792	84,126
Planned giving (no tax refunds)	6,567		6,567	5,247
Collections at all services	747	25	772	8,965
Collections at concerts	401		401	2,183
Special appeals & specific donations		16,017	16,017	34,881
Bosham Youth Group fundraising				
Gift Aid tax recoverable	22,683	1,442	24,125	30,811
Grants	894	5,221	6,116	24,780
Legacies & 'in memoriam' donations				2,300
General donations	17,476		17,476	7,546
Donations from Church visitors	3,266		3,266	11,872
	<u>133,827</u>	<u>22,705</u>	<u>156,532</u>	<u>212,711</u>
b Charitable activities				
Bosham Youth Group activities		2,208	2,208	3,157
Parochial Fees from weddings, funerals	6,206		6,206	10,192
Other income from weddings, funerals	300	300	600	4,618
	<u>6,506</u>	<u>2,508</u>	<u>9,014</u>	<u>17,967</u>
c Trading activities				
Fete, concerts and events	29		29	10,948
St Nicholas Hall lettings	4,918		4,918	10,363
Magazine subscriptions	3,335		3,335	3,331
Magazine advertisement income	3,290		3,290	3,664
	<u>11,573</u>		<u>11,573</u>	<u>28,306</u>
d Investment income				
St Nicholas flat rental	6,008		6,008	6,009
Interest and investment income	2,528	2,323	4,851	4,901
	<u>8,536</u>	<u>2,323</u>	<u>10,859</u>	<u>10,910</u>
Total received on all funds	<u>160,442</u>	<u>27,536</u>	<u>187,978</u>	<u>269,894</u>

**THE PAROCHIAL CHURCH COUNCIL
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NOTES TO THE FINANCIAL STATEMENTS

3 Analysis of expenditure on:

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2019</u> <u>£</u>
a Raising funds				
Stewardship costs	292		292	435
Bookstall expenses	49		49	1,362
Concerts and event expenses	62		62	1,323
	<u>403</u>		<u>403</u>	<u>3,119</u>
b Charitable activities				
Charitable giving	13,655	4,188	17,843	22,382
Diocesan parish share	74,035	1,692	75,727	73,526
Local mission and outreach	1,305		1,305	2,066
Vicarage expenses	13,860		13,860	4,728
Church running expenses	6,980		6,980	5,603
Church maintenance	4,882		4,882	8,538
Expenses of services	7,777		7,777	9,545
Expenses of weddings, funeral	310	317	628	4,674
Church enhancements	120	4,300	4,420	5,765
Church major repairs	6,990	7,890	14,880	4,417
Costs of churchyard and burial ground	4,086	2,000	6,086	3,889
Youth work	4,364	2,208	6,572	10,895
Training courses				158
Clergy working expenses	2,302		2,302	3,166
Administrative expenses	10,893		10,893	15,392
Bank charges	546	18	564	798
Independent examination fee	180		180	180
	<u>152,286</u>	<u>22,613</u>	<u>174,899</u>	<u>175,720</u>
c Trading activities				
St Nicholas Hall running costs	5,311		5,311	6,410
St Nicholas Hall maintenance	30		30	2,088
Fete expenses	20		20	2,690
Parish magazine	3,118		3,118	5,303
	<u>8,479</u>		<u>8,479</u>	<u>16,492</u>
d Other				
Sacristy/boiler room project	<u>2,870</u>	<u>2,905</u>	<u>5,775</u>	<u>149,718</u>
Total resources expended	<u>164,038</u>	<u>25,518</u>	<u>189,556</u>	<u>345,049</u>

A full listing of charitable donations and special collections is listed as an appendix to these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

4 Staff costs

During the year the PCC employed an administrator, director of music, youth worker and cleaner. Staff costs are included the appropriate cost centre; the total for the year was £21,387

5 Fixed assets and investments

a St Nicholas Church Hall and flat were originally gifted to the PCC. As the PCC uses the Hall and flat to fulfil its charitable objects and generate income, and does not foresee selling the property, it does not consider a valuation worthwhile at this time.

b The Diocese are custodian trustees for the Cole Endowment.

The Cole Endowment was provided to produce an income to pay for the stipend of the Incumbent. As stipends are paid by the Diocese, the endowed income is paid to the Diocese and included as a Parish Contribution.

Funds held in reserve are invested in CBF investment funds and revalued at the year end.

	Reserve Funds	Endowment Fund
	£	£
Market value at 1st January 2020	87,208	56,511
Gains on revaluation at 31st December 2020	5,997	3,886
Market value at 31st December 2020	<u>93,205</u>	<u>60,397</u>

6 Analysis of net assets by fund

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Endowment</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2020</u>	<u>Total</u> <u>Funds</u> <u>2019</u>
	£	£	£	£	£
Freehold land and buildings	1			1	1
Investments	27,802	65,403	60,397	153,601	143,718
Current assets	156,920	(47,112)		109,808	126,913
Current liabilities	(1,931)	(7,955)		(9,886)	(25,413)
	<u>182,792</u>	<u>10,336</u>	<u>60,397</u>	<u>253,524</u>	<u>245,219</u>

7 Debtors

	<u>2020</u> <u>£</u>	<u>2019</u> <u>£</u>
Income tax recoverable		7,054
Prepayments	357	1,965
	<u>357</u>	<u>9,019</u>

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER**
Registered Charity no. 1132184

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NOTES TO THE FINANCIAL STATEMENTS

8 Creditors: amounts falling due within one year	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Deferred income	5,800	2,820
Accruals for utilities	455	300
Other creditors	3,631	22,293
	<u>9,886</u>	<u>25,413</u>

9 **Comparatives for the statement of financial activities**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>2019</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Income and endowments from:				
Donations and legacies	145,046	67,664		212,710
Charitable activities	11,745	6,222		17,967
Trading activities	28,306			28,306
Investments	8,612	2,298		10,910
Total income	<u>193,709</u>	<u>76,184</u>		<u>269,893</u>
Expenditure on:				
Raising funds	3,119			3,119
Charitable activities	154,312	21,408		175,720
Other trading activities	16,492			16,492
Other	4,025	145,693		149,718
Total expenditure	<u>177,948</u>	<u>167,102</u>		<u>345,049</u>
Net income	15,761	(90,918)		(75,156)
Other recognised gains				
Gains/(losses) on revaluation of investments	13,742		8,905	22,647
Transfers between funds	14,560	1,356		15,916
	(15,853)	(63)		(15,916)
Net movement in funds	<u>28,211</u>	<u>(89,625)</u>	<u>8,905</u>	<u>(52,510)</u>
Reconciliation of funds:				
Total funds brought forward at 1st January 2019	152,214	97,907	47,606	297,726
Total funds carried forward at 31st December 2019	<u>180,425</u>	<u>8,282</u>	<u>56,511</u>	<u>245,217</u>

**THE PAROCHIAL CHURCH COUNCIL
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NOTES TO THE FINANCIAL STATEMENTS

10 Statement of funds

	<u>Bal b/fwd</u> <u>1 Jan 2020</u> <u>£</u>	<u>Income</u> <u>£</u>	<u>Expenditure</u> <u>£</u>	<u>Transfers,</u> <u>gains &</u> <u>losses</u> <u>£</u>	<u>Bal c/fwd</u> <u>31 Dec</u> <u>2020</u> <u>£</u>
<i>Unrestricted fund</i>					
General fund	124,368	155,351	(132,116)	(7,162)	140,441
<i>Designated funds</i>					
Fabric fund	14,495	3,647	(7,929)		10,214
Enhancement Fund		1,095	(120)		975
Vicarage fund	6,922		(6,922)		0
Legacy fund	32,642		(2,870)		29,772
Hospitality fund			(116)	116	0
Pastoral fund	500		(630)	500	370
Flower fund	1,000	348	(310)	(17)	1,020
Donation fund	500		(13,025)	12,525	0
	<u>56,059</u>	<u>5,090</u>	<u>(31,922)</u>	<u>13,124</u>	<u>42,351</u>
<i>Unrestricted & designated funds</i>	<u>180,427</u>	<u>160,442</u>	<u>(164,038)</u>	<u>5,961</u>	<u>182,792</u>
<i>Restricted funds</i>					
Lord Gifford's Wreath fund	50		(25)		25
Fabric fund	3,495	5,759	(2,905)		6,349
Sacristy/boiler room project	2,000				2,000
Organ Fund		7,890	(7,890)		
Enhancement fund		4,700	(4,300)		400
Flower fund		300	(317)	17	0
Legacy Fund	2,000		(2,000)		0
Cole Endowment income		1,692	(1,692)		
Youth activity fund	547	2,208	(2,208)		547
Donation fund	190	4,123	(4,181)	18	150
Mary Rochford Wade Trust		865			865
	<u>8,282</u>	<u>27,536</u>	<u>(25,518)</u>	<u>36</u>	<u>10,336</u>
<i>Endowment funds</i>					
Cole Endowment fund	<u>56,511</u>			<u>3,886</u>	<u>60,397</u>
<i>Total funds</i>	<u>245,219</u>	<u>187,978</u>	<u>(189,556)</u>	<u>9,883</u>	<u>253,524</u>

11 Transactions with related charities

The Bosham Burial Ground Association (BBGA) is a separate charity (no.1059254).

The following members of the PCC are trustees of that charity:

Canon Martin J Lane

Mrs Joan Langhorne

During the year the PCC paid £3,300 towards the upkeep of the burial ground.

**The Independent Examiner's Report to
the Parochial Church Council of the Ecclesiastical Parish of Bosham, Chichester**

I report on the accounts of the Parochial Church Council (PCC) for the year ended 31st December 2020, which are set out on pages 7 to 15.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Church Accounting Regulations and section 144(2) of the Charities Act 2011 ('the 2011 Act') do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- To follow the procedures laid down in the general directions of 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 this report

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance, 2013 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations
 have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed.....

Dated.....30 April 2021

Mr John Fox LLB, Solicitor (retired)
Eastfield Cottage
Taylors Lane
Bosham
West Sussex PO18 8QQ

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF BOSHAM, CHICHESTER**

Registered Charity no. 1132184

CHARITABLE GIVING

2019				2020		
<u>Restricted Donations</u>	<u>Special Collections</u>	<u>Mission & Outreach</u>		<u>Mission & Outreach</u>	<u>Special Collections</u>	<u>Restricted Donations</u>
£	£	£		£	£	£
			CHURCH OVERSEAS MISSION			
		1,000	Release	500		
			OVERSEAS RELIEF AND DEVELOPMENT			
		250	Christian Engineers in Development			
		1,000	FRRME	500		
4,566		2,000	Friends of Children in Romania	2000		3045.58
		500	BEATS	500		
		500	Samara's Aid Appeal	500		
		500	DATUM	500		
	231		Christian Aid	250		
		250	Send a Cow	200		
		250	Disasters Emergency Committee (Coronavirus appeal)	500		
	500		Embrace the Middle East (Christmas Charity)			
			HOME MISSION			
		500	The Life Centre	500		
		500	Church Urban Fund	250		
		250	Sussex Historic Churches Trust	250		
	550		Chi Dioc Assn for Family Support (Christmas)	500	150	
		450	The College of St Banabas			
		1,000	Chichester Diocese	2000		
		500	The Valley Parish (Westbourne Deanery)			
	162		Mission to Seafarers (Laying up Boats service)	250	5	

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CHARITABLE GIVING

2019				2020		
<u>Restricted Donations</u>	<u>Special Collections</u>	<u>Mission & Outreach</u>		<u>Mission & Outreach</u>	<u>Special Collections</u>	<u>Restricted Donations</u>
£	£	£		£	£	£
			SECULAR CHARITIES			
		920	Bosham Monday Club (Minibus)	920		
		50	Sussex Bellringers Association	50		
		250	Bishop Luffa School			
		230	Chidham School	105		
	374		Chichester District Foodbank		475	
		350	BVIE			
		900	Sage House - Dementia Support	250		
	1,000	400	Stonepillow	1000	300	
		250	Sussex Snowdrop Trust	250		
		900	St Wilfred's Hospice	500		
		500	Pastoral donations	630.23		
	550		Children's Society (Christmas Charity)	500	150	
25	724		Royal British Legion (Poppy Appeal & wreath)	250	38	25
4,591	4,091	14,200	TOTALS	13,655	1,118	3,071
		22,882	OVERALL TOTAL	17,843		
During 'lockdown' in 2020 Special Collections comprised donations made electronically in response to appeals in the						
Pew Leaflet or on-line worship on the relevant Sunday						