

**St John the Evangelist  
Upper St Leonards**



**Annual Meeting for election of  
Churchwardens**

**Annual Parochial Church Meeting**

**for the year ended 31 December 2020**

**Sunday 25 April 2021**

## **CONTENTS**

### **Page**

- 1      Annual Meeting of Parishioners Agenda
- 2      Annual Parochial Church Meeting Agenda
- 3      Minutes of APCM – October 2020
- 5      Annual Report and Financial Accounts to December 2020

# **St John the Evangelist**

## **Meeting for election of Churchwardens**

### **Sunday 25 April 12:15pm**

*Those eligible to participate in this meeting are: anybody resident in the parish of St John the Evangelist Upper St Leonards; and anybody on the electoral roll of this parish.*

#### **AGENDA**

1. Opening Prayer
2. Election of Churchwardens for the parish of St John the Evangelist  
TWO candidates have been put forward for TWO places  
Mike Cooper  
Barbara Fentiman
3. Closing Prayer

# **St John the Evangelist**

## **Annual Parochial Church Meeting**

### **Sunday 25 April 12.25 pm**

*Those eligible to participate in this meeting are:  
anybody on the electoral roll of this parish.*

#### **AGENDA**

1. Apologies for absence
2. Minutes of last year's APCM 11 October 2020
3. Matters arising not covered in the agenda below
4. Reports for the year:

The reports to be delivered verbally will be Financial, Fabric, Safeguarding, Review of the Year and Electoral Roll

|                         |                        |
|-------------------------|------------------------|
| Electoral Roll:         | Electoral Roll Officer |
| Financial:              | Treasurer              |
| Fabric:                 | Churchwardens          |
| Safeguarding:           | The Rector             |
| The Review of the Year: | The Rector             |

5. Election of PCC members
6. Election of Deanery Synod representatives
7. Thanks to Welcomers
8. Appointment of Independent Examiner for the Church Accounts 2021
9. Any other business previously notified to the Secretary
10. Closing prayer: the Grace



# St. John the Evangelist Upper St. Leonards

## Minutes of the Annual Meeting of Parishioners and the Annual Parochial Church Meeting

11 October 2020 following Sunday Mass

### Annual Meeting of Parishioners 12.00 noon

17 persons present due to the ongoing Coronavirus infections and social distancing guidelines.

#### 1 **Welcome and Prayers**

Fr David Hill opened the meeting with prayer. The April AMP and APCM had been postponed due to the outbreak of Coronavirus (COVID-19) and the closure of the Church building, the imposition of social distancing and limits on gathering for meetings. Fr David thanked those present for attending.

#### 2 **Election of Churchwardens**

**Mike Cooper** was proposed by Fr David in the chair

**Barbara Fentiman** was proposed by Fr David in the chair

**Each was unanimously elected, with no abstentions.**

On behalf of all at St John's, Fr David thanked them both for their hard work and service throughout the year. They would be blessed at the next Mass.

### Annual Parochial Church Meeting 12.10pm

#### 1 **Apologies for absence**

National and Diocesan guidelines prohibited the gathering of the whole church. 17 parishioners attended the meeting.

#### 2 **Minutes of the 2019 APCM** previously made available

Proposal that the Minutes be accepted was made by Alison Day and seconded by Jenny Barfoot. This was unanimously agreed, and the minutes were signed by Fr David in the Chair as a true record.

#### 3 **Matters Arising**

Fr David reported that Safeguarding had been missed from the Agenda and would be inserted for the 2020 meeting.

#### 4 **Reports for the year 2019**

Written reports were previously made available, and comments invited. The following Reports were given verbally, with questions invited by the Chair from those present.

4.1 Clare Cooper, Electoral Roll Officer read the report to those assembled. She had posted the electoral roll certificate to the church door and submitted the numbers on roll to Church House. There were no questions arising.

4.2 David Attwood, Treasurer, delivered his Finance Report summary. Attendees noted the content. He added that for the current year parishioners had been very generous with donations for the continuing work of the church during the pandemic.

Fr David added that St John's was able to meet around 80% of its Parish Share. He thanked David for his report. There were no questions arising.

4.3 Mike Cooper, Churchwarden, read the Fabric Report prepared by Barbara and himself. He extended thanks to Marion Nicholson, PCC Secretary who stepped down in April 2020 and welcomed Cheryl Kuit who took over from her. Mike said that there were many who contributed to the life of the church in a variety of ways, and he thanked them all on behalf of the users of St John's. There were no questions arising.

4.4 Fr David reported on the Safeguarding Report and said that Chichester Programme training certificates had been issued for Anne Boles, Safeguarding Officer, and himself. The Diocesan Safeguarding Department and Administrator, Tina Garton had supported the church to ensure all had been trained.

4.5 Fr David read his review of 2019 which included the starting of the Hall kitchen refurbishment project and gave attendees a hint of activities carried out during lockdown. Fr David expressed his gratitude at being Rector of St John's and thanked those who supported the work in unseen ways. There were no questions arising.

**5 Election of PCC Members**

One nomination had been received:

Jenny Barfoot

One PCC Member asked for their term of office to be extended:

Alison Day

**It was proposed by Katy Harper and seconded by Vicky Green that they be duly elected. All present were in favour.**

**6 Election of Deanery Synod Representative**

Fr David reported that the 2019 representative, John Townsend, had stepped down from the role and his position on the PCC. There were no nominations received to stand before the meeting and there were no nominations received by him on the day. The vacancy will be carried to the PCC meeting later in October.

**ACTION: PCC Members to elect a Deanery Synod Representative.**

**7 Thanks to Welcomers**

Fr David reported that the new Representation Rules guidebook stated that there was no longer a requirement to elect Welcomers. He thanked the growing team of Sidespersons and Welcomers at St John's.

**8 Appointment of Independent Examiners for the Church Accounts**

The PCC recommended that Ashdown Hurrey Auditors be appointed as Independent Examiner for the Church Accounts. **This was proposed by David Attwood and seconded by Louise Spice. All present were in favour.**

**9 AOB**

Bishop Laurie proposed official thanks to Fr David for supporting the work of the church, his ministry in 2019 and through the challenging days of 2020. All present agreed.

The Meeting closed at 12.45 pm with the Grace.

# Annual Report and Financial Report

**Parochial Church Council of St John the Evangelist, Upper St Leonards**

St John the Evangelist, Pevensey Road, St Leonards TN38 0LF  
Diocese of Chichester

Registered Charity no. 1132339

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**For the year ended 31st December 2020**

## Contents

Annual report

Statement of financial receipts and payments

Notes to the accounts

Report of the independent examiner

Incumbent: Revd David Hill

Website: [www.stjohnspevenseyroad.org.uk](http://www.stjohnspevenseyroad.org.uk)

Independent examiner: Steve Sampson FCA FCIE DChA  
Ashdown Hurrey Auditors, 20 Havelock Rd, Hastings TN34 1BP

Bank: CAF Bank Ltd,  
25 Kings Hill Avenue, Kings Hill,  
West Malling, Kent ME19 4JQ



# **St John the Evangelist, Upper St Leonard's Annual Report for 2020**

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## **Our aims and purposes as a charity**

The PCC has the responsibility of co-operating with the incumbent, the Revd David Hill in:

- Promoting the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical
- Offering support and care without discrimination to people in the parish

## **What we planned to do to achieve our charitable objectives**

We have considered the Charity Commission's guidance on public benefit including the specific guidance on 'charities for the advancement of religion'.

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

Our plan for fulfilling our objectives can be considered under these headings

- Welcoming people without discrimination to worship at our church and join our parish community
- Offering worship, prayer and study in a variety of ways
- Providing pastoral care for people living in the parish
- Supporting organisations which provide assistance to local people in many kinds of need
- Supporting organisations which run projects in other countries to help people in need
- Maintaining the fabric of the church as a place of worship, as a beautiful, listed building and as a venue for the visual arts and music
- Maintaining the fabric of the Church hall as a facility for the whole community
- Maintaining the grounds and gardens in celebration of God's creation and to offer a place of tranquillity for the benefit of local people

## **What we achieved and how we affected people's lives**

### **Welcoming people without discrimination to worship at our church and join our parish community**

The church family comprises folk who live in the parish and those who live outside the boundary: all find at St John's a "safe space" in which to explore the faith and their relation to it. Many rely on the support they gain here to carry out complex roles in society at large. No one is compelled to attend a church and so we view voluntary attendance to worship God as one demonstration of the public benefit of our activities.

The Electoral Roll for the year to 31st December 2020 closed at 137 (down from 139 the previous year). 46 members were resident in the parish (34%) and 91 were non-resident (66%). Church attendance was severely disrupted in 2020 because of the coronavirus pandemic. From March onwards many people were unable to attend in person even during periods when churches were open. Therefore, revision of the Roll does not reflect attendance during the year.

Normally, we work to encourage the deepening of faith in all ages, which includes children. Alongside our main Sunday Mass we offered sessions for younger folk: Friends of God and Godly Play. We were aware of the debate about young people's mental health, and we encouraged youngsters to develop their own response to faith in the confidence that this will help them now and in their future lives. We look forward to returning to this pattern as circumstances allow.



Easter 2020 was subject to lockdown regulations, but both our weekly Zoom worship and Sunday Masses were well attended online. There were five funerals and one wedding during 2020, and no baptisms. These events were very important in the lives of the people concerned in the face of changing guidelines.

In normal times as a Church Family we also enjoyed social activities usually involving food - cakes, breakfasts or suppers. These events help to strengthen friendships and act as an antidote for loneliness – which can affect a wide range of people. We have enjoyed Big Breakfast events, Coffee Mornings, Concerts, a Beetle Drive, a Harvest Lunch, Book Club meetings, a drama production and a Christmas Fair - which is a social occasion as well as a fundraiser. Sadly, none of this has been possible during 2020.

Christmas is usually a very special time of celebration where many sections of the community come together to join in the activities including a crib service for the youngsters, a carol service for those that love to sing and an evocative 'Midnight Mass' enjoyed by many people who don't often come to church. For Christmas 2020 we were able to worship in person and virtually. A particular joy was a short carol service with congregational singing held in the church gardens and surrounding pavements. It was attended by regular worshippers and a large number of people from the local area.

### **Offering worship, prayer and study in a variety of ways**

For the first three months of 2020, the congregation was involved in our acts of worship in many ways. For example, our Serving Team is diverse and includes members who have recently joined and those who have participated for decades. Not only does this enhance our worship but having a role can be a great benefit to the individuals themselves.

St John's is known for its music: many benefited greatly from the excellence of the choir and the organ playing and welcome the occasional visit by young soloists, who in turn gained performance experience.

We recognise that people's commitments and preferences result in needs that are met by our smaller, quieter services at various times, and by other regular sessions such as the Friday Prayer Group, and informal groups meeting in people's homes. During 2020 we have tried to maintain in person worship when safe to do so. We have followed all the direction given by the Bishop in making this as Covid-19 secure as possible. We have also managed to keep St John's open for private prayer for extended periods and this has contributed to the spiritual and mental wellbeing of both regular members and people who come seeking some peace and beauty in difficult times.

Every main service has also been available online through our website and on YouTube and this has been of benefit to people from all over the world. One particular new initiative which has helped a good number of people is our midweek Zoom service. This is well attended and creative. One of the lessons of the pandemic is perhaps that we need to maintain our online worship in order to offer both opportunities and support for those who, for whatever reason cannot get to St John's.

### **Providing pastoral care for people living in the parish**

Pastoral care, by its nature, goes on unobtrusively but provides support for many folk in the parish. We have lay people who carry out chaplaincy work at the many care homes in the parish. The Ministry Team (clergy and lay) carried out pastoral work with a wide range of people. The Rector is the Honorary Chaplain of St Michael's Hospice and our Deacon is the Assistant Chaplain to the Conquest Hospital, Bexhill Hospital, the Eastbourne DGH and to Sussex Police. Some of the clergy who worship with us provided eucharistic and pastoral support in other parishes when there was need. All of these things have remained in place during 2020. In addition, we have tried to maintain contact with our many parishioners who have not been able to attend at all. This has proved somewhat tricky at times, but communication is always a two-way process.

*The Tuesday Group* is a drop-in playgroup which meets in our Church Hall. It was set up over 20 years ago to try to meet some of the needs of the area. This is still an area of considerable deprivation with high levels of poverty amongst children under five in some parts of the town - housing, financial problems, personal problems are difficulties that many families face on a daily basis. But they know that the group will be there on Tuesday morning and for a short time they are amongst friends who



support them. It ran for the first three months of 2020 but was suspended for the remainder of the year.

*Healing Ministry.* Our team of trained lay people offer to pray with and for those who request this help, whether they are regular worshippers or not. Sharing a problem before God is a real way of coping with the difficulties of life. Again, this happened for the first three months of 2020 but Covid-19 restrictions meant that it was not possible to offer this ministry for the remainder of the year.

#### **Supporting organisations which provide assistance to local people in many kinds of need**

At our Harvest festival many generously donated tins and packets and other gifts in aid of the *Seaview Project* (a wellbeing centre offering help and inspiration for people living on society's margins). Many full boxes were gratefully received by Seaview who commented that the provision was 100% relevant. Our Pastoral Assistant works regularly with Seaview.

We support the *Snowflake Night Shelter*: a local Charity that provides supervised overnight accommodation to homeless people who would otherwise be sleeping rough in Hastings and St Leonards during the extreme winter months. Our Church Hall is used for the Friday night session from November to March. Some of our church family act as volunteers and the administrator of the Project is a member of the congregation.

We hosted *The Posh Club* for a few weekly sessions during the first three months of the year, but in person activities were suspended in March. Nevertheless, POSH Club maintained close contact with the couple of hundred people on their books using St John's hall as a base. The hall even served as a TV studio for POSH club online featuring many talented professional performers as well as the Rector! By way of explanation in normal times Posh Club provides high tea with entertainment and is set up to help older folks get out and have fun.

We give support by offering the Hall at no charge to Snowflake and Tuesday Group.

We also collected items for donation to the local Food Bank.

#### **Supporting organisations which run projects in other countries to help people in need**

*Christian Aid* needs no introduction. We raise funds for Christian Aid throughout the year as well as during Christian Aid Week. An amazing £1341.70 was collected during 2020. New ideas to increase funds have included singing lessons and contactless card readers but mainly we rely on the fantastic generosity of our congregation.

Many of the congregation support *Building Better Futures International*, a small charity that seeks to provide the means of self-help in South India. Our own Bishop Laurie is one of the trustees and he reports back to us regularly on the practical results of our giving. An emergency appeal to the congregation raised over £8,000 in a few days.

#### **Maintaining the fabric of the church as a place of worship, as a beautiful, listed building and as a venue for the visual arts and music**

Our church continues to be appreciated by our parishioners and many others as a space where life events are celebrated with joy and thanksgiving including weddings, baptisms and anniversaries. As well as routine maintenance of the church and hall there are numerous smaller jobs that crop up. Many people help out in so many ways and give generously of their time and resources.

The Church building is well known for being a venue for musical events that are attended by a wide range of people within the parish and further afield. The St Michael's Hospice 'Lights of Love' service was filmed in part in St John's in 2020 as a change to our usual pattern of hosting and leading it. The Seaview Carols were also presented in a Covid secure way and were available online.

It is important to us that the church is available for private prayer and reflection not just to the church family but to the wider community. To this end the church building was open on Friday and Saturday mornings and we are hoping to extend this further. People comment on the sense of peacefulness and spirituality that pervades the church.



### **Maintaining the fabric of the Church Hall as a facility for the whole community**

For the first three months of 2020 the hall was booked out seven days a week with regular and one-off bookings across the mornings, afternoons and evenings. The Tuesday Group, The Posh Club and Snowflake were among our regular users – as mentioned elsewhere in this report.

The range of classes run at the hall was very varied, including dog training, singing, line dancing for older people, indoor bowls, cooking, children's yoga and art workshops as well various exercise classes such as tai chi, piloxing, and Pilates. We had an additional art group run by WEA once a week and a Tiny Tots group for mums and their children. Single bookings for the hall included birthday parties, AGMs, wedding receptions, fundraising events and social evenings.

Our hire charge is pitched to cover heating, lighting and other costs but is kept as low as possible to enable local groups and individuals to benefit. We are grateful to the Hall Committee who manage the hall - they would welcome new members to assist in this valuable task.

With lockdown we were afforded an opportunity to do some serious renovation work on the hall. The improvements to the kitchen were completed at the start of the year. It is now very well equipped for the future with a new dedicated boiler, a permanent hot drinks boiler and commercial-standard refrigeration and dishwashing. There are new fly screens and a zapper. The complete cost was in the region of £17,000 but we were greatly helped by grant funding to the tune of £10,000.

The Hall Committee has done some incredible renovation work, totalling about 700 hours of volunteering given for free. The hall has been completely repainted, the serious damp issues have been resolved, the floor and the stage have been totally renovated, the folding stage wings have been reconstructed, the back rooms have been tidied and sorted out and now even have curtains, ceilings have been repaired, and a Belfast sink has been fitted in one of the rear rooms to aid the cleaning of the hall. It really has to be seen to be believed!

At the end of 2020 with high Coronavirus rates in Hastings, we were approached about using the hall as an overflow Chapel of Rest. It has been put to good use providing support for people in this most unusual way. We look forward however to a rapid return to more 'normal' hall use.

### **Maintaining the grounds and gardens in celebration of God's creation and to offer a place of tranquillity for the benefit of local people**

Our church is surrounded by gardens and a great amount of time and effort has been expended by our volunteer gardeners. The result is a pleasant place for folk to walk through as they cut the corner between the two roads, and for some to stop and enjoy.

The making of structures to retain and improve planting and soil improvement have included revetments. The ongoing work in producing our own compost and in collecting rainwater from the hall roof have resulted in a gradually evolving eco-friendly and diverse habitat. We have also seen an increase in insect life as well as seasonal colour and contributions to the floral arrangements in church. We continue to be very grateful for voluntary donations of plants or funds to help this work.

Special thanks go to Mary Cain, and Sally and Libby Waters for their mostly unseen work, and strong commitment to the witness of St John's in providing an oasis of beauty and tranquillity in our Parish.

Our commitment to caring for God's earth and all the beauty that surrounds us has led St John's to register as an Eco Church with the environmental charity *A Rocha UK*.

## **Financial review**

### **Financial Summary**

The total receipts in general unrestricted funds were £127,947 and are detailed in the Financial Report.

The planned giving through direct debits and standing orders raised £63,395. And we were able to recover Gift Aid of £12,719 mostly through the Parish Giving Scheme.

### **Sharing the ministry costs of the Diocese of Chichester**

The largest expenditure of the PCC was the sum of £56,650 paid to the diocese for our share of all churches' Parish Ministry Costs. This amount contributes to the housing, stipend and pension costs of the clergy and a percentage towards diocesan central costs, clergy training and a contribution to national church funds.

### **Staff costs**

The PCC pays for our Parish Administrator and two part time cleaning team members. For periods through the year these staff were furloughed, and the PCC was able to claim the job retention scheme grants.

### **Repairs of the church hall**

The church hall required a good deal of work to improve it and bring it to appropriate standards, and this included a new kitchen. There were other improvements for which the church obtained some grants and a substantial amount of the work was completed by volunteers.

### **Why we hold some money in reserve**

It is PCC policy to maintain a current account balance on the general unrestricted funds (excluding property) which equates to approximately one to two months' worth of unrestricted payments. The parish also holds a substantial reserve as a result of a legacy, which is not restricted to a particular purpose. It is on deposit with our bank in a fund to which the PCC has easy access (i.e. it acts as a deposit account).

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on particular purposes, defined by the donor. The legacy of Hazel Freedman comes into this category.

### **Key figures**

The net movements in funds are perhaps the key figures. They show a deficit of just over £22,000, of which the current account deficit was just under £10,000. Two things account for this - the loss of income during closures (more from church hall rentals than church collections etc.) and the expenditure on church hall refurbishment. There were substantial one-off donations and planned giving continued at normal, expected levels.

### **General fund**

The receipts have been presented more fully in that the giving now shows planned giving, weekly collections, other donations and fundraising.

### **Charitable Giving**

One of the restricted funds is for charitable giving, such as special collections, gifts given through the church and the sale of books. The charities most supported in these ways are Christian Aid and the Mission to Seafarers.

Other gifts to charities are also given by the church, in the form of cheques made out to the particular charity. Such gifts are not shown in these accounts.

It is also known that many church members actively support a range of Christian (and other) charities. The church additionally supports local charities by offering free use of the church and hall for their activities, including regular use of the hall by the Tuesday Group and Snowflake, and the church for charity fundraising events e.g. concerts.



**Restricted and designated funds**

Sundry (£631). The PCC had passed a resolution to rename this fund the "Parish Retreat Support Fund". Unfortunately, the Treasurer overlooked this in preparing the 2020 accounts, and it will be amended in 2021 and indicated as such in the 2021 accounts. Apologies are offered for this oversight.

Outward giving. These funds have now all been passed on to the charities supported by the PCC and for which the funds were given.

**Hazel Freedman bequest**

A relatively small sum was returned to the fund (£640), representing money that had been withdrawn for church roof repairs etc. but not needed.

## 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. Registered Charity no. 1132339

The PCC's governing document is the Parochial Church Councils (Powers) Measure 1956.

During 2020 the following served as members of the Parochial Church Council:

### *Ex Officio members*

|                    |                       |              |
|--------------------|-----------------------|--------------|
| Incumbent          | Fr David Hill         | Chair        |
| Assistant Priest   | Revd Jill Hartman     | Retired June |
| Deacon             | Revd Michael Turnbull |              |
| Pastoral Assistant | Carol Frost           |              |
| Church Wardens     | Michael Cooper        |              |
|                    | Barbara Fentiman      |              |
| Diocesan Synod     | Andrew Crighton       |              |

### *Elected Members*

|                  |                      |
|------------------|----------------------|
| Alison Day       |                      |
| Ed Towner        |                      |
| Marion Nicholson | Secretary (to April) |
| Gillian Attwood  | Resigned November    |
| Ian McNulty      | Resigned April       |
| Louise Spice     |                      |
| Katy Harper      |                      |
| Lesley Crighton  |                      |
| Jenny Barfoot    |                      |

### *Deanery Synod*

|                 |                    |
|-----------------|--------------------|
| John Townsend   | Resigned September |
| Lesley Crighton |                    |

### *Appointed*

### *Co-opted*

### *Appointed*

|               |                        |
|---------------|------------------------|
| David Attwood | Treasurer              |
| Anne Boles    | Safeguarding Officer   |
| Cheryl Kuit   | Secretary (from April) |

Membership of the PCC is set out in the Church Representation Rules and consists of ex-officio members, the churchwardens, members of the Deanery Synod and up to 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and are given support to understand and fulfil their role.

**The PCC** met 8 times during 2020 and the average attendance was 79% which was achieved despite the impact of the Coronavirus and conflicting commitments.

Our **Deanery Synod** representatives report back to the PCC regularly on matters discussed at the meetings (usually held 4 times per year). However, in 2020 the Synod met only once. The Rector is the Rural Dean of Hastings.

This Annual Report was approved by the PCC and signed on its behalf by:

Revd David Hill, Chair




Date:

9th August 2021.

Approved by the Parochial Church Council on 6th June 2021.

and signed on their behalf by

A handwritten signature in black ink, reading "Alan Privett". The signature is written in a cursive style with a long horizontal flourish at the end.

Print name: Alan Privett  
Treasurer

Financial Statements for the Year Ended 31 December 2020

| Receipts and Payments Accounts                              |                   |                 |               |  |                 |                |
|---|-------------------|-----------------|---------------|--|-----------------|----------------|
|   | Unrestricted Fund | Restricted Fund | Endowed Fund  |  | Total 2020      | Total 2019     |
|   | General           |                 |               |  |                 |                |
| Receipts  |                   |                 |               |  |                 |                |
| Voluntary Receipts<br>Donations and Legacies                | 107,011           | 3,536           | -             |  | 110,547         | 121,536        |
| Activities for generating funds                             | 6,990             | -               | -             |  | 6,990           | 5,186          |
| Investment Income   | 720               | 430             | -             |  | 1,150           | 1,562          |
| Church activities   | 7,362             | -               | -             |  | 7,362           | 14,434         |
| Other receipts  | 5,864             | -               | 640           |  | 6,504           | 5,364          |
| <b>Total Receipts</b>                                       | <b>127,947</b>    | <b>3,966</b>    | <b>640</b>    |  | <b>132,553</b>  | <b>148,082</b> |
| Payments  |                   |                 |               |  |                 |                |
| Cost of generating funds<br>Fundraising Activities          | 671               | -               | -             |  | 671             | 1,263          |
| Church activities<br>Charitable activities                  | 131,982           | 17,214          | -             |  | 149,196         | 151,421        |
| Other payments  | 4,947             | -               | -             |  | 4,947           | 2,795          |
| <b>Total Payments</b>                                       | <b>137,600</b>    | <b>17,214</b>   | <b>-</b>      |  | <b>154,814</b>  | <b>155,479</b> |
| Excess of receipts over payments<br>Transfers between funds | (9,653)           | (13,248)        | 640           |  | (22,261)        | (7,397)        |
| <b>Net movement in funds</b>                                | <b>(9,653)</b>    | <b>(13,248)</b> | <b>640</b>    |  | <b>(22,261)</b> | <b>(7,397)</b> |
| Cash in bank at 1 Jan 2020                                  | 138,919           | 13,417          | 77,942        |  | 230,278         | 237,675        |
| <b>Cash in bank at 31 Dec 2020</b>                          | <b>129,266</b>    | <b>169</b>      | <b>78,582</b> |  | <b>208,017</b>  | <b>230,278</b> |



| <b>Statement of Assets and Liabilities</b> |                         |                  |                   |                |  |                       |                       |
|--|-------------------------|------------------|-------------------|----------------|--|-----------------------|-----------------------|
|  | <b>Unrestricted</b>     | <b>Designate</b> | <b>Restricted</b> | <b>Endowed</b> |  | <b>Total<br/>2020</b> | <b>Total<br/>2019</b> |
|  | <b>General<br/>Fund</b> |                  |                   |                |  |                       |                       |
|  | £                       | £                | £                 | £              |  | £                     | £                     |
| <b>Cash Funds</b>                          |                         |                  |                   |                |  |                       |                       |
| Bank current Account                       | 5,244                   | -                | 169               | -              |  | 5,413                 | 13,314                |
| CBF Deposit Account                        | 124,022                 | -                | -                 | 78,582         |  | 202,604               | 216,964               |
|  | 129,266                 | -                | 169               | 78,582         |  | 208,017               | 230,278               |
| <b>Other Monetary Assets</b>               |                         |                  |                   |                |  |                       |                       |
| Gift Aid recoverable or o/s                | 2,597                   | -                | -                 | -              |  | 2,597                 | 1,112                 |
| Other debtors                              | 3,084                   | -                | -                 | -              |  | 3,084                 | 118                   |
|  | 5,681                   | -                | -                 | -              |  | 5,681                 | 1,230                 |
| <b>Investment Assets</b>                   |                         |                  |                   |                |  |                       |                       |
| Investment Fund bond at market value       | 892                     | -                | -                 | -              |  | 892                   | 230                   |
|  |                         |                  |                   |                |  |                       |                       |
| <b>Total Assets</b>                        | 135,839                 | -                | 169               | 78,582         |  | 214,590               | 231,738               |
|  |                         |                  |                   |                |  |                       |                       |
| <b>Liabilities</b>                         |                         |                  |                   |                |  |                       |                       |
| Accrued Expenses                           | 960                     | -                | -                 | -              |  | 960                   | 960                   |
| <b>Total Liabilities</b>                   | 960                     | -                | -                 | -              |  | 960                   | 960                   |

**The Parochial Church Council of St John the Evangelist  
Financial Statements for the Year Ended 31 December 2020**

**Notes**

1 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

| Statement of funds            |                |                |                |  |                |
|-------------------------------|----------------|----------------|----------------|--|----------------|
|                               | Bal b/fwd      | Receipts       | Payments       |  | Bal c/fwd      |
| <b>Unrestricted funds</b>     |                |                |                |  |                |
| General fund                  | 138,919        | 127,947        | 137,600        |  | 129,266        |
|                               |                |                |                |  |                |
| <b>Restricted funds</b>       |                |                |                |  |                |
| Sundry                        | 631            | -              | 631            |  | -              |
| Tuesday club                  | 169            | -              | -              |  | 169            |
| Fabric Fund                   | 12,000         | 2,250          | 14,250         |  | -              |
| Outward giving                | 366            | 1,286          | 1,652          |  | -              |
| Endowment funds               | 251            | 430            | 681            |  | -              |
|                               | 13,417         | 3,966          | 17,214         |  | 169            |
| <b>Endowment funds</b>        |                |                |                |  |                |
| Hazel Freedman bequest (note) | 77,942         | 640            | -              |  | 78,582         |
|                               |                |                |                |  |                |
| <b>Total funds</b>            | <b>230,278</b> | <b>132,553</b> | <b>154,814</b> |  | <b>208,017</b> |

The Fabric fund represents accumulated donations and appeals for fabric maintenance. Which can only be spent for that purpose.

The endowment comprises the Hazel Freedman bequest. This is a permanent endowment held by the Diocese of Chichester for the PCC. The income from the endowment is required to be spent on the repair and upkeep of St John the Evangelist Church. The PCC received the permission to spend the funds from the endowment on major repairs to the fabric of the church building. During 2019 this permission was checked, and confirmed, by the Diocese of Chichester



| Notes (continued)                                  |                   |                 |              |  |            |            |
|--|-------------------|-----------------|--------------|--|------------|------------|
|  | Unrestricted Fund | Restricted Fund | Endowed Fund |  | Total 2020 | Total 2019 |
|  | General           |                 |              |  |            |            |
| <b>3 Further Analysis of Receipts and Payments</b> |                   |                 |              |  |            |            |
| <b>Receipts</b>                                    |                   |                 |              |  |            |            |
| <b>a) Activities for generating funds</b>          |                   |                 |              |  |            |            |
| Fees for weddings & funerals                       | 6,990             | -               | -            |  | 6,990      | 3,123      |
| Tuesday group                                      | -                 | -               | -            |  | -          | 2,063      |
|  | 6,990             | -               | -            |  | 6,990      | 5,186      |
| <b>b) All other giving/ voluntary receipts:</b>    |                   |                 |              |  |            |            |
| Planned giving (excl. tax refunds)                 | 61,260            | -               | -            |  | 61,260     | 58,533     |
| Planned giving (no tax refunds)                    | 2,135             | -               | -            |  | 2,135      | 2,680      |
| Loose cash collections                             | 4,605             | -               | -            |  | 4,605      | 9,045      |
| Donations  | 10,066            | -               | -            |  | 10,066     | 5,600      |
| Special appeals                                    | -                 | 1,286           | -            |  | 1,286      | 2,460      |
| Fund raising                                       | 5,027             | -               | -            |  | 5,027      | 4,267      |
| Gift Aid recovered                                 | 12,719            | -               | -            |  | 12,719     | 15,951     |
| Legacies   | -                 | -               | -            |  | -          | 11,000     |
| Grants   | 11,199            | 2,250           | -            |  | 13,449     | 12,000     |
|  | 107,011           | 3,536           | -            |  | 110,547    | 121,536    |
| <b>c) Investment Income</b>                        |                   |                 |              |  |            |            |
| Bank and CBF Deposit Fund interest                 | 720               | 430             | -            |  | 1,150      | 1,562      |
| <b>d). Church Activities</b>                       |                   |                 |              |  |            |            |
| Church centre hire fees                            | 7,362             | -               | -            |  | 7,362      | 14,434     |
| <b>e). Other receipts</b>                          | 5,864             | -               | 640          |  | 6,504      | 5,364      |
| <b>Total received in all funds</b>                 | 127,947           | 3,966           | 640          |  | 132,553    | 148,082    |

**The Parochial Church Council of St John the Evangelist**

| Notes (continued)               | Unrestricted fund | Restricted fund | Endowed fund |  | Total 2020 | Total 2019 |
|---------------------------------|-------------------|-----------------|--------------|--|------------|------------|
|                                 | General           |                 |              |  |            |            |
|                                 | £                 | £               | £            |  | £          | £          |
| <b>Payments</b>                 |                   |                 |              |  |            |            |
| <b>e) Charitable activities</b> |                   |                 |              |  |            |            |
| Parish Share                    | 56,650            | -               | -            |  | 56,650     | 55,000     |
| Clergy expenses                 | 58                | -               | -            |  | 58         | 371        |
| Rectory expenses                | -                 | -               | -            |  | -          | -          |
| Services support costs          | 265               | -               | -            |  | 265        | 2,916      |
| Church maintenance              | -                 | -               | -            |  | -          | -          |
| Major repairs                   | 10,929            | 1,312           | -            |  | 12,241     | 19,008     |
| Minor repairs                   | 7,012             | -               | -            |  | 7,012      | 2,581      |
| Upkeep of churchyard            | 757               | -               | -            |  | 757        | 1,085      |
| Tuesday club                    | -                 | -               | -            |  | -          | 2,267      |
| Photocopier / printing          | 2,341             | -               | -            |  | 2,341      | 3,599      |
| Church organist                 | 6,382             | -               | -            |  | 6,382      | 6,127      |
| Coffee/ catering                | -                 | -               | -            |  | -          | 652        |
| Visits / retreats               | -                 | -               | -            |  | -          | 3,811      |
| Outward giving                  | 11                | 1,652           | -            |  | 1,663      | 3,511      |
| Accountancy fees                | 960               | -               | -            |  | 960        | 960        |
| Utilities inc rates             | 11,745            | -               | -            |  | 11,745     | 12,952     |
| Insurance                       | 5,002             | -               | -            |  | 5,002      | 4,896      |
| wi-fi / telephone               | 618               | -               | -            |  | 618        | 667        |
| Hall major repairs              | 9,094             | 14,250          | -            |  | 23,344     | 14,281     |
| Hall minor repairs              | 3,738             | -               | -            |  | 3,738      | 2,829      |



|                                |         |        |   |         |         |   |
|--------------------------------|---------|--------|---|---------|---------|---|
| Church sundry expenses         | -       | -      | - | -       | -       | - |
| Administration                 | 9,413   | -      | - | 9,413   | 6,891   |   |
| Cleaning                       | 7,007   | -      | - | 7,007   | 7,017   |   |
|                                | 131,982 | 17,214 | - | 149,196 | 151,421 |   |
| <b>Raising funds</b>           |         |        |   |         |         |   |
| 100 club                       | -       | -      | - | -       | 375     |   |
| Other fund raising             | 671     | -      | - | 671     | 888     |   |
|                                | 671     | -      | - | 671     | 1,263   |   |
| <b>Other payments</b>          |         |        |   |         |         |   |
| Other trading costs            | 4,947   | -      | - | 4,947   | 2,795   |   |
|                                |         |        |   |         |         |   |
| <b>Total paid on all funds</b> | 137,600 | 17,214 | - | 154,814 | 155,479 |   |

## **Independent examiner's report to the Trustees of the Parochial Church Council of St John the Evangelist, Upper St Leonards**

I report to the trustees on my examination of the accounts of the Parochial Church Council of St John the Evangelist, Upper St Leonards for the year ended 31 December 2020, which are set out on pages 2 to 15.

### **Responsibilities and basis of report**

As the charity trustees of the PCC 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 Trustee's accounts carried out under section 145 of the 2011 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 2011 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 Trust 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.

Mr S R Sampson  
BFP FCA FCIE DChA  
Ashdown Hurrey Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP  
Date: 11 June 2021