

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF IFIELD

England & Wales · Charity number 1132318

Details

Other names IFIELD PCC

Status Registered

Legal form Previously excepted

Registered 2009-10-26

Register [View on the Charity Commission register](#)

Contact

Address 1 Lychgate
Ifield Street
Ifield
Crawley
RH11 0NN

Phone 01293537578

Email office@ifieldparish.org

Website ifieldparish.org

Activities

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

Activities: The PCC, Chaired by the Incumbent, have the responsibility to coordinate the mission of the Parish; pastoral, evangelistic, financial and social, according to the practices of the Church of England.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Religious Activities
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£96,116	£95,584	-	-
2023-12-31	£91,618	£86,165	-	-
2022-12-31	£86,607	£84,050	-	-
2021-12-31	£95,219	£90,218	-	-
2020-12-31	£96,491	£107,586	-	-

Trustees

Name	Role	Appointed
Rev Christine Spencer	Chair	2020-10-12
Andrew Ironside		2020-10-14
CLARE ELIZABETH WILSON		2023-04-26
Heather Woolsey		2024-04-17
Jo-Ann SILK		2023-04-26
Kevin Michael LAWLER		2022-04-27
Kim Ann DAVIS-GRAY		2024-04-17
Martin David HULL		2021-04-28
Rita Rosemary STRUTT		2024-04-17
Veryan Loveday NICHOLLS		2022-04-27

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of Ifield**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2024**

Registered charity no. 1132318



Contents

Officers and professional advisers	1
Trustee annual report	2
Independent examiners report	7
Receipts and Payments Summary of Financial Activities	8
Statement of Assets and Liabilities	9
Notes to the Annual Financial Report	10

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent and Rector:	Revd. Christine Spencer (Chair)
Curate:	Revd. Dominic Desouza-Campbell
Reader:	Jillian Bell*
Wardens:	Andy Ironside (Vice Chair) Kevin Lawler
Secretary:	Clare Wilson
Safeguarding officer:	Amy Wilson* (until 17 April 2024) Andy Ironside (for DBS and recruitment) from 17th April 2024 Heather Woolsey (from 19th June 2024)
Treasurer	James May*

Elected members:

Ellis Barton (until 17th April 2024)
Kim Davis-Gray (from 17th April 2024)
Martin Hull (*until 17th April 2024 and then co-opted to continue).
Veryan Nicholls
Lindsey Plunkett
Robert Pudney
Jo-Ann Silk
Rita Strutt* (coopted from 17th April 2024)
Sarah Ward
Clare Wilson
Nicola Wood* (until 17th April 2024)
Heather Woolsey (from 17th April 2024)

Deanery Synod:

John Christopher Bell* (until 15th November 2024)
Mary Pedlow*
Trevor Strutt*
Robert Pudney (Lay Chair)

Diocesan Synod:

John Christopher Bell* (until 15th November 2024)
Robert Pudney

**Whilst an ex-officio role, these members did not become trustees.*

Registered office:

Ifield Parish Office, 1 Lychgate Cottage, Ifield Street, Ifield, Crawley, West Sussex, RH11 0NN

Independent Examiners:

Richard Place Dobson Services Limited, Crawley, West Sussex, RH10 1HT

Our aims and purposes

The Parish of Ifield consists of two main neighbourhoods on the west side of Crawley - Langley Green (once served by St Leonard's church, but now by St Margaret's) and Ifield/Ifield West (served by St Margaret's church).

Ifield PCC has the responsibility of co-operating with the Rector, the Revd Christine Spencer, and 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 and other support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

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

- Enabling as many people as possible to worship at our church and making their experience of worship a welcoming and accessible one,
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers through courses at Lent, Advent and through house groups;
- Maintaining an overview of worship throughout the parish;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities.
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Helping people through important life events such as death and bereavement; marriage; baptism.
- Providing assistance to vulnerable groups and individuals within the parish;
- Giving grants to various charities;
- Reaching out to the unchurched through the provision of a variety of outreach events;
- Maintaining the fabric of our church buildings as a historic centre and focus of life for the various communities we serve.

What we achieved and how we affected our beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. St Margaret's church is left open and unlocked between 8:30am until approximately 4pm and is used by visitors for both tourism and for peace and quiet at a difficult time - as the many entries in our Visitors' Book testify to. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There were 133 parishioners on the parish electoral roll at the start of the year. Six names have been removed during the year and eight names added, which gives a total of 135. Currently 39 are not resident within the parish. We also have a church Facebook page which at the APCM in 2024 we had c.680 members.

A wider range of services are being offered at St Margaret's, from the informal FIISH (non-Eucharistic worship), Sunday Celebration (non-Eucharistic), Service of the Word (non-Eucharistic) to the more traditional sung Eucharistic services of the weekly Parish Communion, the Family Service, and the Book of Common Prayer (BCP) Holy Communion, and these continue to engage and grow a wide range of individuals.

Provision of the church buildings for people to enjoy

We held 10 baptisms, 8 funerals (6 in the church or at graveside and 2 in the Crematorium),⁴ weddings, and 16 interment of ashes took place in the churchyard. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

During 2024 we have continued to explore ways in which our congregation and church building can be used for events that are of value to our local community, a planned Concert to raise funds for Open house in December was cancelled by the concert organisers but it is hoped that this can be rescheduled to the spring of 2025.

A contemporary Carol Service was held at which 36 adults and 8 children were present. Additionally, a Crib Service was held on Christmas Eve, which was attended by many non-regular church goers as well as members of the congregation. A total of c.152 people attended including 48 children; the service was much appreciated by the local community.

St Leonard's church, Langley Green continues to be rented out to a French speaking evangelical church; The Voice of Deliverance (120 attendees). The adjacent large hall is being rented to a Tamil Muslim group and is used as a Mosque (250) attendees.

The Parish owns Lychgate Cottage, a property adjacent to St. Margaret's church. The ground floor is used for the Parish Office and first point of contact with those planning weddings, baptism etc and as the Choir vestry. The second floor is rented out residentially.

We continue to explore ways of enhancing our buildings to make them of more practical use to the wider community. The Church and Children's room are used on Sundays but also for the Youth Group and Summer/holiday Club. The fortnightly termtime Youth Groups have been amalgamated and currently attract 16 children with an age range of 6years to 12years old. Summer/holiday club attracted 39 children from 30 families some of whom were regular church goers, but many were from the wider community.

Trustees Annual Report for 2024

Worship during the year has included holding an All-Souls service in collaboration with a local funeral director, where those who had had funerals undertaken by both the church and also by the funeral director during the previous three years were invited to come to church and participate in a service which remembered those they had lost. This service was attended by 46 people which included 5 children - the majority of whom are not regular attenders of the church.

The Church has been used by a local art group and was also part of the Crawley Community Poetry Trail. Several groups of the U3A also attended to look at the church during the year.

Provision of pastoral care for people living in the parish

Contact is maintained for those unable to come to church through telephone calls, emails and visits by the Rector and Reader. The monthly communion service held in a local care home continues and in addition a monthly non-Eucharistic service has been developed for use in both this and another local care home which is much appreciated by the residents. A small team from the church attended both these care homes to sing Christmas carols. The provision of communion at home has been undertaken by the Rector and the Reader.

Provision of tangible support to the poor and needy

The parish continues to support our local homeless hostel, Open House, through financial donations, and by supporting the local foodbank. The parish also supports the local Foodbank (the Easter Team) providing fortnightly collections for this. This has continued and grown during this year with collections of foodstuffs now being much larger than previously. The parish has also held a stall at our three local shopping parades on a Saturday four times during the year asking people to contribute to the foodbank - this resulted in three car loads of foodstuffs each time being delivered to the Easter Team. Permission was sought from the local authorities for this and the local PCSO's were invited to be present too. The parish continues to forge closer links with the LoveYourNeighbour scheme in the centre of Crawley.

The parish contributes to Chichester Diocesan Family Support Work. We have two members on the local Support Group. We collected a large quantity of toys and toiletries for the charity in Advent. Individual church members contribute through monthly standing orders, and the whole congregation generously supports those who take part in the FSW annual sponsored walk.

Provision of support to the young

Ifield Parish continue to support the young of the parish in a wide variety of ways. Sunday School remains discontinued at present as children are welcomed in all services. The fortnightly termtime Youth Groups have been amalgamated and currently attract 16 children with an age range of 6 years to 12 years old. Summer/holiday club attracted 39 children from 30 families some of whom were regular church goers, but many were from the wider community.

Schools' visits for worship are undertaken by the Rector weekly at the church school, and the Rector also undertakes a Eucharist service in the school each half term at which a year group and their parents/grandparents and carers are invited to attend. The lunch time club has continued (Jesus and Me - JaM) and this is run by the Rector. There have been several visits to the church by the children in years 3-6 for Christmas, Easter, harvest and the end of term leavers service. One of the local secondary schools also visited as part of their review of local buildings and very much enjoyed their visit. A local special school also plans regular visits with their students many of whom have not been inside a church before.

St Margaret's is affiliated to 2nd Ifield Scout group and the Squirrels, Beavers, Cubs, Scouts and

Trustees Annual Report for 2024

Explorer Scouts attend 4 services during the year on Mothering Sunday, Harvest, Remembrance, and Christmas. The Rector attends the Scout group AGM.

During the year a weekly termtime parent/carer and toddler group has continued to provide a safe and nurturing space for carers and children to come to play and chat. This has grown with 52 children having attended from 43 families, the majority of which are not regular church members or who have any connection with 'church'.

St Margaret's continues to ensure that all young people and vulnerable adults in our care are adequately safeguarded by rigorous compliance to all diocesan and national church safeguarding policies. We comply to the Simple Quality Protects standard (and achieved Level 1 status) and ensure that all those working with young people and vulnerable adults are trained to the appropriate C0, C1, C2 and C3 levels introduced by the Church of England.

Teaching and nurturing the Christian faith

For most of the year there have been two study groups across the parish (circa 18 attendees). There was one adult confirmation candidate who was confirmed following some study with the Rector.

Financial Review

Incoming resources

Total receipts increased this year but only due to an unexpected legacy receipt. Without this one off income we would have seen a decrease in receipts which is consistent with a continued decrease in giving. We expect income in 2025 to be similar to that in 2024.

Outgoing resources

Expenditure for the year has increased. Main drivers are:

- A higher Share to the Diocese (£4,500), however this still results in a shortfall of over £55,000 to pay;
- The parish has resumed paying the rector expenses that it should have been paying in the previous year (£3,500);
- Higher other payments due to a Quinquennial review and electrical works (£5,200); and
- Lower repairs costs (£8,100) due to delaying significant repair costs until 2025 as the charity is seeking a grant to assist with a roof repair.

In 2024 we expected to see a reduction in salary costs as a result of a decreased headcount, however salary costs remained static. This was due to the parish making redundancy payments following the ending of all employment relations due to insufficient income in the previous years and no indication of increases in the short term. In 2025 there will be no staff costs and this cash will be paid to the Diocese, reducing our £55,000 shortfall noted above (see note 5 to the financial statements also).

Why we hold some money in reserve

It is the PCC's policy:

- That due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2024 was £53,000 (2023: £51,000) which achieved this.
- To invest temporarily surplus endowment funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed to pay day-to-day bills. At the end of 2024 £23,000 (2023: £22,000) was invested this way.
- To invest legacies restricted as to their objects, with the Churches, Charities and Local Authorities financial provider, CCLA, until such time that suitable projects or beneficiaries are identified by the PCC, and payments to them can be made.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC approved a Risk Policy in November 2020. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible.

There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately. A Safeguarding report is presented at every PCC meeting; an annual Safeguarding review was carried out in May 2021; The Church of England's newly printed Parish Safeguarding Handbook - Promoting a Safer Church and Pocket Guide has been issued to all key members; and the PCC has complied with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

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 members set out on page 1 served as members of the Parochial Church Council. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Not all elected members served for the whole calendar year. All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible and are hopeful of encouraging a wider age range of PCC members going forward.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Revd Christine Spencer, Rector on

19 March 2025.

Independent examiner's report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Ifield

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 1 to 13.

Responsibilities and basis of report

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

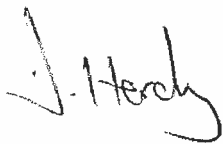
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
Registered in England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 09/04/25

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted General Funds 2024 £	Restricted Funds (Note 7) 2024 £	Endowment Funds (Note 6) 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income and endowments from:						
Donations		39,911	-	-	39,911	35,994
Trading activities		41,245	1,363	-	42,608	43,647
Investments		2,691	-	894	3,585	3,623
Other receipts		10,012	-	-	10,012	8,354
Total received	2	93,858	1,363	894	96,115	91,618
Expenditure on:						
Charitable activities		82,143	2,500	-	84,643	72,411
Other payments		9,627	1,315	-	10,941	13,754
Total paid	3	91,769	3,815	-	95,584	86,165
Reconciliation of funds:						
Net income		2,089	(2,452)	894	531	5,453
Funds at 1 January		50,806	18,974	22,280	92,059	86,607
Funds at 31 December		52,894	16,522	23,174	92,590	92,060

Statement of Assets and Liabilities

	Unrestricted General Funds 2024 £	Restricted Funds (Note 7) 2024 £	Endowment Funds (Note 6) 2024 £	Total Funds 2024 £	Total Funds 2023 £
Assets:					
Bank current account	26,333	-	-	26,333	28,883
CBF deposit fund	26,561	16,522	-	43,083	40,897
Bank and deposit accounts	52,894	16,522	-	69,416	69,780
CBF Investment fund shares	-	-	23,174	23,174	22,280
Investment assets at market value	-	-	23,174	23,174	22,280
Net Assets:	52,894	16,522	23,174	92,590	92,060

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2024 £	2023 £
Accruals	-	1,479
Other creditors	5,132	5,132
	5,132	6,611

This Financial Report for the year ended 31 December 2024, including the notes following, was approved by the PCC and signed on its behalf by Revd Christine Spencer, Rector.

Revd Christine Spencer

Date: 19th March 2025

Notes to the Annual Financial Report

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

	Unrestricted General Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Planned giving (excl. gift aid)	20,792	-	-	20,792	22,851
Planned giving (no gift aid)	2,569	-	-	2,569	2,648
Loose cash collections	6,032	-	-	6,032	4,662
Legacy income	5,340	-	-	5,340	-
Gift aid recovered	5,178	-	-	5,178	5,833
Donations	39,911	-	-	39,912	35,994
Rental income	41,129	-	-	41,129	40,085
Fundraising events	116	1,363	-	1,479	3,562
Trading activities	41,245	1,363	-	42,608	43,647
Bank and CBF deposit interest	505	-	-	505	1,762
CBF investment fund income	2,186	-	894	3,080	1,861
Investments	2,691	-	894	3,585	3,623
Fees for weddings and funerals*	9,266	-	-	9,266	8,058
Other receipts	746	-	-	746	296
Other receipts	10,012	-	-	10,012	8,354
Total received	93,858	1,363	894	96,116	91,618

*Receipts for Fees for weddings and funerals includes amounts collected on behalf of the Diocese that are then included in the Weddings and funeral cost payments in note 3.

Notes to the Annual Financial Report

3. Analysis of total paid

	Unrestricted General Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Charitable donations	1,250	-	-	1,250	1,375
Parish share to Chichester Diocese	23,750	-	-	23,750	19,250
Salaries and honoraria incl NI	24,037	-	-	24,037	25,204
Clergy and other peoples expense:	3,514	-	-	3,514	-
Insurance	7,223	-	-	7,223	7,581
Water, gas, electric, and oil	8,738	2,500	-	11,238	9,535
Printing and photocopying	924	-	-	924	1,409
Other regular church costs	3,115	-	-	3,115	4,123
Wedding and funeral costs	8,308	-	-	8,308	2,674
Accounting and examiners fees	1,284	-	-	1,284	1,260
Charitable activities	82,143	2,500	-	84,643	72,411
Equipment	-	-	-	-	-
Maintenance & redecoration	2,330	523	-	2,853	10,935
Bank fees	415	-	-	415	415
Other payments	6,882	792	-	7,673	2,404
Other payments	9,627	1,315	-	10,941	13,754
	91,769	3,815	-	95,584	86,165

4. Charitable donations

Charitable donations in the year included donations to:

	2024	2023
	£	£
Christians against poverty	1,250	1,375
	1,250	1,375

Notes to the Annual Financial Report

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese (£23,750 (2023: £19,250)) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to c.£81,000 (2023: £80,000). The shortfall is not payable by the parish in future years, however should the Diocese end this support at any point in the future the parish would be unable to continue with its operations.

6. Trust

The CBF hold four trusts and one fund for the parish:

	2024	2023
	£	£
CBF Investment (Knight/Loveband)	15,122	14,784
CBF Investment (Wood)	1,248	1,221
CBF Investment (Hope-Shepperton)	1,684	1,602
CBF Deposit (Chancel trust)	5,120	4,673
	<u>23,174</u>	<u>22,280</u>

The Chancel trust investment and desposit can only be used for the insurance and repairs to the chancel only.

There are two church yard trusts to be used in the maintenance of the churchyard and of the Knight, Loveband and Wood graves. Income only is paid to PCC account for the use of the aforementioned purposes.

The Hope-Shepperton Trust consists of endowment capital, held as CBF investment shares and is shown at current market value. The income is for the purpose of keeping the Lady Chapel in good repair upon the condition that the gravestone of late husband is also kept in good repair. Income and capital can be used but the original bequest of £270 must remain intact with the terms of the bequest.

7. Restricted funds

Restricted funds at the year end:

	2023	2023
	£	£
Fabric fund*	16,012	17,672
Music fund	215	370
Chancel trust	250	250
Heating fund	45	682
	<u>16,522</u>	<u>18,974</u>

The restricted funds are for the following purposes:

Fabric fund: for the general maintenance of the St Margarets church.

**Included within the fabric fund in 2023 was £2,500 available for gas bills to assist with keeping the prevention of damage to the church from cold weather. This amount was fully spent in the year.*

Music fund: for expenses which benefit the music of St Margaret's Church.

Chancel trust: for the insurance of and repairs to the chancel.

Heating fund: to fund a new boiler as the existing one failed beyond repair in 2018 (the replacement has been made with any balance above being a residual fund).

Notes to the Annual Financial Report

8. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preperation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

9. Payments to PCC employees

	2024	2023
	£	£
Gross pay	23,597	25,068
Pension costs	140	135
Timing difference (see below)	300	1
Salaries and honaria per note 3	<u>24,037</u>	<u>25,204</u>

The above gross pay and national insurance charge are per the payroll records, however these accounts are on a cash basis, so there is an immaterial timing difference with payments. No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.

As the chairty has been unable to fulfil it's financial obligations to the Diocese for a number of years (note 5), a decision was taken in the year to cease all of it's employment relationships. As a result the gross pay above contains redundancy payments and there will be no future employee costs.

10. Related party transactions

During the year a trustee has been paid £nil (2023: £8,011) for other services. These payments in the preior year were reflected in the I&E within *Salaries and honaria*. This trustee joined the board on 27 April 2022. Prior to this date the salary payments were still a related party transaction as the Trustee was a spouse of another Trustee.

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts. During the year there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of Ifield**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2023**

Registered charity no. 1132318



Contents

Officers and professional advisers	1
Trustee annual report	2
Independent examiners report	7
Receipts and Payments Summary of Financial Activities	8
Statement of Assets and Liabilities	9
Notes to the Annual Financial Report	10

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent and Rector:	Revd. Christine Spencer (Chair)
Curate:	Revd. Dominic Desouza-Campbell (from 24 April 2023)
Reader:	Jillian Bell*
Wardens:	John Christopher Bell (until 26 April 2023) Andy Ironside (Vice Chair) Kevin Lawler (from 26 April 2023)
Secretary:	Clare Wilson
Safeguarding officer:	Amy Wilson*
Treasurer	James May*

Elected members:

Ellis Barton
Anthony Eden (until 31 January 2023)
Naomi Gater (until 17 December 2023)
Martin Hull
Veryan Nicholls
Kevin Lawler (until 26 April 2023)
Mary Pedlow (until 26 April 2023)
Carl Peirce (until 26 April 2023)
Lindsey Plunkett
Robert Pudney
Jo-Ann Silk (from 26 April 2023)
Trevor Strutt (until 26 April 2023)
Sarah Ward
Clare Wilson (from 26 April 2023)
Nicola Wood (coopted from 26 April 2023)

Deanery Synod:

John Christopher Bell*
Ines Manning* (until 26 April 2023)
Susan Maries* (until 26 April 2023)
Mary Pedlow* (from 26 April 2023)
Trevor Strutt* (from 26 April 2023)
Robert Pudney (Lay Chair)

Diocesan Synod:

John Christopher Bell*
Robert Pudney

**Whilst an ex-officio role, these members did not become trustees.*

Registered office:

Ifield Parish Office, 1 Lychgate Cottage, Ifield Street, Ifield, Crawley, West Sussex, RH11 0NN

Independent Examiners:

Richard Place Dobson Services Limited, Crawley, West Sussex, RH10 1HT

Our aims and purposes

The Parish of Ifield consists of two main neighbourhoods on the west side of Crawley - Langley Green (once served by St Leonard's church, but now by St Margaret's) and Ifield/Ifield West (served by St Margaret's church).

Ifield PCC has the responsibility of co-operating with the Rector, the Revd Christine Spencer, and 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 and other support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

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

- Enabling as many people as possible to worship at our church and making their experience of worship a welcoming and accessible one,
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers through courses at Lent, Advent and through house groups;
- Maintaining an overview of worship throughout the parish;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities.
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Helping people through important life events such as death and bereavement; marriage; baptism.
- Providing assistance to vulnerable groups and individuals within the parish;
- Giving grants to various charities;
- Reaching out to the unchurched through the provision of a variety of outreach events;
- Maintaining the fabric of our church buildings as a historic centre and focus of life for the various communities we serve.

What we achieved and how we affected our beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. St Margaret's church is left open and unlocked between 8:30am until early afternoon daily (due to a spate of vandalism) and is used by visitors for both tourism and for peace and quiet at a difficult time - as the many entries in our Visitors' Book testify to. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There were 133 parishioners on the parish electoral roll at the start of the year. 3 names have been removed during the year and 5 names added, which gives a total of 135. Currently 37 are not resident within the parish. We also have a church Facebook page which at the APCM in 2023 we have c.640 members.

A wider range of services are being offered at St Margaret's, from the informal FIISH (non-Eucharistic worship), Sunday Celebration (non-Eucharistic), Service of the Word (non-Eucharistic) to the more traditional sung Eucharistic services of the weekly Parish Communion, the All-age Worship, the Book of Common Prayer (BCP) Holy Communion, and these continue to engage and grow a wide range of individuals.

Provision of the church buildings for people to enjoy

We held 18 baptisms, 18 funerals (8 in the church or at graveside and 10 in the Crematorium), 2 weddings, and 5 interment of ashes took place in the churchyard. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

During 2023 we have continued to explore ways in which our congregation and church building can be used for events that are of value to our local community, in addition to church services. St Margaret's hosted a concert in aid of Open House, the local homeless shelter.

It was possible to hold a Carol Service inside round the Christmas tree and a total of c.33 people attended including both adults and children. A service of Nine Lessons and Carols was held at which 53 adults and 6 children were present. Additionally, a Crib Service was held on Christmas Eve, which was attended by many non-regular church goers as well as members of the congregation. A total of c.176 adults and 48 children attended this service; the service was much appreciated by the local community.

St Leonard's church, Langley Green continues to be rented out to a French speaking evangelical church; The Voice of Deliverance (120 attendees). The adjacent large hall is being rented to a Tamil Muslim group and is used as a Mosque (250) attendees.

The Parish owns Lychgate Cottage, a property adjacent to St. Margaret's church. The ground floor is used for the Parish Office and first point of contact with those planning weddings, baptism etc and as the Choir vestry. The second floor is rented out residentially.

We continue to explore ways of enhancing our buildings to make them of more practical use to the wider community. The old choir vestry has been refurbished to become the Children's room for all of our church youth groups to use - with 19 children (from 13 families) attending the junior meeting (JYC), 14 children from 14 families attending the next youth group (AYC) and 8 teenagers from 8 families attending the older meeting (BYC); many of the older children became junior leaders at the Summer club. Summer/holiday club attracted 59 children from 42 families some of whom were regular church goers, but many were from the wider community. Worship during the year has included holding an All-Souls service in collaboration with a local funeral director, where those who had had funerals undertaken by

both the church and also by the funeral director during the previous three years were invited to come to church and participate in a service which remembered those they had lost.

Provision of pastoral care for people living in the parish

The Pastoral Care Team is currently being reviewed but contact has been maintained for those unable to come to church through telephone calls, emails and visits. The monthly communion service held in a local care home has now been restarted and in addition a monthly non-Eucharistic service has been developed for use in both this and another local care home which is much appreciated by the residents. A small team from the church attended both these care homes to sing Christmas carols. The provision of communion at home has been undertaken by the Rector and the reader.

Provision of tangible support to the poor and needy

The parish continues to support our local homeless hostel, Open House, through financial donations, and by supporting the local foodbank. The parish also supports the local Foodbank (the Easter Team) providing fortnightly collections for this. This has continued and grown during this year with collections of foodstuffs now being much larger than previously. The parish has also held a stall at our three local shopping parades on a Saturday four times during the year asking people to contribute to the foodbank - this resulted in three car loads of foodstuffs each time being delivered to the Easter Team. Permission was sought from the local authorities for this and the local PCSO's were invited to be present too. The parish is also forming closer links with the LoveYourNeighbour scheme in the centre of Crawley.

We also support the work of Christians Against Poverty in Crawley with a monthly financial contribution of £125 and the work of two volunteers in their debt counselling work.

The parish contributes to Chichester Diocesan Family Support Work. We have two members on the local Support Group and in 2023 donated half our Christmas collections and all the proceeds of our Lent lunches to this cause. We also collect a large quantity of toys and toiletries for the charity in Advent. Individual church members contribute through monthly standing orders, and the whole congregation generously supports those who take part in the FSW annual sponsored walk.

Proceeds from Christmas collections were shared equally between the work of Open House and Family Support Work. We have also supported the Children's Society through a Christingle Service.

Provision of support to the young

Ifield Parish continue to support the young of the parish in a wide variety of ways. Sunday School has been discontinued at present as children are welcomed in all services; the church youth groups had been divided to allow for different needs and currently there are approx. 19 children (from 13 families) attending the junior meeting (JYC), 14 children from 14 families attending the next youth group (AYC) and 8 teenagers from 8 families attending the older meeting (BYC); many of the older children became junior leaders at the Summer club. Summer/holiday club attracted 59 children from 42 families.

Schools visits for assemblies are undertaken by the Rector weekly at the church school and a new lunch time club was commenced in September (Jesus and Me - JaM) and this was run by the Youth and Children's officer. There have been several visits to the church by the children in years 3-6 for Christmas, Easter, harvest and the end of term leavers service. One of the local secondary schools also visited as part of their review of local buildings and very much enjoyed their visit.

During the year a weekly termtime parent/carer and toddler group has continued to provide a safe and nurturing space for carers and children to come to play and chat. This has grown with 62 children having

attended from 53 families the majority of which are not regular church members or who have any connection with 'church'.

We continued to employ a Children's and Youth Officer to be a focus of leading growth in our children's and youth work, which has seen engagement in services and other events.

St Margaret's continues to ensure that all young people and vulnerable adults in our care are adequately safeguarded by rigorous compliance to all diocesan and national church safeguarding policies. We comply to the Simple Quality Protects standard (and achieved Level 1 status) and ensure that all those working with young people and vulnerable adults are trained to the appropriate C0, C1, C2 and C3 levels introduced by the Church of England.

Teaching and nurturing the Christian faith

For most of the year there have been two study groups across the parish (circa 18 attendees).

Financial Review

Incoming resources

Total receipts increased this year, driven by an increase in rental income due to the expiry of Covid-19 reductions which were granted to all of our tenants. Donations and income from weddings and funerals decreased underlining the very serious tough circumstances the parish faces. We expect income in 2024 to be similar to that in 2023.

Outgoing resources

Expenditure for the year was broadly in line with 2022, with some additional expenditure on the church building offsetting a reduction in other expenses (which were mainly professional fees in 2022 in relation to our Lychgate cottage building). In 2023 we expect to see a reduction in salary costs as a result of a decreased headcount.

Future income and expenditure

The main objective for the parish in the coming years is to increase receipts in order to cover expenditure which includes a parish share of c.£80k if paid in full. However we are some way off of this goal and so 2023 will require us to carefully monitor our finances and ensure we focus on delivering our core objectives.

Why we hold some money in reserve

It is the PCC's policy:

- That due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2022 was £50k (2021: £44k) which achieved this.

- To invest temporarily surplus endowment funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed to pay day-to-day bills. At the end of 2022 £22k (2021: £20k) was invested this way.
- To invest legacies restricted as to their objects, with the Churches, Charities and Local Authorities financial provider, CCLA, until such time that suitable projects or beneficiaries are identified by the PCC, and payments to them can be made.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC approved a Risk Policy in November 2020. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible.

There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately. A Safeguarding report is presented at every PCC meeting; an annual Safeguarding review was carried out in May 2021; The Church of England's newly printed Parish Safeguarding Handbook - Promoting a Safer Church and Pocket Guide has been issued to all key members; and the PCC has complied with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

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 members set out on page 1 served as members of the Parochial Church Council. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Not all elected members served for the whole calendar year. All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible and are hopeful of encouraging a wider age range of PCC members going forward.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Revd Christine Spencer, Rector on 16 March 2024

**Independent examiner's report to the Trustees of The Parochial Church Council of the
Ecclesiastical Parish of Ifield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 1 to 13.

Responsibilities and basis of report

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

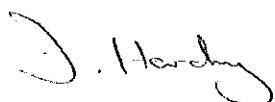
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
Registered in England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 26-Mar-24

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted General Funds 2023 £	Restricted Funds (Note 7) 2023 £	Endowment Funds (Note 6) 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income and endowments from:						
Donations		35,994	-	-	35,994	40,834
Trading activities		40,085	3,562	-	43,647	32,292
Investments		1,762	-	1,861	3,623	(978)
Other receipts		8,354	-	-	8,354	9,352
Total received	2	86,195	3,562	1,861	91,618	81,500
Expenditure on:						
Charitable activities		72,411	-	-	72,411	75,030
Other payments		6,522	7,232	-	13,754	9,020
Total paid	3	78,933	7,232	-	86,165	84,050
Reconciliation of funds:						
Net income		7,262	(3,670)	1,861	5,453	(2,550)
Funds at 1 January		43,544	22,644	20,419	86,607	89,157
Funds at 31 December		50,806	18,974	22,280	92,060	86,607

Statement of Assets and Liabilities

	Unrestricted General Funds 2023 £	Restricted Funds (Note 7) 2023 £	Endowment Funds (Note 6) 2023 £	Total Funds 2023 £	Total Funds 2022 £
Assets:					
Bank current account	28,883	-	-	28,883	26,559
CBF deposit fund	21,923	18,974	-	40,897	39,629
Bank and deposit accounts	50,806	18,974	-	69,780	66,188
CBF Investment fund shares	-	-	22,280	22,280	20,419
Investment assets at market value	-	-	22,280	22,280	20,419
Net Assets:	50,806	18,974	22,280	92,060	86,607

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2023 £	2022 £
Accruals	1,479	1,285
Other creditors	5,132	2,314
	6,611	3,599

This Financial Report for the year ended 31 December 2023, including the notes following, was approved by the PCC and signed on its behalf by Revd Christine Spencer, Rector.

Revd Christine Spencer

Date: 16th March 2024

Notes to the Annual Financial Report

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

	Unrestricted General Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Planned giving (excl. gift aid)	22,851	-	-	22,851	25,867
Planned giving (no gift aid)	2,648	-	-	2,648	3,105
Loose cash collections	4,662	-	-	4,662	5,905
Special appeals	-	-	-	-	-
Grants	-	-	-	-	-
Gift aid recovered	5,833	-	-	5,833	5,957
Donations	35,994	-	-	35,994	40,834
Rental income	40,085	-	-	40,085	29,792
Fundraising events	-	3,562	-	3,562	2,500
Trading activities	40,085	3,562	-	43,647	32,292
Bank and CBF deposit interest	1,762	-	-	1,762	839
CBF investment fund income	-	-	1,861	1,861	(1,817)
Investments	1,762	-	1,861	3,623	(978)
Fees for weddings and funerals*	8,058	-	-	8,058	8,718
Government grants	-	-	-	-	-
Other receipts	296	-	-	296	634
Other receipts	8,354	-	-	8,354	9,352
Total received	86,195	3,562	1,861	91,618	81,500

*Receipts for Fees for weddings and funerals includes amounts collected on behalf of the Diocese that are then included in the Weddings and funeral cost payments in note 3.

Notes to the Annual Financial Report

3. Analysis of total paid

	Unrestricted General Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Charitable donations	1,375	-	-	1,375	1,903
Parish share to Chichester Diocese	19,250	-	-	19,250	21,589
Salaries and honoraria incl NI	25,204	-	-	25,204	24,191
Mission costs	993	-	-	993	1,001
Insurance	7,581	-	-	7,581	6,911
Water, gas, electric, and oil	9,535	-	-	9,535	7,447
Printing and photocopying	1,409	-	-	1,409	1,707
Other regular church costs	3,130	-	-	3,130	8,155
Wedding and funeral costs	2,674	-	-	2,674	980
Accounting and examiners fees	1,260	-	-	1,260	1,146
Charitable activities	72,411	-	-	72,411	75,030
Equipment	-	-	-	-	-
Maintenance & redecoration	4,102	6,833	-	10,935	50
Bank fees	415	-	-	415	462
Other payments	2,005	399	-	2,404	8,508
Other payments	6,522	7,232	-	13,754	9,020
	78,933	7,232	-	86,165	84,050

4. Charitable donations

Charitable donations in the year included donations to:

	2023 £	2022 £
Christians against poverty	1,375	1,500
Other	-	403
	1,375	1,903

Notes to the Annual Financial Report

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese (£19,250 (2022: £21,589)) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to c.£80,000 (2022: £76,967). The shortfall is kindly absorbed by the Diocese and not payable by the parish in future years. However should the Diocese end this support at any point in the future the parish would likely to have to reduce what it can offer to the community.

6. Trust

The CBF hold four trusts and one fund for the parish:

	2023	2022
	£	£
CBF Investment (Kinight/Loveband)	14,784	13,513
CBF Investment (Wood)	1,221	1,116
CBF Investment (Hope-Shepperton)	1,602	1,451
CBF Deposit (Chancel trust)	4,673	4,339
	<u>22,280</u>	<u>20,419</u>

The Chancel trust investment and desposit can only be used for the insurance and repairs to the chancel only.

There are two church yard trusts to be used in the maintenance of the churchyard and of the Knight, Loveband and Wood graves. Income only is paid to PCC account for the use of the aforementioned purposes.

The Hope-Shepperton Trust consists of endowment capital, held as CBF investment shares and is shown at current market value. The income is for the purpose of keeping the Lady Chapel in good repair upon the condition that the gravestone of late husband is also kept in good repair. Income and capital can be used but the original bequest of £270 must remain intact with the terms of the bequest.

7. Restricted funds

Restricted funds at the year end:

	2023	2022
	£	£
Fabric fund*	17,672	20,943
Music fund	370	510
Chancel trust	250	250
Heating fund	682	941
	<u>18,974</u>	<u>22,644</u>

The restricted funds are for the following purposes:

Fabric fund: for the general maintenance of the St Margarets church.

**Included within the fabric fund is £2,500 available for gas bills to assist with keeping the prevention of damage to the church from cold weather.*

Music fund: for expenses which benefit the music of St Margaret's Church.

Chancel trust: for the insurance of and repairs to the chancel.

Heating fund: to fund a new boiler as the existing one failed beyond repair in 2018 (the replacement has been made with any balance above being a residual fund).

Notes to the Annual Financial Report

8. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preparation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

9. Payments to PCC employees

	2023	2022
	£	£
Gross pay	25,068	23,952
Pension costs	135	424
Timing difference (see below)	1	(185)
Salaries and honaria per note 3	25,204	24,191

The above gross pay and national insurance charge are per the payroll records, however these accounts are on a cash basis, so there is an immaterial timing difference with payments. No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.

10. Related party transactions

During the year a trustee has been paid £8,011 (2022: £7,313) for other services. These payments are reflected in the I&E within *Salaries and honaria*. This trustee joined the board on 27 April 2022. Prior to this date the salary payments were still a related party transaction as the Trustee was a spouse of another Trustee.

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts. During the year there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

There were no other related party payments or receipts during the year.

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of Ifield**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2022**

Registered charity no. 1132318



Contents

Officers and professional advisers	1
Trustee annual report	2
Independent examiners report	8
Receipts and Payments Summary of Financial Activities	9
Statement of Assets and Liabilities	10
Notes to the Annual Financial Report	11

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent and Rector:

Revd. Christine Spencer (Chair)

Curate:

Revd. Jamie Gater* (until 27 April 2022)

Revd. Lizzi Green (from 1 January 2022 to 31 December 2022)

~~Reader:~~

Wardens:

Jillian Bell

Rob Pudney (Vice Chair) (until 27 April 2022)

Andy Ironside (Vice Chair (from 27 April 2022)

John Christopher Bell

Secretary:

Clare Wilson*

Safeguarding officer:

Andrew Cottee* (until 27 April 2022)

Amy Wilson* (from 27 April 2022)

Treasurer

James May*

Elected members:

Andy Ironside (until 27 April 2022)

Anthony Eden (until 31 January 2023)

Carl Peirce

Clare Wilson (until 27 April 2022)

Ellis Barton (from 27 April 2022)

Ian Edgson (until 27 April 2022)

Kevin Lawlor (from 27 April 2022)

Lindsey Plunkett (from 27 April 2022)

Mark Haymes (until 27 April 2022)

Martin Hull

Mary Pedlow

Naomi Gater (from 27 April 2022)

Robert Pudney (from 27 April 2022)

Sarah Ward (from 27 April 2022)

Sue Gilbert (until 27 April 2022)

Trevor Strutt

Veryan Nicholls (from 27 April 2022)

Deanery Synod:

John Christopher Bell (Lay Chair)

Robert Pudney

Ines Manning*

Susan Maries*

Diocesan Synod:

John Christopher Bell

Robert Pudney

**Whilst an ex-officio role, these members did not become trustees.*

Registered office:

Ifield Parish Office, 1 Lychgate Cottage, Ifield Street, Ifield, Crawley, West Sussex, RH11 0NN

Independent Examiners:

Richard Place Dobson Services Limited, Crawley, West Sussex, RH10 1HT

Our aims and purposes

The Parish of Ifield consists of two main neighbourhoods on the west side of Crawley - Langley Green (once served by St Leonard's church, but now by St Margaret's) and Ifield/Ifield West (served by St Margaret's church).

Ifield PCC has the responsibility of co-operating with the Rector, the Revd Christine Spencer, and 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 and other support to those in need and to other organisations with similar objectives.
- To live out our mission statement 'Accept one another for the glory of God, as Christ has accepted you.' (Romans 15:7)

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

For 2022 we discussed and planned the following objectives and activities to fulfil our aims keeping in mind the necessity of maintaining Covid restrictions

- Enabling as many people as possible to worship at our church and making their experience of worship a welcoming and accessible one,
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers through courses at Lent, Advent and through house groups;
- Maintaining an overview of worship throughout the parish;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities.
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Helping people through important life events such as death and bereavement; marriage; baptism.
- Providing assistance to vulnerable groups and individuals within the parish;
- Giving grants to various charities and missionary organisations;
- Reaching out to the unchurched through the provision of a variety of outreach events;
- Maintaining the fabric of our church buildings as a historic centre and focus of life for the various communities we serve.

What we achieved and how we affected our beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. St Margaret's church is left open and unlocked between 8:30am until early afternoon daily (due to a spate of vandalism) and is used by visitors for both tourism and for peace and quiet at a difficult time - as the many entries in our Visitors' Book testify to. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our churches. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There were 139 parishioners on the parish electoral roll at the start of the year. 5 names have been removed during the year and 4 names added, which gives a total of 138. Currently 30 are not resident within the parish. We also have a church Facebook page which at the APCM in 2022 we have c.500 members.

The wide range of services offered at St Margaret's, from the informal FIISH (non-Eucharistic worship), All-age worship to the more traditional sung Eucharistic services, continues to engage and grow a wide range of individuals.

Provision of the church buildings for people to enjoy

We held 19 baptisms, 18 funerals (11 in the church or at graveside and 7 in the Crematorium), 6 weddings, and 6 internment of ashes took place in the churchyard. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

During 2022 we have continued to explore ways in which our congregation and church building can be used for events that are of value to our local community, in addition to church services. This has continued to prove difficult and unfortunately some planned events have not happened this year.

It was possible to hold a Carol Service outside round the Christmas tree and a total of c.32 people attended including both adults and children. Additionally, an outside Crib Service was held on Christmas Eve, which was attended by many non-regular church goers as well as members of the congregation. A total of c.152 people both adults and children attended this service, the service was much appreciated by the local community.

St Leonard's church, Langley Green continues to be rented out to a French speaking evangelical church; The Voice of Deliverance (120 attendees). The adjacent large hall is being rented to a Tamil Muslim group and is used as a Mosque (300) attendees.

The Parish owns Lychgate Cottage, a property adjacent to St. Margaret's church. The ground floor is used for the Parish Office and first point of contact with those planning weddings, baptism etc. It has been used for Bible study groups and various other meetings and events. The second floor is rented out residentially.

We continue to explore ways of enhancing our buildings to make them of more practical use to the wider community. The old choir vestry has been refurbished to become the Children's room for use both during Sunday worship for Sunday school, but also for all of our church youth groups to use - with 19 children (from 13 families) attending the junior meeting (JYC), 14 children from 14 families attending the next youth group (AYC) and 8 teenagers from 8 families attending the older meeting (BYC); many of the older children became junior leaders at the Summer club. Summer/holiday club attracted 61 children from 42 families some of whom were regular church goers, but many were from the wider community. Work has also been carried out to upgrade the toilet facilities nearby with the

addition of baby changing facilities. Worship during this year has been live in person in the church. This included being able to hold an All-Souls service where those who had had funerals during the previous year were invited to come to church and participate in a service which remembered those they had lost. A celebration of marriage service was held to which all the couples from the previous three years whose weddings had been celebrated at St Margaret's were invited to return.

Provision of pastoral care for people living in the parish

The Pastoral Care Team is currently being reviewed but contact has been maintained for those unable to come to church through telephone calls, emails and the delivery of weekly news sheets. The monthly communion service held in a local care home has not yet been restarted but a monthly non-Eucharistic service has been developed for use at a local care home although couldn't be started before Christmas due to a small outbreak of Covid in the home. This will be started as soon as it is possible to do so and it is hoped to commence this in all care homes in the parish with support from the congregation. The provision of communion at home has been undertaken by the Rector and the reader.

Provision of tangible support to the poor and needy

The parish continues to support our local homeless hostel, Open House, through financial donations, collection of required items (food, clothing and toiletries) and the cooking of hot meals twice a month by a catering team (although the cooking has had to stop due to the pandemic). The parish also supports the local Foodbank (the Easter Team) providing fortnightly collections for this. This has continued and grown during this year with collections of foodstuffs now being much larger than previously. The parish has also held a stall at our three local shopping parades on a Saturday four times during the year asking people to contribute to the foodbank - this resulted in three car loads of foodstuffs each time being delivered to the Easter Team. Permission was sought from the local authorities for this and the local PCSO's were invited to be present too. The parish is also forming closer links with the LoveYourNeighbour scheme in the centre of Crawley.

We also support the work of Christians Against Poverty in Crawley with a monthly financial contribution of £125 and the work of two volunteers in their debt counselling work.

We have continued to support our CMS mission link partners in Peter and Patricia Wyard who are deployed to the Democratic Republic of the Congo - Peter to work in theological education and Patricia in palliative care. We receive regular updates from them, and support them through our prayers. Fundraising has not been possible for this year.

At Christmas we held a 'Toy Service Plus' with the donation of a significant quantity of toys and toiletries given to the charity Chichester Diocese Family Support Work. We support their practitioner in Crawley, helping vulnerable families, with parish representatives on the local support Group and through fundraising.

Proceeds from Christmas collections were shared equally between the work of Open House and Family Support Work. We have also supported other national charities such as Christian Aid, and the Children's Society through a Christingle Service.

Provision of support to the young

Ifield Parish continue to support the young of the parish in a wide variety of ways. Sunday School has run with activities on 3 Sundays in the month when it is required; the church youth groups have been divided to allow for different needs and currently there are approx. 19 children (from 13 families) attending the junior meeting (JYC), 14 children from 14 families attending the next youth group (AYC) and 8 teenagers from 8 families attending the older meeting (BYC); many of the older children became junior leaders at the Summer club. Summer/holiday club attracted 61 children from 42 families. Schools visits for assemblies are undertaken by the Rector weekly to the church school and there has been several visits to the church by the children for Easter, harvest and end of term although sadly Christmas visits had to be cancelled due to the cold weather. Another school in the parish (not a church school) wanted to visit 6 times over Christmas but due to staff sickness and the weather they were unable to do so but have booked for next year already.

A new All-age/family service was introduced monthly and this has 18 children regularly attend from 10 families, some of whom were not previously regular church goers.

During the year a weekly termtime parent/carer and toddler group was started providing a safe and nurturing space for carers and children to come to play and chat. This has grown with 48 children having attended from 42 families the majority of which are not regular church members or who have any connection with 'church'.

We continued to employ a Children's and Youth Officer to be a focus of leading growth in our children's and youth work, which has seen engagement in services and other events.

St Margaret's continues to ensure that all young people and vulnerable adults in our care are adequately safeguarded by rigorous compliance to all diocesan and national church safeguarding policies. We comply to the recently introduced Simple Quality Protects standard (and have achieved Level 1 status) and ensure that all those working with young people and vulnerable adults are trained to the appropriate C0, C1, C2 and C3 levels introduced by the Church of England.

Teaching and nurturing the Christian faith

For most of the year there have been four small study groups across the parish (circa 40 attendees).

Financial Review

Incoming resources

Total receipts during the year decreased once again. This is a result of a mix of factors including reduced giving, no grant income for our youth work, no grant income from the Corona Virus Job Retention Scheme, lower quantities of weddings and funerals, and a poor performance of our investments (which reflects the market conditions for 2022). This was slightly offset by recovering rentals as Covid-19 restrictions eased, but our finances continue to suffer due to the economic circumstances.

We expect income in 2023 to be slightly higher than in 2022 as we look to increase rental income back closer to pre pandemic levels.

Outgoing resources

The Receipts and Payments Summary of Financial Activities shows a decrease in expenditure driven mainly by reduced wedding and funeral fees, which is consistent with a lower quantity of events noted above. However at the year-end we still owed c.£2,000 in wedding and funeral fees and these were paid out in January 2023. The notes show a significant increase in utility costs and we sadly expect this trend to continue due to a lack of government support in 2023.

Future income and expenditure

The main objective for the parish in the coming years is to increase receipts in order to cover expenditure which includes a parish share of c.£77k if paid in full. However we are some way off of this goal and so 2023 will require us to carefully monitor our finances and ensure we focus on delivering our core objectives.

Why we hold some money in reserve

It is the PCC's policy:

- That due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2022 was £44k (2021: £46k) which achieved this.
- To invest temporarily surplus endowment funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed to pay day-to-day bills. At the end of 2022 £20k (2021: £22k) was invested this way.
- To invest legacies restricted as to their objects, with the Churches, Charities and Local Authorities financial provider, CCLA, until such time that suitable projects or beneficiaries are identified by the PCC, and payments to them can be made.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC approved a Risk Policy in November 2020. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible.

There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately. A Safeguarding report is presented at every PCC meeting; an annual Safeguarding review was carried out in May 2021; The Church of England's newly printed Parish Safeguarding Handbook - Promoting a Safer Church and Pocket Guide has been issued to all key members; and the PCC has complied with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

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 members set out on page 1 served as members of the Parochial Church Council. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Not all elected members served for the whole calendar year. All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible and are hopeful of encouraging a wider age range of PCC members going forward.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Revd Christine Spencer, Rector on *3rd April 2023*

Revd Christine Spencer

Independent examiner's report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Ifield

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 1 to 14.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
Registered in England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 04/04/2023

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted General Funds 2022 £	Restricted Funds (Note 7) 2022 £	Endowment Funds (Note 6) 2022 £	Total Funds 2022 £	Total Funds 2021 £
Income and endowments from:						
Donations		40,834	-	-	40,834	49,343
Trading activities		29,792	2,500	-	32,292	22,920
Investments		839	-	(1,817)	(978)	2,936
Other receipts		9,352	-	-	9,352	20,020
Total received	2	80,817	2,500	(1,817)	81,500	95,219
Expenditure on:						
Charitable activities		75,030	-	-	75,030	82,896
Other payments		8,278	742	-	9,020	7,321
Total paid	3	83,308	742	-	84,050	90,218
Reconciliation of funds:						
Net income		(2,491)	1,758	(1,817)	(2,550)	5,001
Funds at 1 January		46,035	20,886	22,236	89,157	84,156
Funds at 31 December		43,544	22,644	20,419	86,607	89,157

Statement of Assets and Liabilities

	Unrestricted General Funds 2022 £	Restricted Funds (Note 7) 2022 £	Endowment Funds (Note 6) 2022 £	Total Funds 2022 £	Total Funds 2021 £
Assets:					
Bank current account	26,559	-	-	26,559	27,809
CBF deposit fund	16,985	22,644	-	39,629	39,113
Bank and deposit accounts	43,544	22,644	-	66,188	66,922
CBF Investment fund shares	-	-	20,419	20,419	22,236
Investment assets at market value	-	-	20,419	20,419	22,236
Net Assets:	43,544	22,644	20,419	86,607	89,158

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2022 £	2021 £
Accruals	1,285	1,236
Other creditors	2,314	200
	3,599	1,436

Other assets:

At 31 December 2021 the Parish had payments on account with the Diocese totalling £2,714. This payment was included in Wedding and funeral costs for 2021 but it was not an expense in 2021, it has reduced our payments in 2022. At 31 December 2022 the Parish owes the Diocese £2,014 in respect of wedding and funeral fees and this liability is included in the Other creditors figure above however is not included in the payments figure in note 3.

This Financial Report for the year ended 31 December 2022, including the notes following, was approved by the PCC and signed on its behalf by Revd Christine Spencer, Rector.

Revd Christine Spencer

Date: *3rd April 2023*

Notes to the Annual Financial Report

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

	Unrestricted General Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Planned giving (excl. tax refunds)	25,867	-	-	25,867	29,642
Planned giving (no tax refunds)	3,105	-	-	3,105	3,301
Loose cash collections	5,905	-	-	5,905	4,660
Special appeals	-	-	-	-	-
Grants	-	-	-	-	4,000
Gift aid recovered	5,957	-	-	5,957	7,740
Donations	40,834	-	-	40,834	49,343
Rental income	29,792	-	-	29,792	22,920
Fundraising events	-	2,500	-	2,500	-
Trading activities	29,792	2,500	-	32,292	22,920
Bank and CBF deposit interest	839	-	-	839	442
CBF investment fund income	-	-	(1,817)	(1,817)	2,494
Investments	839	-	(1,817)	(978)	2,936
Fees for weddings and funerals*	8,718	-	-	8,718	15,056
Government grants	-	-	-	-	3,484
Other receipts	634	-	-	634	1,480
Other receipts	9,352	-	-	9,352	20,020
Total received	80,817	2,500	(1,817)	81,500	95,218

*Receipts for Fees for weddings and funerals includes amounts collected on behalf of the Diocese that are then included in the Weddings and funeral cost payments in note 3.

Notes to the Annual Financial Report

3. Analysis of total paid

	Unrestricted General Funds 2022 £	Restricted Funds 2022 £	Endowment Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Charitable donations	1,903	-	-	1,903	2,509
Parish share to Chichester Diocese	21,589	-	-	21,589	21,000
Salaries and honoraria incl NI	24,191	-	-	24,191	24,025
Clergy and other people's expenses	-	-	-	-	689
Mission costs	1,001	-	-	1,001	751
Insurance	6,911	-	-	6,911	6,589
Water, gas, electric, and oil	7,447	-	-	7,447	2,156
Printing and photocopying	1,707	-	-	1,707	1,030
Other regular church costs	8,155	-	-	8,155	7,819
Wedding and funeral costs	980	-	-	980	15,206
Accounting and examiners fees	1,146	-	-	1,146	1,122
Charitable activities	75,030	-	-	75,030	82,896
Equipment	-	-	-	-	-
Maintenance & redecoration	-	50	-	50	24
Bank fees	462	-	-	462	224
Other payments	7,816	692	-	8,508	7,073
Other payments	8,278	742	-	9,020	7,321
	83,308	742	-	84,050	90,218

4. Charitable donations

Charitable donations in the year included donations to:

	2022 £	2021 £
Christians against poverty	1,500	1,500
Other	403	1,009
	1,903	2,509

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese (£21,589 (2021: £21,000)) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to £76,967 (2021: £74,300). The shortfall is kindly absorbed by the Diocese and not payable by the parish in future years. However should the Diocese end this support at any point in the future the parish would likely to have to reduce what it can offer to the community.

6. Trust

The CBF hold four trusts and one fund for the parish:

	2022	2021
	£	£
CBF Investment (Kinight/Loveband)	13,513	15,315
CBF Investment (Wood)	1,116	1,264
CBF Investment (Hope-Shepperton)	1,451	1,566
CBF Deposit (Chancel trust)	4,339	4,091
	20,419	22,236

The Chancel trust investment and desposit can only be used for the insurance and repairs to the chancel only.

There are two church yard trusts to be used in the maintenance of the churchyard and of the Knight, Loveband and Wood graves. Income only is paid to PCC account for the use of the aforementioned purposes.

The Hope-Shepperton Trust consists of endowment capital, held as CBF investment shares and is shown at current market value. The income is for the purpose of keeping the Lady Chapel in good repair upon the condition that the gravestone of late husband is also kept in good repair. Income and capital can be used but the original bequest of £270 must remain intact with the terms of the bequest.

7. Restricted funds

Restricted funds at the year end:

	2022	2021
	£	£
Fabric fund	20,943	18,493
Music fund	510	1,202
Chancel trust	250	250
Heating fund	941	941
	22,644	20,886

The restricted funds are for the following purposes:

Fabric fund: for the general maintenance of the St Margarets church.

Music fund: for expenses which benefit the music of St Margaret's Church.

Chancel trust: for the insurance of and repairs to the chancel.

Heating fund: to fund a new boiler as the existing one failed beyond repair in 2018 (the replacement has been made with any balance above being a residual fund).

Notes to the Annual Financial Report

8. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preparation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

9. Payments to PCC employees

	2022	2021
	£	£
Gross pay	23,952	23,541
Employers national insurance	-	-
Pension costs	424	127
Honaria payments	-	360
Timing difference (see below)	(185)	(3)
Salaries and honaria per note 3	24,191	24,025

The above gross pay and national insurance charge are per the payroll records, however these accounts are on a cash basis, so there is an immaterial timing difference with payments. No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.

10. Related party transactions

During the year a trustee has been paid £7,313 (2021: £7,020) for other services. These payments are reflected in the I&E within *Salaries and honaria*. This trustee joined the board on 27 April 2022. Prior to this date the salary payments were still a related party transaction as the Trustee was a spouse of another Trustee.

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts. During the year there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of Ifield**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2021**

Registered charity no. 1132318



Contents

Officers and professional advisers	1
Trustee annual report	2
Independent examiners report	8
Receipts and Payments Summary of Financial Activities	9
Statement of Assets and Liabilities	10
Notes to the Annual Financial Report	11

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent and Rector:	Revd. Christine Spencer (Chair)
Curate:	Revd. Jamie Gater*
Reader:	Mrs Jillian Bell
Wardens:	Mr Rob Pudney (Vice Chair) Mr Chris Bell
Secretary:	Mrs Clare Wilson
Safeguarding officer:	Mr Andrew Cottey*
Treasurer	Mr James May*

Elected members:

Andy Ironside
Ann Rice (until 28 April 2021)
Anthony Eden (from 28 April 2021)
Carl Peirce
Clare Wilson
Ian Edgson
Mark Haymes
Martin Hull (co-opted in November 2020, became a trustee from 28 April 2021)
Mary Pedlow
Paula Holt (until 28 April 2021)
Patricia Upham-Hill (from 28 April 2021 until 29 September 2021)
Ron Binmore (until 6 October 2021)**
Sue Gilbert
Trevor Strutt

Deanery Synod:

John Christopher Bell (Lay Chair)
Robert Pudney
Ines Manning*
Susan Maries*

Diocesan Synod:

John Christopher Bell
Robert Pudney

**Whilst an ex-officio role, these members did not become trustees.*

***It is with great sadness that we had to say goodbye and thank you to our dear friend Ron Binmore who sadly passed away on this date.*

Registered office:

Ifield Parish Office, 1 Lychgate Cottage, Ifield Street, Ifield, Crawley, West Sussex, RH11 0NN

Independent Examiners:

Richard Place Dobson Services Limited, Crawley, West Sussex, RH10 1HT

Our aims and purposes

The Parish of Ifield consists of two main neighbourhoods on the west side of Crawley - Langley Green (once served by St Leonard's church, but now by St Margaret's) and Ifield/Ifield West (served by St Margaret's church).

Ifield PCC has the responsibility of co-operating with the Rector, the Revd Christine Spencer, and 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 and other support to those in need and to other organisations with similar objectives.
- To live out our mission statement 'Accept one another for the glory of God, as Christ has accepted you.' (Romans 15:7)

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

For 2021 we discussed and planned the following objectives and activities to fulfil our aims keeping in mind the necessity of maintaining Covid restrictions

- Enabling as many people as possible to worship at our church or via Zoom or recorded services and making their experience of worship a welcoming and accessible one,
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers when possible during the lockdown;
- Maintaining an overview of worship throughout the parish;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities.
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Helping people through important life events such as death and bereavement; marriage; baptism.
- Providing assistance to vulnerable groups and individuals within the parish;
- Giving grants to various charities and missionary organisations;
- Reaching out to the unchurched through the provision of a variety of outreach events;
- Maintaining the fabric of our church buildings as a historic centre and focus of life for the various communities we serve.

What we achieved and how we affected our beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. St Margaret's church is left open and unlocked between 8:30am until early evening daily and is used by visitors for both tourism and for peace and quiet at a difficult time - as the many entries in our Visitors' Book testify to. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our churches. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There were 135 parishioners on the parish electoral roll at the start of the year. 2 names have been removed during the year and 6 names added, which gives a total of 139. Currently 30 are not resident within the parish. We also have a church Facebook page which at date of signing this report we have c450 members.

The wide range of services offered at St Margaret's, from the informal FIISH (non-Eucharistic worship) 1st Sunday of the Word, All-age worship to the more traditional sung Eucharistic services, continues to engage and grow a wide range of individuals.

Worship during this year has continued to be affected by the Covid 19 pandemic and there has been occasions when the church has been based in homes via Zoom rather than in the church building itself. However, members of the congregation have learnt to use and participate with Zoom and services have been recorded and made available on the website which has attracted other members of the community.

Provision of the church buildings for people to enjoy

We held 16 baptisms, 23 funerals (12 in the church or at graveside and 11 in the Crematorium), 10 weddings and 1 renewal of wedding vows during the year. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

During 2021 we have continued to explore ways in which our congregation and church building can be used for events that are of value to our local community, in addition to church services. This has continued to prove difficult due to the pandemic and unfortunately some planned events have not happened this year.

It was possible to hold a Carol Service outside round the Christmas tree and a total of c.60 people attended including both adults and children. Additionally, an outside Crib Service was held on Christmas Eve, which was attended by many non-regular church goers as well as members of the congregation and by a donkey from the local horse rescue charity. A total of c.150 people both adults and children attended this service, the service was much appreciated by the local community.

St Leonard's church, Langley Green continues to be rented out to a French speaking evangelical church; The Voice of Deliverance (120 attendees). The adjacent large hall is being rented to a Tamil Muslim group and is used as a Mosque (300) attendees.

The Parish owns Lychgate Cottage, a property adjacent to St. Margaret's church. The ground floor is used for the Parish Office and first point of contact with those planning weddings, baptism etc. It has been used for Bible study groups and various other meetings and events. The second floor is rented out residentially.

We continue to explore ways of enhancing our buildings to make them of more practical use to the wider community. The old choir vestry has been refurbished to become the Children's room for use both during Sunday worship for Sunday school, but also for both of our church youth groups to use - Junior Youth Club (JYC) - 17 families and approx. 20 children, and Beyond Youth Club (BYC) 11 families and children. It was well used for activities during the Summer club which attracted 55 children from 42 families some of whom were regular church goers but many were from the wider community. Work has also been carried out to upgrade the toilet facilities nearby with the addition of baby changing facilities. Worship during this year has been a mix of online either recorded or via Zoom or live in person in the church. This included being able to hold an All Souls service where those who had had funerals during the previous year were invited to come to church and participate in a service which remembered those they had lost.

Provision of pastoral care for people living in the parish

The Pastoral Care and Healing Team, chaired by Mrs Kathy Jones, is responsible for home and hospital visits to those who are too frail to attend church. The pandemic has meant that visits have not been able to happen during this year, but contact has been made through telephone calls, emails and the delivery of weekly news sheets. Unfortunately the monthly communion services held in a local care home and the provision of communion at home have also been affected by the pandemic, although the latter has been undertaken by the Rector and the reader.

Provision of tangible support to the poor and needy

The parish continues to support our local homeless hostel, Open House, through financial donations, collection of required items (food, clothing and toiletries) and the cooking of hot meals twice a month by a catering team (although the cooking has had to stop due to the pandemic). The parish also supports the local Foodbank (the Easter Team) providing fortnightly collections for this. This has continued and grown during this year with collections of foodstuffs now being much larger than previously. The parish has also held a stall at our three local shopping parades on a Saturday in November asking people to contribute to the foodbank - this resulted in three car loads of foodstuffs being delivered to the Easter Team in time for Christmas. Permission was sought from the local authorities for this and the local PCSO's were invited to be present too. Permission is to be sought for this to become a more regular event during next year. The parish is also forming closer links with the LoveYourNeighbour scheme in the centre of Crawley.

We also support the work of Christians Against Poverty in Crawley with a monthly financial contribution of £125 and the work of two volunteers in their debt counselling work.

We have continued to support our CMS mission link partners in Peter and Patricia Wyard who are deployed to the Democratic Republic of the Congo - Peter to work in theological education and Patricia in palliative care. We receive regular updates from them, and support them through our prayers. Fundraising has not been possible this year but will begin again when the pandemic is over.

At Christmas we held a 'Toy Service Plus' with the donation of a significant quantity of toys and toiletries given to the charity Chichester Diocese Family Support Work. We support their practitioner in Crawley, helping vulnerable families, with parish representatives on the local support Group and through fundraising. We also make an annual donation of £500.

Proceeds from Christmas collections were shared equally between the work of Open House and Family Support Work. We have also supported other national charities such as Christian Aid, and the Children's Society through a Christingle Service.

Provision of support to the young

Ifield Parish continue to support the young of the parish in a wide variety of ways. Sunday School has run with activities on 3 Sundays in the month; the church youth groups have recommenced meeting in person fortnightly and there are now approx. 20 children attending the junior meeting (JYC) and 17 attending the older meeting (BYC); many of the older children became junior leaders at the Summer club; there were parish attenders at the Diocesan online May Camp; schools visits for assemblies have been recommenced by the rector weekly and there has been one visit to the church by the children for harvest although sadly Christmas visits had to be cancelled due to rising cases of Covid infections.

We continued to employ a Children's and Youth Officer to be a focus of leading growth in our children's and youth work, which has seen engagement in services and other events.

St Margaret's continues to ensure that all young people and vulnerable adults in our care are adequately safeguarded by rigorous compliance to all diocesan and national church safeguarding policies. We comply to the recently introduced Simple Quality Protects standard (and have achieved Level 1 status) and ensure that all those working with young people and vulnerable adults are trained to the appropriate C0, C1, C2 and C3 levels introduced by the Church of England.

Teaching and nurturing the Christian faith

For most of the year there have been four small study groups across the parish (circa 40 attendees).

Financial Review

Incoming resources

Total receipts during the year decreased slightly reflecting a significant drop in rental income offset somewhat by an increase in wedding and funeral fees. The decrease in rental income is due to Covid-19 (2020 saw 3 months of normal rent prior to reductions when the pandemic started). Our income is significantly down on 2019 and our finances continue to suffer due to the following restrictions on our activities at some points during 2021:

- The church had to close for a period restricting cash collections- both regular giving and ad hoc;
- Baptisms, weddings, funerals were suspended then had their attendance cut, depressing bookings and footfall within the church;
- Fundraising activities (such as the May Fayre) could not take place due to social distancing restrictions;
- The associated economic downturn lead to lower available funding generally; and
- Rental income dropped due to lower demand for the premises following social limits on meetings.

We expect income in 2022 to be slightly higher than in 2021 as we look to increase rental income back closer to pre pandemic levels (although a full recovery will not occur in 2022).

Outgoing resources

The Receipts and Payments Summary of Financial Activities shows a decrease in expenditure and this is a reaction to the decreased receipts noted above- in particular cutting our giving to the Diocese which is extremely regrettable, even if it is required. Expenditure in 2021 is expected to be higher as a result of new curate costs as well as planned expenditure on an aging Lychgate Cottage.

Future income and expenditure

The main objective for the parish in the coming years is to increase receipts in order to cover expenditure which includes a parish share of c.£74k if paid in full. We hope that the relaxation of Covid-19 restrictions will enable us to carry out fund raising activities from 2022 and increase the attendance at our wide range of services.

2022 will see the parish continue to consider the next steps for the Cottage that it currently receives rental income for. The cottage requires investment and so future years will reflect the path we decide to pursue. As noted in the 2020 financial statements, the church has plans for an extension to the church building which will house a new church hall, however given the current financial implications of Covid as well as dilapidations within both Lychgate Cottage and the church itself, we are not actively working on the extension.

Why we hold some money in reserve

It is the PCC's policy:

- That due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2021 was £46k (2020: £44k) which achieved this.
- To invest temporarily surplus endowment funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed to pay day-to-day bills. At the end of 2021 £22k (2020: £20k) was invested this way.
- To invest legacies restricted as to their objects, with the Churches, Charities and Local Authorities financial provider, CCLA, until such time that suitable projects or beneficiaries are identified by the PCC, and payments to them can be made.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC approved a Risk Policy in November 2020. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible.

There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately. A Safeguarding report is presented at every PCC meeting; an annual Safeguarding review was carried out in May 2021; The Church of England's newly printed Parish Safeguarding Handbook - Promoting a Safer Church and Pocket Guide has been issued to all key members; and the PCC has complied with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

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 members set out on page 1 served as members of the Parochial Church Council.

Trustees Annual Report for 2021

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the Incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Not all elected members served for the whole calendar year. All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible and are hopeful of encouraging a wider age range of PCC members going forward.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Revd Christine Spencer, Rector on



31st March 2022

Independent examiner's report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Ifield

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 1 to 14.

Responsibilities and basis of report

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

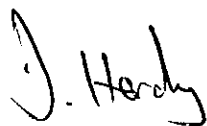
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
Registered in England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 20/4/22

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted General Funds 2021 £	Restricted Funds (Note 7) 2021 £	Endowment Funds (Note 6) 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income and endowments from:						
Donations		49,343	-	-	49,343	53,773
Trading activities		22,920	-	-	22,920	27,703
Investments		442	-	2,494	2,936	1,822
Other receipts		20,020	-	-	20,020	13,193
Total received	2	92,725	-	2,494	95,219	96,491
Expenditure on:						
Charitable activities		82,896	-	-	82,896	86,295
Other payments		7,321	-	-	7,321	21,291
Total paid	3	90,218	-	-	90,218	107,586
Reconciliation of funds:						
Net income		2,507	-	2,494	5,001	(11,095)
Funds at 1 January		43,528	20,886	19,742	84,156	95,251
Funds at 31 December		46,035	20,886	22,236	89,157	84,156

Statement of Assets and Liabilities

	Unrestricted General Funds 2021 £	Restricted Funds (Note 7) 2021 £	Endowment Funds (Note 6) 2021 £	Total Funds 2021 £	Total Funds 2020 £
Assets:					
Bank current account	27,809	-	-	27,809	25,322
CBF deposit fund	18,227	20,886	-	39,113	39,092
Bank and deposit accounts	46,036	20,886	-	66,922	64,414
CBF Investment fund shares	-	-	22,236	22,236	19,742
Investment assets at market value	-	-	22,236	22,236	19,742
Net Assets:	46,036	20,886	22,236	89,158	84,156

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2021 £	2020 £
Accruals	1,236	2,033
Other creditors	200	6,242
	1,436	8,275

Other assets:

At the year end the Parish had payments on account with the Diocese totalling £2,714. This payment has been included in Wedding and funeral costs but is not an expense in 2021 (it will reduce our payments in 2022).

This Financial Report for the year ended 31 December 2021, including the notes following, was approved by the PCC and signed on its behalf by Revd Christine Spencer, Rector.

Christine Spencer

Date: *31st March 2022*

Notes to the Annual Financial Report

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

	Unrestricted General Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Planned giving (excl. tax refunds)	29,642	-	-	29,642	31,167
Planned giving (no tax refunds)	3,301	-	-	3,301	2,761
Loose cash collections	4,660	-	-	4,660	2,489
Special appeals	-	-	-	-	3,000
Grants	4,000	-	-	4,000	6,000
Gift aid recovered	7,740	-	-	7,740	8,356
Donations	49,343	-	-	49,343	53,773
Rental income	22,920	-	-	22,920	27,454
Fundraising events	-	-	-	-	249
Trading activities	22,920	-	-	22,920	27,703
Bank and CBF deposit interest	442	-	-	442	406
CBF investment fund income	-	-	2,494	2,494	1,416
Investments	442	-	2,494	2,936	1,822
Fees for weddings and funerals*	15,056	-	-	15,056	8,968
Government grants	3,484	-	-	3,484	3,494
Other receipts	1,480	-	-	1,480	731
Other receipts	20,020	-	-	20,020	13,193
Total received	92,724	-	2,494	95,218	96,491

*Receipts for Fees for weddings and funerals includes amounts collected on behalf of the Diocese that are then included in the Weddings and funeral cost payments in note 3.

Notes to the Annual Financial Report

3. Analysis of total paid

	Unrestricted General Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Charitable donations	2,509	-	-	2,509	2,260
Parish share to Chichester Diocese	21,000	-	-	21,000	37,159
Salaries and honoraria incl NI	24,025	-	-	24,025	23,397
Clergy and other people's expenses	689	-	-	689	314
Mission costs	751	-	-	751	738
Insurance	6,589	-	-	6,589	6,431
Water, gas, electric, and oil	2,156	-	-	2,156	7,945
Printing and photocopying	1,030	-	-	1,030	1,924
Other regular church costs	7,819	-	-	7,819	3,680
Wedding and funeral costs	15,206	-	-	15,206	1,336
Accounting and examiners fees	1,122	-	-	1,122	1,110
Charitable activities	82,896	-	-	82,896	86,295
Equipment	-	-	-	-	-
Maintenance & redecoration	24	-	-	24	14,385
Bank fees	224	-	-	224	240
Other payments	7,073	-	-	7,073	6,666
Other payments	7,321	-	-	7,321	21,291
	90,218	-	-	90,218	107,586

4. Charitable donations

Charitable donations in the year included donations to:

	2021	2020
	£	£
Christians against poverty	1,500	1,500
Other	1,009	760
	2,509	2,260

Notes to the Annual Financial Report

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese (£21,000 (2020: £37,159)) is for the payment of Clergy and other central costs. However the 2020 expense includes a payment made in January 2020 for £5,330 which related to 2019 which had been included within the accruals stated on the balance sheet at 31 December 2019 (but was an expense in 2020 due to the accounts being prepared on a cash basis). The full cost of the parish ministry amounts to £74,300 (2020: £74,035). The shortfall is kindly absorbed by the Diocese and not payable by the parish in future years. However should the Diocese end this support at any point in the future the parish would likely to have to reduce what it can offer to the community.

6. Trust

The CBF hold four trusts and one fund for the parish:

	2021	2020
	£	£
CBF Investment (Knight/Loveband)	15,315	13,399
CBF Investment (Wood)	1,264	1,106
CBF Investment (Hope-Shepperton)	1,566	1,333
CBF Deposit (Chancel trust)	4,091	3,904
	22,236	19,742

The Chancel trust investment and desposit can only be used for the insurance and repairs to the chancel only.

There are two church yard trusts to be used in the maintenance of the churchyard and of the Knight, Loveband and Wood graves. Income only is paid to PCC account for the use of the aforementioned purposes.

The Hope-Shepperton Trust consists of endowment capital, held as CBF investment shares and is shown at current market value. The income is for the purpose of keeping the Lady Chapel in good repair upon the condition that the gravestone of late husband is also kept in good repair. Income and capital can be used but the original bequest of £270 must remain intact with the terms of the bequest.

7. Restricted funds

Restricted funds at the year end:

	2021	2020
	£	£
Fabric fund	18,493	18,493
Music fund	1,202	1,202
Chancel trust	250	250
Heating fund	941	941
	20,886	20,886

The restricted funds are for the following purposes:

Fabric fund: for the general maintenance of the St Margarets church.

Music fund: for expenses which benefit the music of St Margaret's Church.

Chancel trust: for the insurance of and repairs to the chancel.

Heating fund: to fund a new boiler as the existing one failed beyond repair in 2018 (the replacement has been made with any balance above being a residual fund).

Notes to the Annual Financial Report

8. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preparation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

9. Payments to PCC employees

	2021	2020
	£	£
Gross pay	23,541	23,272
Employers national insurance	-	-
Pension costs	127	125
Honaria payments	360	-
Timing difference (see below)	(3)	-
Salaries and honaria per note 3	24,025	23,397

The above gross pay and national insurance charge are per the payroll records, however these accounts are on a cash basis, so there is an immaterial timing difference with payments. No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.

10. Related party transactions

During the year the spouse of a trustee has been paid £7,020 (2020: £7,020) for other services. These payments are reflected in the I&E within *Salaries and honaria*.

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts. During the year there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of Ifield**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2020**

Registered charity no. 1132318



Contents

Officers and professional advisers	1
Trustee annual report	3
Independent examiners report	8
Receipts and Payments Summary of Financial Activities	9
Statement of Assets and Liabilities	10
Notes to the Annual Financial Report	11

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent and Rector:	Revd. Christine Spencer (Chair) (from 12 October 2020)**
Curate:	Revd. Jamie Gater*
Reader:	Mrs Jillian Bell
Wardens:	Mr Rob Pudney (Vice Chair) Mr Chris Bell
Secretary:	Mrs Clare Wilson
Safeguarding officer:	Mr Andrew Cottey*

Elected members:

Andy Ironside (from 14 October 2020)
Ann Rice
Carl Peirce (from 14 October 2020)
Claire Budd (until 14 October 2020)
Clare Wilson
Ian Edgson
Karen Kelso (until 15 October 2020)
Kathy Jones (until 14 October 2020)
Mark Haymes
Martin Hull (from 26 November 2020)
Mary Pedlow (from 14 October 2020)
Paula Holt
Ron Binmore
Sue Gilbert
Susan Edgson (until 14 October 2020)
Trevor Strutt (from 14 October 2020)
Veryan Nicholls (until 14 October 2020)

Deanery Synod:

John Christopher Bell (Lay Chair)
Robert Pudney
Ines Manning*
Susan Maries (from 14 October 2020)*

Diocesan Synod:

John Christopher Bell
Robert Pudney

**Whilst an ex-officio role, these members did not become trustees.*

***The PCC had no Incumbent and Rector until this appointment.*

Treasurer:

Mr James May

Officers and professional advisers (continued)

Registered office:

Ifield Parish Office
1 Lychgate Cottage
Ifield Street
Ifield
Crawley
West Sussex
RH11 0NN

Independent Examiners:

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

Our aims and purposes

The Parish of Ifield consists of two main neighbourhoods on the west side of Crawley - Langley Green (once served by St Leonard's church, but now by St Margaret's) and Ifield/Ifield West (served by St Margaret's church).

Ifield PCC has the responsibility of co-operating with the Rector, the Revd Christine Spencer, and 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 and other support to those in need and to other organisations with similar objectives.
- To live out our mission statement 'Accept one another for the glory of God, as Christ has accepted you.' (Romans 15:7)

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. Please note the new Rector joined the parish in the middle of October 2020.

For 2020 we discussed and planned the following objectives and activities to fulfil our aims keeping in mind the necessity of maintaining Covid restrictions

- Enabling as many people as possible to worship at our church or via Zoom or recorded services and making their experience of worship a welcoming and accessible one,
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers when possible during the lockdown;
- Maintaining an overview of worship throughout the parish;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities.
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Helping people through important life events such as death and bereavement; marriage; baptism.
- Providing assistance to vulnerable groups and individuals within the parish;
- Giving grants to various charities and missionary organisations;
- Reaching out to the unchurched through the provision of a variety of outreach events;
- Maintaining the fabric of our church buildings as a historic centre and focus of life for the various communities we serve.

What we achieved and how we affected our beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. St Margaret's church is left open and unlocked between 8:30am - 6pm daily, and is used by visitors for both 'sightseeing' and for peace and quiet at a difficult time - as the many entries in our Visitors' Book testifies to. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our churches. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There were 129 parishioners on the parish electoral roll at the start of the year. 5 names have been removed during the year and 11 names added, which gives a total of 135. Currently 30 are not resident within the parish. We also have a church Facebook page which at the APCM in 2020 we have 354 members.

The wide range of services offered at St Margaret's, from the informal FIISH (non-Eucharistic worship) and ReFresh (using multi-media to explore a theme), 1st Sunday of the Word, to the more traditional sung Eucharistic services, continues to engage and grow a wide range of individuals.

Worship during this year has been affected by the Covid 19 pandemic and there has been occasions when the church has been based in homes via Zoom rather than in the church building itself. However, members of the congregation have learnt to use and participate with Zoom and services have been recorded and made available on the website which has attracted other members of the community.

Provision of the church buildings for people to enjoy

We held 3 baptisms, 18 funerals (9 in the church or at graveside and 9 in the Crematorium) and 2 weddings during the year. Our churches continue to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

During 2020 we have continued to explore ways in which our congregation and church building can be used for events that are of value to our local community, in addition to church services. This has not unsurprisingly proved difficult due to the pandemic and unfortunately many planned events have not happened this year.

It was possible to hold a Carol Service outside round the Christmas tree and a total of 70 people attended including both adults and children. Additionally, two outside Crib Services were held on Christmas Eve, and these were attended by many non-regular church goers as well as members of the congregation. A total of 250 people both adults and children attended these two services, the services were much appreciated by the local community.

St Leonard's church, Langley Green continues to be rented out to a French speaking evangelical church; The Voice of Deliverance (120 attendees). The adjacent large hall is being rented to a Tamil Muslim group and is used as a Mosque (300) attendees.

The Parish owns 'Lychgate Cottage', a property adjacent to St. Margaret's church. This is used for the Parish Office and first point of contact with those planning weddings, baptism etc. It is also used for a mother and toddlers groups (15 attendees), Vintage Tea Rooms, and various other meetings and events.

We continue to explore ways of enhancing our buildings to make them of more practical use to the wider community. The development of plans for a new church hall have continued throughout 2020 and planning permission was granted in September 2020. Currently due to the pandemic the plans are on hold. Worship during this year has primarily been online either recorded or via Zoom although there

have been some Sundays when it has been possible to be in church. This included being able to hold an All Souls service where those who had had funerals during the previous year were invited to come to church and participate in a service which remembered those they had lost.

Provision of pastoral care for people living in the parish

The Pastoral Care and Healing Team, chaired by Mrs Kathy Jones, is responsible for home and hospital visits to those who are too frail to attend church. The pandemic has meant that visits have not been able to happen during this year, but contact has been made through telephone calls, emails and the delivery of weekly news sheets. Unfortunately the monthly communion services held in a local care home and the provision of communion at home have also been affected by the pandemic.

Provision of tangible support to the poor and needy

The parish continues to support our local homeless hostel, Open House, through financial donations, collection of required items (food, clothing and toiletries) and the cooking of hot meals twice a month by a catering team (although the cooking has had to stop due to the pandemic). The parish also supports the local Foodbank (the Easter Team) providing fortnightly collections for this. This has continued and grown during the lockdown period with collections of foodstuffs now being much larger than previously. The parish is also forming closer links with the LoveYourNeighbour scheme in the centre of Crawley.

We also support the work of Christians Against Poverty in Crawley with a monthly financial contribution of £125 and the work of two volunteers in their debt counselling work.

We have continued to support our CMS mission link partners in Peter and Patricia Wyard who are deployed to the Democratic Republic of the Congo - Peter to work in theological education and Patricia in palliative care. We receive regular updates from them, and support them through our prayers. Fundraising has not been possible this year but will begin again when the pandemic is over.

At Christmas we held a 'Toy Service Plus' with the donation of a significant quantity of toys and toiletries given to the charity Chichester Diocese Family Support Work. We support their practitioner in Crawley, helping vulnerable families, with parish representatives on the local support Group and through fundraising.

Proceeds from Christmas collections were shared equally between the work of Open House and Family Support Work. We have also supported other national charities such as Christian Aid.

Provision of support to the young

Ifield Parish continue to support the young of the parish in a wide variety of ways. During the last year many of the children's activities have gone online. Sunday School has run with activities provided on line for families to do at home; there has been 1 youth group (10 attendees fortnightly) online; the older youth group has been put on hold until they can meet in person but contact has been regularly maintained with the young people and families; there were parish attenders at the Diocesan online May Camp; schools visits for assemblies have been stopped and there have been no visits to the church by the children but these will begin again once the lockdown is over and it is appropriate and safe to do so.

We continued to employ a Children's and Youth Officer to be a focus of leading growth in our children's and youth work, which has seen engagement in services and other events.

St Margaret's continues to ensure that all young people and vulnerable adults in our care are adequately safeguarded by rigorous compliance to all diocesan and national church safeguarding

policies. We comply to the newly introduced Simple Quality Protects standard (and have achieved Level status) and ensure that all those working with young people and vulnerable adults are trained to the appropriate C0, C1, C2 and C3 levels introduced by the Church of England.

Teaching and nurturing the Christian faith

For most of the year there have been four small study groups across the parish (circa 40 attendees).

Financial Review

Incoming resources

Total receipts during the year decreased across every heading (listed in note 2) except government grants which reflect furlough receipts. This is due to the outbreak of Covid-19 and the following restrictions on our activities:

- The church had to close for a period restricting cash collections- both regular giving and ad hoc;
- Baptisms, weddings, funerals were suspended then had their attendance cut, depressing bookings and footfall within the church;
- Fundraising activities (such as the May Fayre) could not take place due to social distancing restrictions;
- The associated economic downturn lead to lower available funding generally; and
- Rental income dropped due to lower demand for the premises following social limits on meetings.

We expect income in 2021 to be slightly lower than in 2020 as 2020 had three month of “usual” income but we do not anticipate a full recovery by the end of 2021.

Outgoing resources

The Receipts and Payments Summary of Financial Activities shows an decrease in expenditure and this is a reaction to the decreased receipts noted above. There were no exceptional items in 2020. Expenditure in 2021 is expected to be lower as a result of a reduced payment to the Diocese, reflecting our reduced income noted above.

Future income and expenditure

The main objective for the parish in the coming years is to increase receipts in order to cover expenditure. This expenditure is planned to rise from 2022 as we increase in our Parish share to Chichester Diocese to the levels recorded in 2019 (£59k from c.£21k in 2021). We hope that the relaxation of Covid-19 restrictions will enable us to carry out fund raising activities in 2022 and increase the attendance at our wide range of services.

2021 will see the parish start to consider the next steps for the Cottage that it currently receives rental income for. The cottage requires investment and so future years will reflect the path we decide to pursue. As noted in the 2019 financial statements, the church has plans for an extension to the church building which will house a new church hall. A fundraising committee has been set-up to raise the required capital in order to begin construction on the new church hall, although due to Covid-19 these plans are currently not a priority.

Why we hold some money in reserve

It is the PCC's policy:

- That due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2020 was £43,530 (2019: £55,272) which achieved this.
- To invest temporarily surplus endowment funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed to pay day-to-day bills. At the end of 2020 £19,742 (2019: £18,491) was invested this way.
- To invest legacies restricted as to their objects, with the Churches, Charities and Local Authorities financial provider, CCLA, until such time that suitable projects or beneficiaries are identified by the PCC, and payments to them can be made.

Furthermore the PCC has reviewed the future plans for the charity and expects to construct a church hall for the benefit of those using the church and the wider community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC approved a Risk Policy in November 2020. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible.

There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately. A Safeguarding report is presented at every PCC meeting; an annual Safeguarding review was carried out in February 2020; The Church of England's newly printed Parish Safeguarding Handbook - Promoting a Safer Church and Pocket Guide has been issued to all key members; and the PCC has complied with the duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

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 members set out on page 1 served as members of the Parochial Church Council. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Not all elected members served for the whole calendar year. All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible and are hopeful of encouraging a wider age range of PCC members going forward.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Revd Christine Spencer, Rector on 15th April 2021.



Independent examiner's report to the Trustees of The Parochial Church Council of the
Ecclesiastical Parish of Ifield

I report to the charity trustees on my examination of the accounts of the charity for the year ended
31 December 2020 which are set out on pages 1 to 14.

Responsibilities and basis of report

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

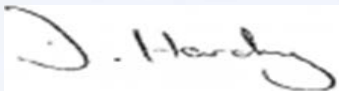
I report in respect of my examination of the charity's accounts carried out under section 145 of the
Act and in carrying out my examination I have followed all the applicable Directions given by the
Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited
Registered in England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 11 June 2021

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted General Funds	Restricted Funds (Note 7)	Endowment Funds (Note 6)	Total Funds 2020	Total Funds 2019
		2020 £	2020 £	2020 £	2020 £	2019 £
Income and endowments from:						
Donations		51,823	1,950	-	53,773	89,974
Trading activities		27,703	-	-	27,703	41,550
Investments		571	-	1,251	1,822	685
Other receipts		13,193	-	-	13,193	18,332
Total received	2	93,290	1,950	1,251	96,491	150,541
Expenditure on:						
Charitable activities		86,295	-	-	86,295	120,632
Other payments		18,739	2,552	-	21,291	47,092
Total paid	3	105,034	2,552	-	107,586	167,724
Reconciliation of funds:						
Net income		(11,744)	(602)	1,251	(11,095)	(17,183)
Funds at 1 January		55,272	21,488	18,491	95,251	112,434
Funds at 31 December		43,528	20,886	19,742	84,156	95,251

Statement of Assets and Liabilities

	Unrestricted General Funds 2020 £	Restricted Funds (Note 7) 2020 £	Endowment Funds (Note 6) 2020 £	Total Funds 2020 £	Total Funds 2019 £
Assets:					
Bank current account	25,322	-	-	25,322	37,833
CBF deposit fund	18,206	20,886	-	39,092	38,927
Bank and deposit accounts	43,528	20,886	-	64,414	76,760
CBF Investment fund shares	-	-	19,742	19,742	18,491
Investment assets at market value	-	-	19,742	19,742	18,491
Net Assets:	43,528	20,886	19,742	84,156	95,251

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2020 £	2019 £
Accruals	2,033	6,440
Other creditors	6,242	9,658
	8,275	16,098

This Financial Report for the year ended 31 December 2020, including the notes following, was approved by the PCC and signed on its behalf by Revd Christine Spencer, Rector.

Revd Christine Spencer

Date: 15th April 2021

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

	Unrestricted General Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	2020	2020	2020	2020	2019
	£	£	£	£	£
Planned giving (excl. tax refunds)	31,167	-	-	31,167	36,364
Planned giving (no tax refunds)	2,761	-	-	2,761	3,511
Loose cash collections	2,489	-	-	2,489	9,383
Special appeals	1,050	1,950	-	3,000	19,786
Grants	6,000	-	-	6,000	8,000
Gift aid recovered	8,356	-	-	8,356	12,930
Donations	51,823	1,950	-	53,773	89,974
Rental income	27,454	-	-	27,454	37,674
Goods sold	-	-	-	-	-
Fundraising events	249	-	-	249	3,876
Trading activities	27,703	-	-	27,703	41,550
Bank and CBF deposit interest	406	-	-	406	685
CBF investment fund income	165	-	1,251	1,416	-
Investments	571	-	1,251	1,822	685
Fees for weddings and funerals	8,968	-	-	8,968	12,224
Legacy income	-	-	-	-	-
Government grants	3,494	-	-	3,494	-
Other receipts	731	-	-	731	6,108
Other receipts	13,193	-	-	13,193	18,332
Total received	93,290	1,950	1,251	96,491	150,541

Notes to the Annual Financial Report

3. Analysis of total paid

	Unrestricted General Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	2020 £	2020 £	2020 £	2020 £	2019 £
Charitable donations	2,260	-	-	2,260	2,154
Parish share to Chichester Diocese	37,159	-	-	37,159	58,885
Salaries and honoraria incl NI	23,397	-	-	23,397	23,192
Clergy and other people's expense	314	-	-	314	2,057
Mission costs	738	-	-	738	2,553
Insurance	6,431	-	-	6,431	5,652
Water, gas, electric, and oil	7,945	-	-	7,945	8,098
Printing and photocopying	1,924	-	-	1,924	3,018
Other regular church costs	3,680	-	-	3,680	6,795
Wedding and funeral costs	1,336	-	-	1,336	7,148
Accounting and examiners fees	1,110	-	-	1,110	1,080
Charitable activities	86,295	-	-	86,295	120,632
Equipment	-	-	-	-	-
Maintenance & redecoration	11,833	2,552	-	14,385	37,314
Bank fees	240	-	-	240	240
Other payments	6,666	-	-	6,666	9,538
Other payments	18,739	2,552	-	21,291	47,092
	105,034	2,552	-	107,586	167,724

4. Charitable donations

Charitable donations in the year included donations to:

	2020 £	2019 £
Christians against poverty	1,500	1,500
Church mission society	402	412
Other	358	242
	2,260	2,154

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese (£37,159 (2019: £58,885)) is for the payment of Clergy and other central costs. However this years expense includes a payment made in January 2020 for £5,330 which related to 2019 which had been included within the accruals stated on the balance sheet at 31 December 2019 but is an expense in 2020 due to the accounts being prepared on a cash basis. The full cost of the parish ministry amounts to £74,035 (2019: £71,883). Any shortfall is absorbed by the Diocese not payable by the parish in future years.

6. Trust

The CBF hold four trusts and one fund for the parish:

	2020	2019
	£	£
CBF Investment (Kinight/Loveband)	13,399	12,537
CBF Investment (Wood)	1,106	1,035
CBF Investment (Hope-Shepperton)	1,333	1,210
CBF Deposit (Chancel trust)	3,904	3,709
	19,742	18,491

The Chancel trust investment and desposit can only be used for the insurance and repairs to the chancel only.

There are two church yard trusts to be used in the maintenance of the churchyard and of the Knight, Loveband and Wood graves. Income only is paid to PCC account for the use of the aforementioned purposes.

The Hope-Shepperton Trust consists of endowment capital, held as CBF investment shares and is shown at current market value. The income is for the purpose of keeping the Lady Chapel in good repair upon the condition that the gravestone of late husband is also kept in good repair. Income and capital can be used but the original bequest of £270 must remain intact with the terms of the bequest.

7. Restricted funds

Restricted funds at the year end:

	2020	2019
	£	£
Fabric fund	18,493	19,025
Music fund	1,202	1,202
Chancel trust	250	250
Heating fund	941	1,011
	20,886	21,488

The restricted funds are for the following purposes:

Fabric fund: for the general maintenance of the St Margarets church.

Music fund: for expenses which benefit the music of St Margaret's Church.

Chancel trust: for the insurance of and repairs to the chancel.

Heating fund: to fund a new boiler as the existing one failed beyond repair in 2018.

Notes to the Annual Financial Report

8. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preparation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

9. Payments to PCC employees

	2020	2019
	£	£
Gross pay	23,272	22,879
Employers national insurance	200	212
Pension costs	125	113
Honaria payments	-	-
Timing difference (see below)	(200)	(12)
Salaries and honaria per note 3	<u>23,397</u>	<u>23,192</u>

The above gross pay and national insurance charge are per the payroll records, however these accounts are on a cash basis, so there is an immaterial timing difference with payments. No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC, amounting to £284 (2019: £1,250).

10. Related party transactions

During the year the spouse of a trustee has been paid £7,020 (2019: £6,765) for other services. These payments are reflected in the I&E within *Salaries and honaria*.

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts. During the year there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.