

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 2021**

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Ditchling, Streat and Westmeston Parochial Church Council

Incumbent: The Reverend 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 St Ditchling, Streat and Westmeston (the Beacon Parish) is a registered charity number 1132488.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

Annual Report for 2021

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 Annual Parochial Church Meeting on 9th May 2021 the following served as members of the Parochial Church Council:

Incumbent:	The Reverend David Wallis	Chairman
Reader:	Mrs Colyeen Blanchard	
Churchwardens	Mr Paul Charman	
	Mrs Tessa Haughton	
	Dr Keith Hine	
	Mr Mike Sewell	
Elected Members:	Mrs Margaret Bovill	Secretary
	Mr Tony Blanchard	
	Mr Simon Davey	
	Mrs Heather Evans	
	Mrs Katherine Grant	
	Mrs Sherrian Guest	
	Mr Simon James	Deanery Synod
	Sir Mark Moody-Stuart	Treasurer
	Mrs Virginia De La Pole	Verger
	Dr Robert Sansom	
	Mrs Susan Sewell	Bookkeeper

Structure, governance and management

The Parochial Church Council (PCC) 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 Number 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 Reverend David Wallis, in promoting in the ecclesiastical Parish the whole mission of the Church pastoral, evangelistic, social and ecumenical. We have considered the Charity Commission's guidance on public benefit and 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 community. The three 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 165 (168) parishioners on the church electoral roll of the Beacon Parish (figures in brackets are those for 2020). Numbers have declined from 200 in 2018. Forty-three members live outside the Parish.

Our incumbent Reverend David Wallis was on a much deferred and deserved Extended Ministerial Development Leave from mid-August to late November.

Although the three churches remained open for prayer throughout the year, for reasons of size and the need for spacing it was mainly only possible for services to be held in St Margaret's. Apart from funerals and memorial services, there were single services in St Martin's Westmeston in June and in October (harvest festival) and one in Streat in July and then again in September. In November there was also a Remembrance Service in Streat for both Streat and Westmeston as well as in St Margaret's. There were also services in St George's retirement village. From August onwards these were once or twice a month; there were ten services, seven led by laity and three communion services.

Fortunately, by December we were able to celebrate a return with Christmas carol services and Christmas Day services in all three churches, albeit with restricted numbers due to spacing and ventilation needs. Despite those restrictions attendance in person was 65 adults and 15 children at St Margaret's, 25 adults and two children at St Martin's and the same number at Streat. Attendance in all three churches for those Christmas services increased by some seventy-five percent from 2020. During advent the life-sized crib scene in St Margaret's drew many visitors. Some also visited the smaller nativity scenes in the other two churches. All classes in St Margaret's primary school visited the Prayer Spaces in St Margaret's in relays with our youth worker and there was a gathering for the Acorns Nursery and Forest School in St Martin's also led by our youth worker.

With the installation of additional Wi-Fi technology in St Margaret's during the year 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, the same as in October 2020. It is difficult to gauge online participation accurately, but we estimate that it was approximately 150 viewings per service over a week, which together with in person attendance is significantly higher than the regular Sunday attendance at all three churches combined pre-COVID.

There were 5 (2) baptisms, and 4(2) weddings. There were 14 (12) funerals, interment of ashes or memorials (figures in brackets are those for 2020).

Review of the year

1. **The PCC** met 11 times during the year (only once in person with a trial of a Zoom connection as well) with an average level of attendance of some three quarters of members, similar to last year. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.
2. **The Emmanuel Centre.** The use of the Emmanuel Centre for meetings of the youth group and other Parish activities was limited due to COVID restrictions. We did have some benefit from the hire of the Centre for dance classes etc.
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 linkages

between the church and St Margaret's Primary School are now very strong. Unfortunately, after a period of work in the last quarter of 2020, due to the closure of the school because of COVID regulations our youth worker had to be furloughed again from January until April 2021. 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. After returning, the YODAH (Youth of Ditchling and Hassocks) school group was limited to 12 children due to the primary school's COVID rules, so there had to be three separate collective worships in COVID bubbles. Gary was reading with year 2 as well. The youth group averaged seven young people a week. The May camp was attended by 21 young people. Gary also ran services for the Acorns Nursery and Forest School based in the Westmeston Parish Room, including a harvest festival in St Martin's. At the end of the year there were prayer spaces for the pupils in St Margaret's.

4. The Fabric Committee Report

In 2019 the architect carried out the Quinquennial inspection of all three churches. Follow up work was carried out in 2021 on roof tiles, with some work on the stonework of the church walls of both St Margaret's and St Martin's. In Streat, the main work was preparation for the installation of a toilet and servery and in making application not only to the Diocese but also to the many other interested parties. This has meant that the proposed work will only be able to commence in the spring of 2022. For details of main expenditure and work done see section B (iii) Church Buildings below.

6. Finance Committee

The committee met three times online during the year. 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 income tax and National Insurance. During the year a number of longstanding members retired, and new members were added. Building on work by Mike Sewell further developed by Stuart Curry a much-improved budgeting system was developed. The other main work of the committee, approved by the PCC, was the transfer of most of the PCC investments and endowments held within CCLA Investment Management funds from accumulation to income units. Due to market conditions and dividend accumulation the investments have grown in value. The change means that the dividend income can be used to fund ongoing expenditure and help to reduce the increasing financial deficit of the Parish.

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. The apparent increase in Gift Aid recovery is due to some Gift Aid from 2020 not being accrued for and which therefore show when received in 2021.

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 (and very significantly discounted) basis to prepare the accounts in the approved form.

7. Financial Review

A. Incoming Resources

- i. **The total of incoming resources** was £153,592 a decrease of some £7,000 over the £160,233 in 2020. Apart from changes in voluntary giving the major differences were a decrease of some £17,000 in grant income caused by an advance in 2020 of £13,038 for work to be done on St Margaret's and a reduction of HMRC's furlough support scheme, as well as income in 2020 from the appeals for the Ditchling Clock and Westmeston Path which together raised £15,857 (including gift aid).
- ii. **Voluntary giving** in the Parish in the form of planned and unplanned giving combined declined from some £72,690 in 2020 to £69,750. Planned Giving through standing orders and envelopes declined from £28,015 to £21,397, partly due to some regular donors leaving. On the other hand, Planned Giving through the Parish Giving Scheme increased from £32,535 to £36,506 although this was insufficient to offset the decline in giving through envelopes and standing orders. The decrease in total Planned Giving was compounded by a decrease in unplanned giving which was affected by the reduction in in person services. Collections at weddings and funerals also decreased as congregations were restricted. The decline in voluntary income is being addressed by encouraging various forms of online giving.
- iii. **Special Appeals:** The PCC continues to appeal for general funding as well as support for our youth work. Youth work has so far raised £1,250. Last year's highly successful appeal for repairs to the church path at Westmeston, which raised £6,774 including Gift Aid has essentially covered the cost of that work. A small amount now remains to be spent on repointing the path. The Giving Team continues to be very active on developing and implementing proposals (See Section 8 below).
- iv. **Legacies.** The PCC is grateful for a legacy of £1,000 from the estate of Bridget Thomson.
- v. **Grants.** The PCC is very grateful for a grant from the Turner-Dumbrell Foundation (£4,000) for churchyard upkeep in St Margaret's, and grants from the Parish Councils of Streat (£200) and Westmeston (£350) for the upkeep of the Streat and Westmeston churchyards respectively. The Turner-Dumbrell Foundation also made a grant of £725 to cover the replacement of the batteries in the defibrillators of all three churches. This will be done as each reaches its expiry date. The PCC is also grateful for a grant of £15 for the upkeep of war graves. After the very successful appeal in 2020 for the repair of the Ditchling Clock, which raised £9,105 (including Gift Aid), the clock is now fully restored and working. The Ditchling Parish Council has made a grant of £250 towards maintenance although the major work meant that no maintenance visit was needed this year.
- 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. Last year the Friends kindly advanced a grant of £13,038 to cover the Quinquennial work needed for St Margaret's. This has now been spent. The Friends made a further grant of £2,054 to cover the balance of expenditure on the church wall of St Margaret's not covered by an earlier grant from the Turner Dumbrell Foundation.
- 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. The Trust made a grant of £650 towards the costs of the Nativity scene in St Margaret's.
- viii. **Fundraising income** from events such as the Apple Day, wreath making and plant sales contributed £2,723, the easing of restrictions allowing a significant improvement on last year.

Rental of the St Margaret's carpark on a weekday to a local vendor of fruit and vegetables raised £2,295.

- ix. **Investment income** at £9,218 increased some 20% from last year due to a switch during the year of certain investments to income rather than accumulation funds. The overall value of all investments increased by 14% to £591,851. Of particular note is that in spite of the overall resource deficit, due to the good performance on investments and transfers of income from Restricted Funds our total Unrestricted Funds increased by £26,046 to £305,906.
- x. **Fees from weddings and funerals** increased to £12,511 from last year's £10,902, before fees to the Diocese of £5,980. The number of weddings increased although still fewer than prior to Covid.

B. Expenditure

- i. Total resources expended at £174,431 showed only a slight increase of some £1,200 from 2020.
- ii. The largest item was the sum of £74,300 for the Parish Share to the Diocese, almost unchanged from £74,035 last year. This Parish Share covers the housing, stipend and pension costs of the clergy, plus a sum for diocesan central costs, clergy training and a contribution to national church funds. Some 60% of the Parish Share goes on our clergy stipend, pension and housing costs, 20% on parish support services (safeguarding, youth, finance etc), 16% on training new clergy and curates and 4% on the central church and poorer dioceses. The cost of insuring our churches is now born directly by the Parish. 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 control efforts on the part of the Diocese and Deanery and all parishes paying their full share allowed the Parish Share to be held more or less constant this year. While the majority of the total Parish Share 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 in 2019. There has been ongoing work in following this up. Work was completed on the roof and wall of St Margaret's costing £8,622 including VAT, of which the final part of £4,344 was paid in 2022. Work on the roof and wall of St Martin's cost £6,834 plus £1,128 on improving drainage to protect the west wall. We are fortunate that all this work has been covered either by grants from the Friends of St Margaret's or by drawing on accumulated profits from the Swan Perkins, Mabel Baines and Lambert endowments for Streat and Westmeston. Other small amounts were spent on preparation for the work on the toilet and servery for Streat Church.
- iv. **The Emmanuel Centre.** The deficit of income against expenditure was £3,189 (income of £2,315 and expenditure of £5,504) versus last year's deficit of £315. For most of the year the Centre was not used due to COVID. Income came from the Ballet School and Fitness Club. Income and costs are shared with The Point.
- v. **Churchyards.** The cost of routine mowing was £5,921 compared to £13,435 last year (£7,567 for mowing plus £5,868 for work on the Westmeston path). Use of a new contractor reduced mowing costs. In addition, work on a wall in St Margaret's churchyard cost £6,960. Likewise, the repair of the north wall of Streat churchyard cost £5,514, shared with our neighbour. St Margaret's churchyard upkeep is supported by a very generous grant of £4,000 from the Turner-Dumbrell Foundation. The Turner Dumbrell Foundation has also allowed us to use £4,706 remaining of previous grants for St Margaret's towards the cost of the wall repair, with the balance being covered by the Friends of St Margaret's. The PCC is grateful for grants from the

Parish Councils of Streat (£200) and Westmeston (£350) for the churchyards of the respective churches.

- vi. **Donations** collected in church and then passed to charities (the Royal British Legion and St Peter and St James Hospice) amounted to £603. Last 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 and growing current deficit. The deficit of £20,839 has increased by some £8,500 from 2020 and would have been higher but for some VAT recovery from the previous year. While encouraging that giving through the Parish Giving Scheme has increased, this was more than offset by decrease of more traditional standing orders and envelopes. While some of this decrease was due to periods of lockdown, some was due to a reduction in the number of donors due to deaths or moving away. Giving at other services such as weddings and funerals was also affected by attendance so that Planned Giving plus all other collections at £69,930 before Gift Aid was not sufficient to cover our committed Parish Share of £74,300 plus day to day clergy costs and church running costs of £15,195. The deficit had 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.

Costs: Every effort is being made to reduce and contain costs but the scope is limited. We have reduced churchyard maintenance costs with a new contract, but the need for remote attendance and other requirements is resulting in greater investment in audio-visual and communication equipment.

The Youth Worker costs, shared with our neighbouring parish of Clayton with Keymer, are normally some £13,000 per year for our half share. We were grateful to receive support for the overall salary of £5,401 though payments from HMRC's furlough job protection scheme. This covered 80% of salary costs; the PCC continued to meet the remaining 20% and also the ongoing pension costs. These salary and pension costs will increase in 2022 due to inflation and increase in National Insurance

Restricted and Endowment Funds. Although the ongoing deficit is as discussed above absolutely critical, the Parish has Restricted and Endowment Funds combined of £342,470 which can be used in part to fund major works. Despite funding the work on the churches with £15,500 of accumulated income, due to the good performance of the investments the value of these Funds has grown by £25,618 or some 8 % from £316,852. The large part of these Funds relates to Streat Church and St Martin's Westmeston. The Friends of St Margaret's fund holds significant reserves committed to the fabric of St Margaret's. We are thus fortunate that the current underlying situation in relation to the preservation and maintenance of our three ancient and historic buildings is reasonably sound. However, the cost of the work on Streat church in 2022 will result in the need to realise some of the additional investments underlying the £202,660 in Designated Funds, reducing future income generation.

Streat and St. Martin's Churches. The planned installation of small servery facilities and a toilet in Streat church was yet again deferred due to lockdown restrictions but are expected to commence in the spring of 2022. These costs will have to be funded from the Streat Barn Mission Fund formed from the proceeds of £154,414 from the sale of Streat Barn in 2015. The PCC 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 expenditure in 2019 on repairing the roof of the Emmanuel Centre (shared with the Point) is being recovered by an ongoing rental rebate from the freehold owners with an extension of the lease term to 2026 to allow recovery.

A Stewardship Campaign launched in 2019 has been revitalised with the formation of a Giving Team. Much work has been done on adopting new means of giving online and with contactless donations in the churches. 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 social events and other means to cover the inevitable cost increases. Area for trimming costs will be considered where appropriate, but we need to raise at least an additional £20,000 a year taking into account our ongoing deficit.

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 continued shortfall of 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**

- a. **PCC Reserves policy** is to maintain a readily accessible cash balance of unrestricted funds (excluding property) equal to at least approximately two months' worth of average expenditure as a contingency against unforeseen situations. The closing balance this year achieved this.
- b. **Funds Invested** In spite of the deficit the overall net assets of the PCC increased from £596,712 to £648,376. This was mainly due to an increase in the value of the invested assets from £519,348 to £591,851. Given the state of the markets we cannot depend on such future growth, as a significant market reversal is always a realistic possibility. Due to the ongoing deficit PCC cash and short-term deposits including debtors decreased to £61,308 from £89,856.
- c. **The Restricted Funds** and the **Endowment Funds** together increased by £25,618 to a total of £342,470 due to market performance of the underlying investments, despite 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.
- d. **PCC investment policy.** To invest funds in either a CBF Church of England Investment Fund or 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) and the noticeboards in our churches and the Emmanuel Centre. 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.

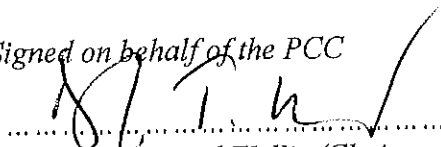
As a Parish, we follow the Church of England's safeguarding policies and practice guidance documents which have also been adopted by the Diocese of Chichester. The link to these documents and other useful safeguarding websites appear on the Parish Safeguarding tab on our website. In addition, we seek advice from the Diocese Safeguarding Team when necessary.

Tessa Haughton, Churchwarden in the Parish, is Acting Safeguarding Officer. We continue to ask others to take on this role but so far have been unsuccessful in appointing a new Safeguarding Officer.

Risk Assessments are checked annually in the Spring and prior to the APCM. Any Risk Assessments for individual events held in the Parish are completed. Currently 23 members of the Parish are checked through the Disclosure and Barring Service (DBS) and the majority of these are at an enhanced level. We check that members of the PCC and other volunteers are up to date on their training which is available through the Diocese and the Church of England.

Tessa Haughton
Acting Safeguarding Officer
February 2022

Signed on behalf of the PCC


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

Date 19 / 03 / 22

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	NOTES	2021 Unrestricted Funds	2021 Restricted Funds	2021 Endowment Funds	2021 Totals	2020 Totals Restated
		£	£	£	£	£
INCOMING RESOURCES						
Voluntary income	2a	98,004	13,245		111,249	128,752
Activities for generating funds	2b	2,723			2,723	1,386
Income from investments	2c	2,503	6,715		9,218	7,527
Church activities	2d	14,846			14,846	12,311
Other Incoming resources	2e	15,556			15,556	10,257
Total Incoming resources		133,632	19,960	0	153,592	160,233
RESOURCES EXPENDED						
Raising funds	3a	309			309	736
Church activities	3b	174,540	(418)		174,122	171,858
Total resources expended		174,849	(418)	0	174,431	172,594
NET INCOMING/ (OUTGOING) RESOURCES BEFORE TRANSFERS		(41,217)	20,378	0	(20,839)	(12,361)
GROSS TRANSFERS BETWEEN FUNDS	5	35,259	(35,259)		0	0
NET INCOMING/ (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS/(LOSSES)		(5,958)	(14,881)	0	(20,839)	(12,361)
Gains/(losses) on revaluation of fixed assets	7	32,004	23,061	17,438	72,503	73,240
Gains/(losses) on disposal of fixed assets		0	0	0	0	0
NET MOVEMENT IN FUNDS		26,046	8,180	17,438	51,664	60,879
Fund balances brought forward at 1 January 2021		279,860	187,101	129,751	596,712	535,833
Fund balances carried forward at 31 December 2021		305,906	195,281	147,189	648,376	596,712

The notes on pages 11 to 19 form an integral part of these financial statements

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

BALANCE SHEET AT 31 DECEMBER 2021

	NOTES	2021	2020
FIXED ASSETS		£	£
Investments	7	591,851	519,348
Total fixed assets		<u>591,851</u>	<u>519,348</u>
CURRENT ASSETS			
Debtors	9	13,321	2,114
Short term deposits		40,228	69,747
Cash		<u>7,759</u>	<u>17,995</u>
		61,308	89,856
CURRENT LIABILITIES			
Creditors falling due in <1 year	10	(4,783)	(12,492)
NET CURRENT ASSETS		<u>56,525</u>	<u>77,364</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>648,376</u>	<u>596,712</u>
NET ASSETS		<u>648,376</u>	<u>596,712</u>
FUNDS			
Endowment funds	11	147,189	129,751
Restricted funds	11	195,281	187,101
Unrestricted funds	11	<u>305,906</u>	<u>279,860</u>
		<u>648,376</u>	<u>596,712</u>

Signed on behalf of the RCC

The Revd David Wallis (Chairman)

Date 19/03/22

The notes on pages 11 to 19 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 2021

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 2021

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

This 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 2021

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 furnishing 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 2021

2 Income resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
a <i>Voluntary income</i>					
Planned giving	57,903			57,903	60,550
Unplanned giving	10,597			10,597	12,140
Collections at all other services	1,430			1,430	2,106
Special appeals income	1,250			1,250	12,696
Income tax recoverable	25,824			25,824	11,142
Grants		13,245		13,245	30,118
Legacies	1,000			1,000	
	98,004	13,245		111,249	128,752
b <i>Activities for generating funds</i>					
Fetes, bazaars and other fund-raising events	2,723			2,723	1,386
	2,723			2,723	1,386
c <i>Investment income</i>					
Dividends and interest	2,503	6,715		9,218	7,527
	2,503	6,715	-	9,218	7,527
d <i>Income from Church Activities</i>					
Hire of Emmanuel Centre	2,315			2,315	1,409
Hire of church buildings	20			20	-
Fees from Weddings & Funerals	12,511			12,511	10,902
	14,846			14,846	12,311
e <i>Other incoming resources</i>					
Sundry income	15,556			15,556	10,257
Insurance claims				-	-
	15,556	0		15,556	10,257
Total incoming resources	133,632	19,960	-	153,592	160,233

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2021

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
a <i>Raising Funds</i>					
Fund Raising Events costs	309			309	736
Bookstall					
	309			309	736
b <i>Church Activities</i>					
Missionary and charitable giving:					
Missionary Societies					
Relief & Development					
Secular Charities	603			603	-
Home:					
Home Mission				-	
	603	0		603	0
Ministry costs:					
Diocesan parish contribution	74,300			74,300	74,035
Other clergy costs	6,492			6,492	5,908
Church running expenses	8,703			8,703	10,478
Church maintenance	11,668	(1,568)		10,100	6,121
Upkeep of services	11,421			11,421	9,728
Upkeep of churchyard	5,921			5,921	13,435
Emmanuel Centre running costs	5,504			5,504	1,724
Youth Work	27,859			27,859	25,029
Toddler Group	42			42	-
Major repairs/restoration	16,879			16,879	19,286
Administration, stationery etc.	4,014			4,014	4,854
Independent examination fee	1,134			1,134	1,260
Miscellaneous costs	-	1,150		1,150	-
	174,540	(418)		174,122	171,858
Total resources expended	174,849	(418)		174,431	172,594

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2021

4 Staff costs

	2021	2020
	£	£
Wages and salaries	24,856	24,417
Pension costs	1,400	1,400
	<u>26,256</u>	<u>25,817</u>

Average employee numbers	3	2
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4(a) Payments to PCC members

During the year the trustee, Paul Charman, was paid £1,104 for churchyard maintenance services and the trustee, Virginia de LaPole, was paid £420 for cleaning services.

5 Analysis of transfers between funds

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £
Restricted income towards Streat	6,170	(6,170)		-
Restricted income towards Westmeston	5,507	(5,507)		
Gift aid element of special appeals	2,656	(2,656)		
Grant towards St Margarets wall repair	10,960	(10,960)		
Government furlough grant	5,401	(5,401)		
Grant towards war graves	15	(15)		-
Grants towards churchyard upkeep	4,550	(4,550)		
Total	<u>35,259</u>	<u>(35,259)</u>	-	-

5 Support costs

	Support costs £	Governance costs £	2021 £	2020 £
Independent examination fees		1,134	1,134	1,260
		<u>1,134</u>	<u>1,134</u>	<u>1,260</u>
Analysed between:				
Charitable activities		1,134	1,134	1,260

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2021

7 Investments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Market value 1 January 2021	235,160	154,437	129,751	519,348
Purchases at cost	249,281			249,281
Disposal proceeds	(249,281)			(249,281)
Revaluation of investments	32,004	23,061	17,438	72,503
Market value 31 December 2021	267,164	177,498	147,189	591,851

8 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
Investment fixed assets	267,164	177,498	147,189	591,851
Cash and deposits	32,258	15,729		47,987
Debtors	11,267	2,054		13,321
Current liabilities	(4,783)			(4,783)
	305,906	195,281	147,189	648,376

9 Debtors

	2021 £	2020 £
Income tax recoverable	8,500	1,502
Other debtors	4,821	612
	13,321	2,114

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors and accruals	4,783	12,492
	4,783	12,492

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

11 Statements of funds

	Bal b/fwd 01-Jan-21	Income	Expenditure	Transfers	Gains / (losses)	Bal c/fwd 31-Dec-21
	£	£	£	£	£	£
Unrestricted Fund						
General Fund	77,202	133,630	(174,849)	35,259	32,004	103,246
Designated						
Audrey Day	43,346					43,346
Streat Barn Mission Fund	154,414					154,414
Works	4,898	2				4,900
Total Unrestricted	279,860	133,632	(174,849)	35,259	32,004	305,906
Restricted Fund						
Ab'gavenny Proj Invst	35,583				6,241	41,824
Chancel Trust Deposit	7,216	4				7,220
Flower Guild	1,150		(1,150)			0
Choir stalls	500					500
Turner Dumbrell	4,706	4,725		(8,706)		725
Friends of St Margaret's	4,200	2,054		(6,254)		0
Other restricted income	0	5,966		(5,966)		0
Swan Perkins Trust Investment	118,854				16,820	135,674
Swan Perkins Trust Deposit	6,603	3449		(6,170)		3,882
Mabel Baines Deposit	25	360				385
Lambert 1 & 2 Trust Deposit	6,564	2,902		(5,507)		3,959
Clock Fund	509	500	1,568	(1,772)		805
Memorial Book	307					307
Westmeston Church path	884			(884)		0
	187,101	19,960	418	(35,259)	23,061	195,281
Endowment Fund						
M Baines Trust	24,564				3,514	28,078
Lambert 1 Trust	12,702				1,817	14,519
Lambert 2 Trust	91,729				12,070	103,799
W H Fitzhugh Trust	420				59	479
Scarfe Trust	336				(22)	314
	129,751				17,438	147,189

Refer to page 19 for notes on funds

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

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 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 2021 which are set out on pages 1 to 19

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 3rd May 2022