

**The Beacon Parish of St Margaret's,
Ditchling, Streat Parish Church and St Martin's Westmeston**

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
For the year ended 31 December 2020**

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CONTENTS

	Page
Annual report	1-7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10-17
Report of the independent examiner	18

Ditchling, Streat and Westmeston Parochial Church Council

Incumbent: The Revd D Wallis, The Vicarage, 2 Charlton Gardens, Lewes Road, Ditchling
Sussex, BN6 8WA

Independent examiner: Maxwell-Gumbleton & Co, 1 West Street, Lewes, East Sussex
BN7 2NZ

Bankers: HSBC, 50 Church Road, Burgess Hill. West Sussex RH15 9AE

The Parish of Ditchling, Streat and Westmeston (the Beacon Parish) is a registered charity number
1132488

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

Annual Report for 2020

Administrative information

The Parish is a charity and registered with the Charity Commission within the meaning of the Charities Act 2011, Number 1132488. The Parish Office is at the Vicarage, 2 Charlton Gardens, Lewes Road, Ditchling, BN6 8WA

After the APCM on 18th October 2020 the following served as members of the Parochial Church Council (PCC):

Incumbent:	The Revd David Wallis	Chairman
Reader:	Mrs Colyeen Blanchard	
Churchwardens	Mr Tony Blanchard	
	Mr Paul Charman	
	Mrs Tessa Haughton	Safeguarding Officer
	Dr Keith Hine	
	Mr Stephen Ulph	
	Mr Michael Sewell	Deputy Churchwarden
Elected Members:	Mrs Margaret Bovill	Secretary
	Mr Simon Davey	
	Mrs Katherine Grant	
	Mrs Sherrian Guest	
	Mr Simon James	Deanery Synod
	Sir Mark Moody-Stuart	Treasurer
	Mrs Virginia De La Pole	
	Dr Robert Sansom	
	Mrs Susan Sewell	Bookkeeper
	Mrs Rachel Williamson	

The PCC was saddened when Carolyn Webb stepped down from the PCC before the APCM and passed away in July. Carolyn was a long-time active member of the PCC and we will all miss her wise counsel.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity No 1132488. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, the lay readers licensed to officiate in the church), the churchwardens and members of the Deanery Synod and the 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 we try to ensure a balance of skills and experience where possible.

Objectives and Activities

The primary objective of the Beacon Parish of Ditchling, Streat and Westmeston is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent, the Revd David Wallis, in promoting in the ecclesiastical Parish the whole mission of the Church pastoral, evangelistic, social and ecumenical.

We have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. We try to enable all residents of the parish to live out their faith as part of our parish community. The churches are open to all and pastoral support and social and community activities are available to all, regardless of membership of the church or beliefs.

Achievements and performance

Church attendance

There are 168 (174) parishioners on the church electoral roll of the Beacon Parish (figures in brackets are those for last year).

Up until mid-March the normal pattern of services in our three churches had been followed. However, services in most of 2020 were much disrupted by national shutdowns imposed as a result of the COVID-19 pandemic. The first shutdown commenced after the mid-week service on Wednesday 20th March. The churches were closed even for private prayer until St Martin's opened daily for individual prayer on 17th June, while St Margaret's was open for private prayer on request. Sunday services only recommenced on 9th August, mainly in St Margaret's due to space constraints. In-church services ceased again due to lockdown after All Saints on 1st November, except for Remembrance Sunday wreath laying at outside war memorials in Ditchling and Streat, but churches remained open for prayer. Services resumed on 6th December until the end of the year. During the first period of lockdown services were recorded and could be accessed at convenience, but with the installation of additional Wi-Fi technology in St Margaret's it became possible to record services in the church with a suitably spaced congregation which could be viewed at home and eventually streamed live. During October in person attendance at the Sunday services in St Margaret's averaged 34 and during December (excluding Christmas) 38. It is difficult to gauge online participation accurately, but we estimate that it was approximately 150, which together with in person attendance is significantly higher than regular Sunday attendance at all three churches combined pre-COVID.

On Christmas day services were held in all three churches with attendance in person of 41 adults and five children at St Margaret's, 22 adults and one child at St Martin's and 15 adults at Streat.

During advent a life-sized crib scene was constructed in St Margaret's and drew many visitors. Based on a nativity figures painted by a local artist for Streat, the originals were enlarged to life size. With a rota of welcomers to greet them several hundred visitors passed through the church and left prayers on a "prayer tree". Some also visited the smaller nativity scenes in the other two churches as part of a "nativity walk".

All classes in the school visited the nativity scene in relays with our youth worker.

There were 2 (3) baptisms, and 4 (9) weddings. There were 26 (11) funerals (figures in brackets are those for last year).

Review of the year

1. **The PCC** met eight times during the year (only twice in person before lockdown) with an average level of attendance of some seventy-five percent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.
2. **The Emmanuel Centre.** The Emmanuel Centre continued to be well used as last year until the COVID shutdown in March. Thereafter it was closed for the rest of the year.
3. **Youth Work.** Our youth worker Gary Pickett, shared with the neighbouring Parish of Clayton and Keymer, holds very popular after school classes in St Margaret's School. The group works with up to a maximum of 16 children. The linkages between the church and St Margaret's Primary School are now very strong with regular services held in the school. A school service and a nursery service were held in St Margaret's in February.

Unfortunately, due to the closure of the school our youth worker Gary had to be furloughed from late March until September, when he restarted the youth group with the school and led visits by all children in small groups to the nativity scene. During the furlough the PCC received support of 80% of Gary's salary under the HMRC Job Protection Scheme. Throughout furlough the PCC paid full salary and pension contributions.

4. The Fabric Committee Report

In 2019 the architect carried out the Quinquennial inspection of all three churches. The main items requiring attention are remedial work on the roof tiles of St Margaret's and St Martin's with some work on the stonework of the church walls also and in some cases addressing water run-off and drainage. The main expense of this work was the scaffolding required. Fortunately, there do not appear to be any major issues. The details of the work done is described in B (iii) Church Buildings below.

6. Finance Committee

The committee met twice during the year, both times by Zoom. The arrangement by which Mark Moody-Stuart acts as Treasurer while Sue Sewell acts as Bookkeeper continues. We continue to make all payments such as those to organists and cleaners using HMRC's Pay as You Earn (PAYE) system for tax and National Insurance.

Gift Aid recovery and re-claiming Gift Aid are carried out by Sue Sewell, who keeps track of all donations. Mark Moody-Stuart makes the online submissions now required by HMRC.

Parish Giving Scheme. The Parish joined this central scheme in 2015. It has the advantage of reducing local administration on planned giving. It also provides a method of increasing planned giving by direct debit in line with inflation where this is agreed by the donor.

Approval of accounts. The PCC continues to use the services of Maxwell-Gumbleton and Co on a commercial (albeit significantly discounted) basis to prepare the accounts in the approved form.

7. Financial Review

A. Incoming Resources

- i. **The total of incoming resources** was £160,233, an increase of some £20,000 over the £140,277 in 2019. The major differences were an increase of some £25,000 in grant income caused by an advance of £13,038 for work to be done on St Margaret's and grants of £10,865 towards Youth Work mainly from HMRC's furlough support scheme, as well as income from the appeals for the Ditchling Clock and Westmeston Path which together raised £15,857 including Gift Aid. There is thus a boost to income of almost £40,000 (almost a quarter of total incoming resources) some of which may not be repeated, although the generosity of response to the special appeals is greatly encouraging.
- ii. **Voluntary giving** in the Parish in the form of planned and unplanned giving remained more or less constant at £72,690. It is however very encouraging that Planned Giving, mainly through the Parish Giving Scheme, increased by some £6,000 or 10%. This increase was offset by a similar decrease in unplanned giving, probably mainly due to there being no in-person services for much of the year. This is being addressed by encouraging various forms of online giving. Collections at weddings and funerals at other services such as weddings and funerals at £2,106 was down almost £2,500 from last year. There were relatively few weddings and congregations at both weddings and funerals were dramatically reduced by COVID-19.

- iii. **Special Appeals: The church path at Westmeston** had been cleared of accumulated earth last year and a very fine brick path revealed. The bricks were however irregular and unsafe for walking so they have had to be re-laid and repointed. A special appeal was made to the residents of Westmeston with letters to every house. The response to the appeal was very successful and raised £6,752 including Gift Aid recovered. The cost of the work including VAT is £5,868 which includes some work on drainage and a soakaway to protect the path and take runoff from the church. There will be a small amount of further work to repoint the path when weather permits.

The tower clock on St Margaret's church ceased to function during the year. The main automatic winding mechanism had failed, and the striking mechanism was becoming unreliable. The Ditchling Parish Council has normally given us a grant to cover the routine annual check and maintenance but certainly did not have the funds for a major repair. A special appeal was made through notices in shops and businesses in Ditchling and through the Parish Council magazine. The response was very encouraging, and the appeal raised £9,105 including Gift Aid recovery. The manufacturing of the new automatic winding mechanisms was completed in 2020, and the installation and service of the entire clock mechanism will take place in early January 2021. The total cost was £9,410 including VAT

- iv. **Legacies.** There were no legacies received in 2020.
- v. **Grants.** The PCC is very grateful for grants from the Turner-Dumbrell Foundation (£6,000) and from the Parish Council of Streat of £200 for the upkeep of St Margaret's and Streat churchyards respectively (Westmeston Parish council made their usual annual grant in early 2021). The PCC is also grateful for a grant of £15 for the upkeep of war graves.
- vi. **The Friends of St Margaret's.** The Trustees of the Friends have previously indicated that their current income should allow them to support some £10,000 of expenditure per annum without drawing on capital. In August the Friends kindly advanced a grant of £13,038 to cover the Quinquennial work needed for St Margaret's. They also kindly offered to cover the costs of repairing the St Margaret's Clock should the appeal not raise sufficient funds, which it indeed has.
- vii. **The St Margaret's School House Trust.** The PCC is grateful as the Trust is committed to give 11/14th of its income to the School and 3/14th for Church youth work. Bibles are given annually to pupils starting and those going on to secondary school with costs split between school and church. The Trust made a grant of £2,500 towards the costs of Youth Work, and a further £650 towards the St Margaret's nativity scene figures, both of which are much appreciated.
- viii. **Fundraising income** contributed only £650 (£1,386 with costs of £736) compared to £3,066 net of costs last year. COVID prevented in-person social events after March and the successful monthly Product Market in St Margaret's and Wreath making could not take place
- ix. **Investment income** at £7,527 was essentially the same as last year. The overall value of all investments including endowment funds increased by 9% to £519,348. Of particular note is that due to the good performance on investments our total Unrestricted Funds increased by £21,856 to £279,860. While encouraging, this masks the fact that excluding special items Parish income is significantly less than expenditure, resulting on a draw-down of funds.
- x. **Fees from weddings and funerals** decreased to £10,902 from last year's £12,642, before funeral fees to the Diocese. This was largely due to the significant reduction in the number of weddings held due to COVID.

B. Expenditure

- i. Total resources expended fell to £172,594, down from £186,843 last year. There was less expenditure on church running expenses due to Covid and a reduction of expenditure on the Emmanuel Centre, partly offset by higher expenditure on the churchyards due to the renovation of the Westmeston path.
- ii. The largest item was the sum of £74,035 as compared to £70,445. This Parish Share covers the housing, stipend and pension costs of the clergy and the church insurance plus a sum for diocesan central costs, clergy training and a contribution to national church funds. The Parish currently fully meets the costs allocated to it by the Deanery. After a period of a continuous rise in the Parish Share due to inflation as well as the need for increasing contributions to fund clergy pensions, strenuous efforts on the part of the Diocese and Deanery and all parishes paying their full share allowed a previous reduction for two years. This year's increase is a reversion to the previous trend of above inflation rises. While the majority of the total paid relates directly to the costs of this Parish, the PCC's ability to sustain this is critically dependent on our ability to continue to increase income to meet rising costs.
- iii. **Church buildings** Our architect conducted the Quinquennial survey on all three churches. Some work is required on the roof and walls of all three churches, but fortunately not major works. The cost of routine work on the three churches was £6,121. Major work on the churches amounted to £19,286 and includes the Quinquennial work on St Margaret's, including architect's fees, plus the major restoration of the St Margaret's clock. To complete the work will require about a further £10,000. We are fortunate that all of this work will be covered either by grants from the Friends of St Margaret's or by drawing on accumulated profits from the Swann Perkins, Mabel Baines and Lambert endowments for Streat and Westmeston and, if necessary, from the Streat Barn Mission Fund.
The Emmanuel Centre. In contrast to last year when expenditure on the Centre of £10,289 was made up of £7,426, being the Beacon half share of the 2019 refurbishment cost, together with £2,682 being the running cost of the hall, there was only £1,724 on minor running costs as the building was for most of the year not used. Income was £1,409 which was made up of hire from the Ballet School and fitness club with some additional donation income from illustrated talks.
- iv. **Churchyards.** The cost of upkeep was £13,435 an increase over last year's expenditure of £4,823, which included the work done on the path at Westmeston which was covered by the special appeal. St Margaret's churchyard upkeep is supported by a very generous grant of £6,000 from the Turner-Dumbrell Foundation. The surplus of the grant from Turner Dumbrell of £4,706 from previous years is held in a restricted fund. The PCC is grateful for grants from the Parish Council of Streat (£200) for the churchyards of that church and for a grant of £350 from Westmeston Parish Council for 2020 actually received in 2021.
- v. **Donations** collected in church and then passed to charities last year amounted to £2,766. This year no such donations were made in the light of the special situation due to COVID.

8. Financial Situation, Outlook and Future Plans

The day to day running of the Parish continues to be in persistent current deficit. It is encouraging that Planned Giving, mainly through the Parish Giving Scheme has increased by some £6,000 from last year, but this was more than offset by a decrease of unplanned giving. Some of this decrease was almost certainly due to the fact that in person attendance at services was badly affected by the various periods of lockdown. Giving at other service such as weddings and funerals was similarly affected so that Planned Giving and all other collections was sufficient to cover only our committed Parish Share of some £74,000, meaning that day to day church

running costs, which were somewhat reduced by the lockdowns, have to be covered by drawing on reserves or other sources such as income from investments of past legacy endowments or other fund raising and special appeals. This is plainly unsustainable.

The state of the deficit: As mentioned in section A (i) above our income was significantly boosted by a one-off advance of some £13,000 from the Friends of St Margaret's and a grant from HMRC which covered 80pct of the costs of our youth worker while he was furloughed for five months of the year. At the same time our income benefitted from the receipt of the income from our two very successful appeals which together raised £15,857 including Gift Aid while the expenditure for which the funds were raised is not all accounted for in 2020. The balance of the General Fund has also benefitted from the very good performance of the investments of that fund. **Without these effects our accounting deficit of £12,361 could have been no better than last year's deficit of more than £45,000 or almost £4,000 a month.**

Cost reduction: Due largely to the lock down expenses for church running costs and upkeep of services were some £6,000 lower than last year. In addition, the running costs of the Emmanuel Centre were lower as the centre was closed for much of the year. Every effort will be made to hold costs down in the future, but the scope for savings while the buildings are in full use is limited.

The Youth Worker costs, shared with our neighbouring parish of Clayton with Keymer are normally some £15,000 per year for our share. We were grateful to receive support for the overall salary of £8,365 though payments from HMRC's furlough job protection scheme. This covered 80% of salary costs; the PCC continued to meet the remaining 20 percent and also ongoing pension costs.

Restricted and Endowment Funds. Although the ongoing deficit is as discussed above absolutely critical, the Parish has Restricted and Endowment funds combined of £316,852 which can be used in part to fund major works. The large part of these funds relates to Streat Church and St Martin's Westmeston. The Friends of St Margaret's hold significant reserves committed to the fabric of St Margaret's. We are thus fortunate that the underlying situation in relation to the preservation and maintenance of our three ancient and historic buildings is reasonably sound.

Streat and St. Martin's Churches. The planned installation of small kitchen facilities and a toilet in Streat church was yet again deferred due to lockdown restrictions. These costs will have to be covered from the Streat Barn Mission Fund formed from the proceeds of £154,414 from the sale of Streat Barn. It was decided that in view of the shortage of funds the previously proposed reordering of St Martin's to install a toilet would be postponed indefinitely.

The Emmanuel Centre. The PCC agreed that future work at a cost of some £10,000 (shared with the Point) needed to put the roof in order could proceed; the costs of this can be recovered by an ongoing rental rebate and revision of the lease term.

A Stewardship Campaign launched in 2019 has been revitalised with a new **Giving Team**. The appeals for the repair of the Westmeston church path and for the clock on St Margaret's have shown the effectiveness of well planned and executed fundraising campaigns. However, it is important that we convert this support into ongoing increased Planned Giving to put our overall budget into 'the black'. We should also continue to raise funds by means of social events and other means to cover inevitable cost increases. **We need to raise at least an additional £20,000 to £25,000 a year taking into account our ongoing deficit and the need to fund Youth Work.**

9. Risk

The PCC has a Health and Safety policy covering inter alia risk assessments and there are also Safeguarding Policies (see 11 below). Risk assessments are carried out for events and activities.

The possibility of major repairs is covered by a variety of dedicated funds (see 8 above). The major risk is therefore the possibility of declining income versus rising ongoing costs resulting in declining reserves. Immediate effects are covered by our Reserves Policy (see 10 below), but a proactive stewardship campaign to address this trend remains vital.

10. Reserves Policy

PCC Reserves policy is to maintain a readily accessible balance of general unrestricted funds (excluding property) equal to at least approximately two months' worth of average expenditure as contingency against unforeseen situations. The closing balance this year achieved this.

- a. **Funds Invested** In spite of the deficit the overall net assets of the PCC increased from £535,833 to £596,712. This was mainly due to an increase in the value of the invested assets from £476,108 to £519,348. In spite of the ongoing underlying deficit PCC cash and short-term deposits including debtors actually increased from £66,538 to £89,856. This reflects the one-off special appeal and other grants committed to future expenditure.
- b. **The Restricted Funds** and the **Endowment Funds** together increased by £39,023 to a total of £316,852 due to an increase in the value of the underlying investments and the aforementioned appeal income, in spite of drawing on the income from some of these funds. The balance of all restricted funds is reserved for the use to which the original endowments or donations were given. Such funds are listed in the note 11 to the Financial Statements.
- c. **PCC investment policy.** To invest funds with the CBF Church of England Investment Fund and the CBF Church of England Deposit Fund. PCC current and deposit accounts are held with HSBC.

11. Safeguarding Report

Our Safeguarding Policy is regularly reviewed and appears on the Beacon Parish website (www.beaconparish.co.uk). As members of our PCC we are committed to the safeguarding, care and nurture of all our members and recognise that safeguarding is everyone's responsibility. As a Parish, we follow the Church of England's safeguarding policies and practice guidance documents which have also been adopted by the Diocese of Chichester. The link to these documents and other useful safeguarding websites appear on the Parish Safeguarding tab on our website. In addition, we seek advice from the Diocese Safeguarding Team when necessary.

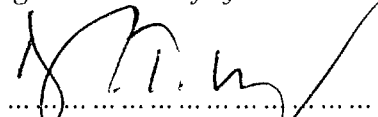
It is with great sadness that during this past year, Carolyn Webb, our Parish Safeguarding Officer died. She was a valuable member of our PCC and we miss her greatly. We would like to thank Penelope Bennett who is a great support to our Safeguarding Officer and who acts as recruitment officer and administrator, dealing with DBS requirements, etc. Tessa Haughton, Churchwarden in the Parish, is Acting Safeguarding Officer until a new Safeguarding Officer is appointed.

Risk Assessments are checked annually in the Spring and any Risk Assessments for individual events held in the Parish are completed (although sadly none at this time). Currently 26 members of the Parish are DBS checked and the majority of these are enhanced. Our training is up to date except for one or two.

Tessa Haughton

Acting Safeguarding Officer

Signed on behalf of the PCC


.....
The Revd David Wallis (Chairman)

Date 16th April 2021

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	NOTES	2020 Unrestricted Funds	2020 Restricted Funds	2020 Endowment Funds	2020 Totals	2019 Totals Restated
		£	£	£	£	£
INCOMING RESOURCES						
Voluntary income	2a	82,777	45,975		128,752	100,721
Activities for generating funds	2b	1,386			1,386	4,312
Income from investments	2c	870	6,657		7,527	7,549
Church activities	2d	12,311			12,311	14,777
Other incoming resources	2e	10,257			10,257	12,918
Total incoming resources		107,601	52,632	0	160,233	140,277
RESOURCES EXPENDED						
Raising funds	3a	736			736	1,246
Church activities	3b	147,526	24,332		171,858	185,597
Total resources expended		148,262	24,332	0	172,594	186,843
NET INCOMING/ (OUTGOING) RESOURCES BEFORE TRANSFERS		(40,661)	28,300	0	(12,361)	(46,566)
GROSS TRANSFERS BETWEEN FUNDS	5	15,980	(15,980)		0	0
NET INCOMING/ (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS/(LOSSES)		(24,681)	12,320	0	(12,361)	(46,566)
Gains/(losses) on revaluation of fixed assets	7	46,537	11,128	15,575	73,240	89,058
Gains/(losses) on disposal of fixed assets		0	0	0	0	0
NET MOVEMENT IN FUNDS		21,856	23,448	15,575	60,879	42,492
Fund balances brought forward at 1 January 2020		258,004	163,653	114,176	535,833	493,341
Fund balances carried forward at 31 December 2020		279,860	187,101	129,751	596,712	535,833

The notes on pages 10 to 18 form an integral part of these financial statements

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

BALANCE SHEET AT 31 DECEMBER 2020

	NOTES	2020	2019
FIXED ASSETS		£	£
Tangible Fixed Assets		-	-
Investments	7	519,348	476,108
Total fixed assets		<u>519,348</u>	<u>476,108</u>
CURRENT ASSETS			
Debtors	9	2,114	11,503
Short term deposits		69,747	42,931
Cash		<u>17,995</u>	<u>12,104</u>
		89,856	66,538
CURRENT LIABILITIES			
Creditors falling due in <1 year	10	(12,492)	(6,813)
NET CURRENT ASSETS		<u>77,364</u>	<u>59,725</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>596,712</u>	<u>535,833</u>
NET ASSETS		<u>596,712</u>	<u>535,833</u>
FUNDS			
Endowment funds	11	129,751	114,176
Restricted funds	11	187,101	163,653
Unrestricted funds	11	<u>279,860</u>	<u>258,004</u>
		<u>596,712</u>	<u>535,833</u>

Signed on behalf of the PCC

The Revd David Wallis  (Chairman)

Date 16th April 2021

The notes on pages 10 to 18 form an integral part of these financial statements

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting Policies

Charity information

Parochial Church Council of Ditchling, Streat and Westmeston is an unincorporated charity registered with the Charity Commission under the reference 1132488.

(a) Accounting convention

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from January 2015. The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the Charity and rounded to the nearest £.

(b) Funds accounting

Funds held by the PCC are:

Unrestricted funds - these represent the remaining income funds that are available for spending on general purposes of the PCC, including amounts designated for spending on a future project and which are therefore not disclosed in its 'free reserves' as disclosed in the trustees report.

Restricted funds - these are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment funds -- these are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 December 2020

1 Accounting Policies (Continued)

(c) Income resources

All income resources are accounted for gross.

Voluntary income

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received.

Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonable certain and the amounts due are readily quantifiable.

Income from investments

This is included in the accounts when receivable.

Gains and losses on investments

The includes any gain or loss on sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

All other income

All other income is recognised when it is receivable.

(d) Resources used

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. All expenditure including support costs and governance cost are allocated or apportioned to applicable expenditure headings, as noted below.

Support costs are those that assist the work of the PCC but do not directly represent charitable activities and include office and governance costs. They are incurred directly in support of expenditure on the objects of the Charity. Where support costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of the resources

Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. Where they cannot be directly attributable to particular headings they have been allocated on a basis consistent with the use of the resources.

(e) Church activities

The diocesan parish contribution is accounted for when paid. All was paid before the end of the year.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 December 2020

1 Accounting Policies (Continued)

(f) Fixed assets

Tangible fixed assets

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For inalienable property acquired prior to 1 October 2007 there is insufficient cost information available and therefore such assets are not valued in the accounts. No individual items have been acquired since 1 October 2007.

All expenditure on consecrated or beneficed buildings and individual items costing under £5,000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives.

(g) Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on the revaluations and disposals throughout the year.

(h) Short term deposits

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

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

2 Income resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a <i>Voluntary income</i>					
Planned giving	60,550			60,550	54,495
Unplanned giving	12,140			12,140	18,528
Collections at all other services	2,106			2,106	4,515
Special appeals income		12,696		12,696	-
Income tax recoverable	7,981	3,161		11,142	17,402
Grants		30,118		30,118	4,781
Legacies				-	1,000
	82,777	45,975		128,752	100,721
b <i>Activities for generating funds</i>					
Fetes, bazaars and other fund-raising events	1,386			1,386	4,312
	1,386			1,386	4,312
c <i>Investment income</i>					
Dividends and interest	870	6,657		7,527	7,549
	870	6,657	-	7,527	7,549
d <i>Income from Church Activities</i>					
Hire of Emmanuel Centre	1,409			1,409	2,135
Youth Club	-			-	-
Fees from Weddings & Funerals	10,902			10,902	12,642
Book sales	-			-	-
	12,311			12,311	14,777
e <i>Other incoming resources</i>					
Sundry income	10,257			10,257	12,918
Insurance claims				-	-
	10,257	0		10,257	12,918
Total incoming resources	107,601	52,632	-	160,233	140,277

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a <i>Raising Funds</i>					
Fund Raising Events costs	736			736	1,246
Bookstall					
	736			736	1,246
b <i>Church Activities</i>					
Missionary and charitable giving:					
Missionary Societies					
Relief & Development					
Secular Charities				-	2,766
Home:					
Home Mission					
	0			0	2,766
Ministry costs:					
Diocesan parish contribution	74,035			74,035	70,445
Other clergy costs	5,908			5,908	6,821
Church running expenses	10,478			10,478	13,682
Church maintenance	4,777	1,344		6,121	27,981
Upkeep of services	9,728			9,728	12,432
Upkeep of churchyard	8,695	4,740		13,435	8,612
Printing costs	-			-	458
Hall hire/barn running costs	-			-	0
Emmanuel Centre running costs	1,724			1,724	10,289
Youth Work	25,029			25,029	25,665
Toddler Group	-			-	168
Major repairs/restoration	1,038	18,248		19,286	1,485
Administration, stationery etc.	4,854			4,854	6,503
Independent examination fee	1,260			1,260	1,260
	147,526	24,332		171,858	185,597
Total resources expended	148,262	24,332		172,594	186,843

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

4 Staff costs

	2020	2019
	£	£
Wages and salaries	24,417	26,227
Pension costs	1,400	1,389
	<u>25,817</u>	<u>27,616</u>
Average employee numbers	2	6

4(a) Payments to PCC members

No wage payments were made to any PCC members during the year.

5 Analysis of transfers between funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020
	£	£	£	£
Grant towards Youth Worker	2,500	(2,500)		-
Government furlough grant	8,365	(8,365)		-
Grant towards war graves	15	(15)		-
Grants towards churchyard upkeep	5,100	(5,100)		-
Total	<u>15,980</u>	<u>(15,980)</u>	-	-

5 Support costs

	Support costs	Governance costs	2020	2019
	£	£	£	£
Independent examination fees		1,260	1,260	1,260
		<u>1,260</u>	<u>1,260</u>	<u>1,260</u>
Analysed between:				
Charitable activities		1,260	1,260	1,260

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2020

7 Investments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Market value 1 January 2020	218,623	143,309	114,176	476,108
Purchases at cost				-
Disposal proceeds	(30,000)			(30,000)
Revaluation of investments	46,537	11,128	15,575	73,240
Market value 31 December 2020	235,160	154,437	129,751	519,348

8 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
Investment fixed assets	235,160	154,437	129,751	519,348
Cash and deposits	45,718	42,024		87,742
Debtors	2,064	50		2,114
Current liabilities	(3,082)	(9,410)		(12,492)
	279,860	187,101	129,751	596,712

9 Debtors

	2020 £	2019 £
Income tax recoverable	1,502	10,209
VAT recoverable		
Other debtors	612	1,294
	2,114	11,503

10 Creditors: amounts falling due within one year

	2020 £	2019 £
Deferred income	-	
Other creditors and accruals	12,492	6,813
	12,492	6,813

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

11 Statements of funds

	Bal b/fwd 01-Jan-20	Income	Expenditure	Transfers	Gains / (losses)	Bal c/fwd 31-Dec-20
	£	£	£	£	£	£
Unrestricted Fund						
General Fund	55,367	107,580	(148,262)	15,980	46,537	77,202
Designated						
Audrey Day	43,346					43,346
Streat Barn Mission Fund	154,414					154,414
Works	4,877	21				4,898
Total Unrestricted	<u>258,004</u>	<u>107,601</u>	<u>(148,262)</u>	<u>15,980</u>	<u>46,537</u>	<u>279,860</u>
Restricted Fund						
Ab'gavenny Proj Invst	32,353				3,230	35,583
Chancel Trust Deposit	6,836	380				7,216
Flower Guild	1,150					1,150
Choir stalls	500					500
Turner Dumbrell	3,606	6,000		(4,900)		4,706
Friends of St Margaret's	0	13,038	(8,838)			4,200
Other restricted income	0	11,080		(11,080)		0
Swan Perkins Trust Investment	110,956				7,898	118,854
Swan Perkins Trust Deposit	3,255	3348				6,603
Mabel Baines Deposit	25					25
Lambert 2 Trust Deposit	3,635	2,929				6,564
Clock Fund	1030	9,105	(9,626)			509
Memorial Book	307					307
Westmeston Church path		6,752	(5,868)			884
	<u>163,653</u>	<u>52,632</u>	<u>(24,332)</u>	<u>(15,980)</u>	<u>11,128</u>	<u>187,101</u>
Endowment Fund						
M Baines Trust	22,984				1,580	24,564
Lambert 1 Trust	11,885				817	12,702
Lambert 2 Trust	78,588				13,141	91,729
W H Fitzhugh Trust	395				25	420
Scarfe Trust	324				12	336
	<u>114,176</u>				<u>15,575</u>	<u>129,751</u>

Refer to page 18 for notes on funds

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2020

Note 11 continued

Funds

Designated – The Works Fund (deposit) is reserved for work associated with the property of St Margaret's Church. It has its origins in the former Vicar and Churchwardens' Fund, which the Vicar and Churchwardens of St Margaret's assigned to the PCC of St Margaret's to manage.

The parish was left a legacy of £43,346 by Audrey Day. This amount has been designated to fund future projects in St Margaret's for the benefit of the parish.

The PCC received proceeds of £154,414 from the the sale of Streat Barn. This amount has been designated to the "Streat Barn Mission Fund."

Restricted - The following are restricted to the purposes for which the funds have been given:

The Abergavenny Projects Fund was opened with the proceeds from the winding up of a small trust, The Abergavenny Chapel Maintenance Fund, held by the Diocese and released by the Charity Commissioners in 2004. The PCC re-titled it and restricted its use to the maintenance and restoration of St Margaret's church. Any donations received specifically for the same purpose are to be invested in this fund. This Fund is held as an investment.

St Margaret's Chancel Deposit is the fund supported by St Margaret's Chancel Trust and is held by the Diocese. It is restricted to the maintenance of the Chancel.

The Organ Fund is for donations given for the maintenance/replacement of St Margaret's organ.

Clock Fund – for money given for the maintenance of St Margaret's clock.

Hymn Books and Memorial Book – for donations to purchase hymn books and to inscribe the memorial book. Both funds apply to St Margaret's Church.

Swan Perkins Trust – furthering the religious and charitable work of the Church of England in the parishes of Streat and Westmeston including the repair and maintenance and upkeep of the fabric of the churches in the said parishes. The PCC holds an investment account and a deposit account for this Trust.

Mabel Baines – a Restricted deposit fund is held by the PCC for income from the Mabel Baines Endowment.

Endowment – The following funds are held by the Diocese on behalf of the PCC.

St Margaret's Chancel Trust – income from the capital invested is paid into the deposit account.

Mabel Baines – the income from this investment is for repairs to the fabric and furnishings of Westmeston Church and the upkeep of its churchyard.

Lambert 1 – the income from this fund is for the upkeep of a grave and the graveyard at Westmeston Church and also for the fabric of the church.

Lambert 2 – the income from this fund is for use on the fabric of Westmeston Church, unless the R M Lambert and H C Lane memorials are not kept in good shape, in which case it is for the upkeep of St Margaret's Church in memory of A.P. Lambert's wife.

Scarfe – income from the capital is to be used for the upkeep of certain graves in Streat churchyard. Any surplus is to be used for distribution to the poor of the parish each Christmas.

Fitzhugh – the income from this fund is to be used for the upkeep of the grave in Streat churchyard. The PCC holds this investment.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON
INDEPENDENT EXAMINERS' REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
DITCHLING, STREAT AND WESTMESTON

We report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 1 to 18

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

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

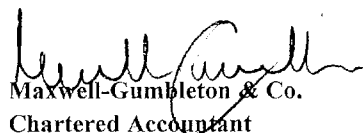
Basis of independent examiners' statement

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

Independent examiners' statement

In connection with our examination, no matter has come to our attention:

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


Maxwell-Gumbleton & Co.
Chartered Accountant

1 West Street
Lewes
East Sussex
BN7 2NZ

Date 19th April 2021