

# PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST BARTHOLOMEWS CHURCH, BURWASH

England & Wales · Charity number 1133028

## Details

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Status	Registered
Legal form	Previously excepted
Registered	2009-12-01
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Oak House Heathfield Road Burwash Etchingham TN19 7HN
Phone	01435883196
Email	<a href="mailto:woodburnjes@btinternet.com">woodburnjes@btinternet.com</a>
Website	<a href="http://saintbartholomewsburwash.org.uk">saintbartholomewsburwash.org.uk</a>

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH

**Activities:** Providing Christian services and welfare in the parish of Burwash.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£83,757	£95,248	-	-
2024-12-31	£82,766	£92,180	-	-
2023-12-31	£105,327	£106,978	-	-
2022-12-31	£119,384	£101,281	-	-
2021-12-31	£107,235	£83,965	-	-
2020-12-31	£179,542	£207,523	-	-

## Trustees

Name	Role	Appointed
CHARLES FREDERICK PETER MERCHANT		2012-12-30
Celia Margaret Merchant		2016-04-24
Francis Kenny		2024-04-28
Jonathan Frederick Gomer		2023-03-26
MR CHRIS WOODBURN		
Mary Elizabeth Westhead		2016-04-24
Rev Thomas Pelham		2021-12-20
Sally Gomer		2023-03-26
Sara Jane Stonor		2016-04-24
Thomas Travers		2026-04-25
victoria margaret patterson		2024-04-28

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# Accounts

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**ST. BARTHOLOMEW'S CHURCH, BURWASH, EAST SUSSEX  
(CHARITY REGISTRATION NUMBER 1133028)**

**TRUSTEES REPORT FOR 2024**

**1. REVIEW**

St. Bartholomew's is part of the United Benefice of St. Bartholomew's, St. Philip's Burwash Weald and St. Nicholas Etchingham. An appropriate pattern of services has been introduced to reflect this arrangement. The Church and Churchyard continue to be maintained to high standards; an "Access and Amenities" Project has been initiated with the objectives of providing kitchen and toilet facilities in the Church together with the creation of discrete areas for small gatherings and services. Close relationships are maintained with the two local primary schools at Burwash and Etchingham; several trustees serve as governors at Burwash.

**2. PUBLIC BENEFIT AND OBJECTIVES**

**2.1** In accordance with Section 4(6) of the Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008 the Trustees confirm that they have given due regard to the guidance on public benefit issued by the Charity commission when exercising their powers and duties during the period.

**2.2** St. Bartholomew's is supervised by its PCC, the Assistant Churchwardens and the Rector. It provides Church of England worship and a place of quiet reflection.

Donations are made to charities directly by the PCC and from collections at fund raising events. Collections are taken in Church for the Royal British Legion on Remembrance Sunday and for the Children's Society following the Christingle Service. A Food Bank continues to operate for the Diocesan Association for Family Support Work.

**2.3**

St. Bartholomew's supports a number of activities designed to provide outreach to the wider community. These include:

- Tuesday Drop in
- 3 C's Coffee Cake and Chat mornings
- Children' Corner
- Wednesday After School Club
- Quarterly coffee mornings and book sales
- Christmas Tree Festival and School PTFA Fair
- Remembrance Day 'Act of Remembrance'
- School services
- Parent and Toddler Group

**2.4 FINANCE**

The General Fund shows an excess of payments over receipts of £25979. This has been funded by drawing on the 'designated' Curteis Fund and the 'restricted' Morris Bequest. There is a general

trend of lower regular planned giving and other normal collections in Church. Fund raising receipts have also fallen from 2023 levels. Individual donations on special occasions have fallen sharply. Expenditure continues to rise, but in as far as is possible, is kept under strict control. The level of formal reserves within the General Fund is not considered adequate.

### **3.SUPPLEMENTARY INFORMATION**

#### **3.1 PCC MEMBERS**

##### **Ex Officio**

Thomas Pelham	Rector
Charles Merchant	Vice Chairman and Deanery Synod Member
Celia Merchant	Deanery Synod Member
Sara Stonor	Diocesan Synod and Deanery Synod Member

##### **Co-opted**

Mary Westhead	Safeguarding Officer
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##### **Elected**

Francis Kenny (2024)	
Shirley Viney (2024)	
Vicky Patterson (2024)	Foundation Governor
Joanne Brown (2018:re-elected 2021)	Foundation Governor
Sally Gomer (2023)	Planned Giving Secretary
Jonathan Gomer (2023)	
Christopher Woodburn (2022)	Honorary Treasurer

#### **PCC GOVERNANCE**

St. Bartholomew's Governing Document is the Parochial Church Councils (Powers) Measure 1956. It operates through the Parochial Church Council, its Standing Committee, Worship Group, Young People's Group, Communications Group, Fund Raising Committee and Access and Amenities Committee.

All members of the PCC have their duties and responsibilities explained to them, including their duty of care and the implications of the Charities Act 2006 and Statement of Recommended Practice 2005. They are updated on regulatory and legislative changes as these arise. In addition, all PCC members undertake Safeguarding Training. The PCC has put in place appropriate controls to minimize the likelihood of, or opportunity for, fraud or other malpractice.

Meeting Attendance in 2024

4 March 5; 3 June 9; 2 September 9; 2 December 8

#### **3.3 CHURCH ATTENDANCE AND ELECTORAL ROLL**

Electoral Roll 96; Normal Sunday attendance 43 (Average overall 53); Easter Day 93; Good Friday and Vigil 26; Christmas Eve/Day 203; School Services 3 with total attendance 740.

Approved by the Trustees on 3 March 2025.

Rector

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**PAROCHIAL CHURCH COUNCIL OF ST.BARTHOLOMEW'S CHURCH BURWASH**  
**Statement of Assets and Liabilities at 31 December 2024**

	Unrestricted Funds		Restricted Fund	All Funds 2024	All Funds 2023
	General	Designated			
<b>Monetary Assets</b>					
Bank Current Account	2860	0	657	3517	4000
CBF Deposit Fund	0	41755	7041	48796	65471
Cash with Fund Managers	0	6112	0	6112	3368
<b>Other Assets</b>					
Investments (at Market Value)	1804	406677	0	408481	387176
Glebe Field (at cost)	<u>26584</u>	<u>0</u>	<u>0</u>	<u>26584</u>	<u>26584</u>
<b>Total Assets</b>	<u>31248</u>	<u>454544</u>	<u>7698</u>	<u>493490</u>	<u>486599</u>
<b>Liabilities</b>				<u>0</u>	<u>0</u>

**Notes**

1. The Financial Statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments accounting convention.

2. No payments were made to PCC members or connected persons other than for the reimbursement of expenditure incurred on behalf of the PCC. Reimbursement was made to 2 members of the PCC totalling £2049. Net payments made to third parties on behalf of the Rector in respect of General and Water Rates amounted to £3263.

3. The cost of investments was £221616.

Approved by the PCC on 3 March 2025 and signed on its behalf by:

Reverend Thomas Pelham  
Rector

C.H.Woodburn  
Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
BARTHOLOMEW'S, BURWASH**

I report to the trustees on my examination of the accounts of Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's Church Burwash (the Trust) for the year ended 31 December 2024.

***Responsibilities and basis of report***

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

***Independent examiner's statement***

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

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) the accounts do not accord with those records

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



NICK WADE, FCA

24 February 2025

Nick Wade FCA  
The Presbytery, Spring Lane, Burwash, East Sussex, TN19 7JA

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# Accounts

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**ST. BARTHOLOMEW'S CHURCH, BURWASH, EAST SUSSEX  
(CHARITY REGISTRATION NUMBER 1133028)**

**TRUSTEES REPORT FOR 2023**

**1. REVIEW**

St. Bartholomew's is part of the United Benefice of St. Bartholomew's, St. Philip's Burwash Weald and St. Nicholas Etchingham. An appropriate pattern of services has been introduced to reflect this arrangement. The Church and Churchyard continue to be maintained to high standards ; a "Reordering" Project has been initiated with the objectives of providing kitchen and toilet facilities in the Church together with the creation of discrete areas for small gatherings and services. Close relationships are maintained with the two local primary schools at Burwash and Etchingham; several trustees serve as governors at Burwash.

**2. PUBLIC BENEFIT AND OBJECTIVES**

**2.1** In accordance with Section 4(6) of the Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008 the Trustees confirm that they have given due regard to the guidance on public benefit issued by the Charity commission when exercising their powers and duties during the period.

**2.2** St. Bartholomew's is supervised by its PCC, the Churchwarden and the Rector. It provides Church of England worship and a place of quiet reflection. Donations are made to charities directly by the PCC and from collections at fund raising events. Collections are taken in Church for the Royal British Legion on Remembrance Sunday and for the Children's Society following the Christingle Service. A Food Bank continues to operate for the Diocesan Association for Family Support Work.

**2.3**

St. Bartholomew's supports a number of activities designed to provide outreach to the wider community. These include:

- Tuesday Drop in
- 3 C's Coffee Cake and Chat mornings
- Children' Corner
- Wednesday Club
- Quarterly coffee mornings and book sales
- Xmas Tree Festival and School PTFA Fair
- Remembrance Day 'Act of Remembrance'
- School services
- Parent and Toddler Group
- Ladies @ 2.30

**2.4 FINANCE**

The General Fund shows an excess of payments over receipts of £11,553. Once again, direct comparison with 2022 is not straightforward and reference to the 2023 Financial Statement is recommended. However, there is a general trend of lower regular planned giving and other normal collections in Church. Fund raising receipts have also fallen from 2022 levels and the

Burwash Village Magazine has a significant deficit. Individual donations on special occasions have, however, risen sharply. Expenditure continues to rise, notably in respect of utilities and churchyard maintenance. The level of formal reserves within the General Fund is not considered adequate. Following agreement from the PCC access to income in the 'Unrestricted' Curteis Fund is also available for ministry costs should the need arise

### **3.SUPPLEMENTARY INFORMATION**

#### **3.1 PCC MEMBERS**

##### **Ex Officio**

Thomas Pelham	Rector
Richard Harden	Churchwarden
Charles Merchant	Vice Chairman and Deanery Synod Member
Celia Merchant	Deanery Synod Member
Sara Stonor	Diocesan Synod and Deanery Synod Member

##### **Co-opted**

Val Stevens	Ministry Team
Mary Westhead	Safeguarding Officer

##### **Elected**

Joanne Brown (2018:re-elected 2021)	Foundation Governor
Sally Gomer (2023)	Planned Giving Secretary
Jonathan Gomer (2023)	
Christopher Woodburn (2022)	Honorary Treasurer

#### **PCC GOVERNANCE**

St. Bartholomew's Governing Document is the Parochial Church Councils (Powers) Measure 1956. It operates through the Parochial Church Council, its Standing Committee, Worship Group, Young People's Group, Communications Group, Fund Raising Committee and Re-ordering Committee. All members of the PCC have their duties and responsibilities explained to them, including their duty of care and the implications of the Charities Act 2006 and Statement of Recommended Practice 2005. They are updated on regulatory and legislative changes as these arise. In addition, all PCC members undertake Safeguarding Training. The PCC has put in place appropriate controls to minimise the likelihood of, or opportunity for, fraud or other malpractice.

Meeting Attendance in 2022

6 March 12; 5 June 9; 4 September 9; 4 December 10

#### **3.3 CHURCH ATTENDANCE AND ELECTORAL ROLL**

Electoral Roll 99; Normal Sunday attendance 42 (Average overall 48); Easter Day 82; Good Friday and Vigil 25; Christmas Eve/Day 152; School Services 5 with total attendance 1118.

Approved by the Trustees on 4 March 2023.

Rector









**PAROCHIAL CHURCH COUNCIL OF ST.BARTHOLOMEW'S CHURCH BURWASH**  
**Statement of Assets and Liabilities at 31 December 2023**

	Unrestricted Funds		Restricted Fund	All Funds 2023	All Funds 2022
	General	Designated			
<b>Monetary Assets</b>					
Bank Current Account	4000	0	0	4000	12683
CBF Deposit Account	0	51798	12041	63839	71566
<b>Other Assets</b>					
Investments (at Market Value)	1750	385426	0	387176	364260
Glebe Field (at cost)	<u>26584</u>	<u>0</u>	<u>0</u>	<u>26584</u>	<u>26584</u>
<b>Total Assets</b>	<u>32334</u>	<u>437224</u>	<u>12041</u>	<u>481599</u>	<u>475093</u>
<b>Liabilities</b>				<u>0</u>	<u>0</u>

**Notes**

1. The Financial Statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments accounting convention.

2. No payments were made to PCC members or connected persons other than for the reimbursement of expenditure incurred on behalf of the PCC. Reimbursement was made to 3 members of the PCC totalling £2249. Payments made to third parties on behalf of the Rector in respect of Rectory General and Water Rates amounted to £3280.

3. The cost of investments was £221616.

Approved by the PCC on 4 March 2024 and signed on its behalf by:

Reverend Thomas Pelham  
Rector

C.H.Woodburn  
Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
BARTHOLOMEW'S, BURWASH**

I report to the trustees on my examination of the accounts of Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's Church Burwash (the Trust) for the year ended 31 December 2023.

***Responsibilities and basis of report***

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

***Independent examiner's statement***

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

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) the accounts do not accord with those records

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



NICK WADE, FCA

19 February 2024

Nick Wade FCA  
The Presbytery, Spring Lane, Burwash, East Sussex, TN19 7JA

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# Accounts

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## **ST. BARTHOLOMEW'S CHURCH, BURWASH, EAST SUSSEX**

### **TRUSTEES ANNUAL REPORT FOR 2022**

#### **1. REVIEW**

##### **1.1 ACTIVITIES**

In common with other Parishes, the activities of St. Bartholomew's have emerged from the Covid 19 pandemic. Fund raising has resumed and a new pattern of services has been introduced. The new Rector, the Reverend Thomas Pelham who was licenced on 20 December 2021, has been warmly welcomed to the Parish. Maintenance of the Church and Churchyard has continued; a "Reordering" Project has been initiated with the objectives of providing kitchen and toilet facilities in the Church together with the creation of discrete areas for small gatherings and services.

In the united Benefice of St. Bartholomew's, St. Philip's Burwash Weald and St. Nicholas Etchingam work to bring the three parishes into a coherent whole has continued and Benefice services now take place regularly. Close relationships are maintained with the two local primary schools at Burwash and Etchingam; several trustees serve as governors at Burwash.

##### **1.2 PUBLIC BENEFIT AND OBJECTIVES**

###### **1.2.1**

In accordance with Section 4(6) of the Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008 the Trustees confirm that they have given due regard to the guidance on public benefit issued by the Charity Commission when exercising their powers and duties during the period.

###### **1.2.2**

St. Bartholomew's Church is an inclusive and welcoming community; it exists through the generosity of benefactors of an earlier age and continues under the supervision of the PCC, the Churchwardens and the Rector. It provides Church of England Christian worship for the parish of Burwash and a place of quiet reflection for all.

Individual members of the congregation make donations to charity through specific collections both within and outside the Church. In addition, donations are made to charities directly by the PCC, and also from collections at informal fund raising events. Collections are taken in Church for the Royal British Legion Poppy Appeal on Remembrance Sunday and for The Children's Society following the Christingle Service. A Food Bank continues to operate for the benefit of the Diocesan Association for Family Support Work.

###### **1.2.3**

One objective of St. Bartholomew's is to be a focal point of the Village; the Burwash Village Magazine which is published both on line and in hard copy, plays a significant part in this. In addition a number of activities designed to provide outreach to the wider community, have now recommenced. These include:

- Tuesday Drop in
- 3 C's Coffee Cake and chat mornings
- Children's Corner

- Quarterly coffee mornings and book sales
- Xmas Tree Festival and School PTFA Fair
- Remembrance Day 'Act of Remembrance'
- School services

Two new activities are now under way; they are a 'Parent and Toddler' Group and "Ladies @ 2.30" (formerly 'The Burwash Women's Group').

The Church is now open during daylight hours and is again welcoming many visitors.

### 1.3 FINANCE

The General fund shows an excess of receipts over payments of £9,491, largely due to the receipt of a substantial donations towards the "Reordering" Project. Planned giving receipts have maintained 2021 levels. Other collections in Church have increased slightly and Fund Raising has shown a marked improvement .

The level of formal reserves within the General Fund is considered adequate. Following agreement from the PCC access to income in the ' Unrestricted' Curteis Fund is also available for ministry costs should the need arise.

## 2. SUPPLEMENTARY INFORMATION

### 2.1 PCC MEMBERS AT THE APCM, 22 May 2022 UPDATED TO 14 JUNE 2022

	ELECTED	RE-ELECTED	RETIRE	STATUS
Thomas Pelham	Ex.Off			
Jo Brown	2018	2021	2024	Foundation Governor
Gary Churchill	2016	2019	2022	
David Dunham	2019		2022	Asst. Churchwarden. Resigned Nov.21
Richard Harden	Ex.Off			Churchwarden from Sept 2020
Maureen Jenner	2017	2020	2023	
Charles Merchant	Ex.Off			Deanery Synod & Vice Chairman
Celia Merchant	Ex.Off			Deanery Synod
Vicky Patterson	Ex.Off			Churchwarden from April 2015 & Foundation Governor
Val Stevens	Co-Op			Ministry Team
Andrew Schofield	2020		2023	Resigned 14 June 2022
Hilary Stewart	2017	2020	2023	Young People
Sara Stonor	Ex.Off			Deanery & Diocesan Synod
Rachel Thomson	2018	2021	2024	
Mary Westhead	Co.Op			Safeguarding Officer
Christopher Woodburn	2022	2025	2028	Hon.Treasurer from 2016

6 Elected Members [5 after 14 June 2022]

6 Ex. Officio members

2 Co-opted members

14 (13 after 14 June 2022)

## **2.2 PCC GOVERNANCE**

Charity Registration: 1 December 2009

Charity Number 1133028

Governing Document: Parochial Church Councils (Powers) Measure 1956

Address: c/o St. Bartholomew's Church, High street, Burwash, East Sussex TN19 7EH

### Committees

Standing Committee, Worship Group, Young People's Group, Communications Group, Fund Raising Committee, Building Re-ordering Committee.

### Induction and Training

All members of the PCC have their duties and responsibilities explained to them, including their duty of care and the implications of the Charities Act 2006 and Statement of Recommended Practice 2005. They are updated on regulatory and legislative changes as these arise. In addition, all PCC members undertake Safeguarding Training.

### Risk Analysis

The PCC has put in place appropriate controls to minimise the likelihood of, or opportunity for, fraud or other malpractice. These are reviewed by the PCC from time to time. They include the requirement for two trustees to sign cheques or other instructions to the PCC's bankers. In addition, a financial report is presented for review to each PCC meeting.

### Meeting Attendance in 2022

7 March 14

6 June 11

5 September 12

5 December 7

## **2.3 CHURCH ATTENDANCE AND ELECTORAL ROLL**

Electoral Roll 99

Normal Sunday attendance 44 (Average overall 54)

Easter Day 90

Good Friday and Vigil 25

Christmas Eve/Day 222

School Services 5 with total attendance 1080

Approved by the Trustees on 6 March 2023

Rector

**PAROCHIAL CHURCH COUNCIL OF ST.BARTHOLOMEW'S CHURCH BURWASH**  
**Statement of Assets and Liabilities at 31 December 2022**

	Unrestricted Funds		Restricted Fund	All Funds 2022	All Funds 2021
	General	Designated			
<b>Monetary Assets</b>					
Bank Current Account	12410	0	273	12683	15664
CBF Deposit Account	17902	39441	14223	71566	50566
<b>Other Assets</b>					
Investments (at Market Value)	1659	362601	0	364260	377998
Glebe Field (at cost)	<u>26584</u>	<u>0</u>	<u>0</u>	<u>26584</u>	<u>26584</u>
<b>Total Assets</b>	<u>58555</u>	<u>402042</u>	<u>14496</u>	<u>475093</u>	<u>470812</u>
<b>Liabilities</b>				<u>0</u>	<u>0</u>

**Notes**

1. The Financial Statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments accounting convention.

2. No payments were made to PCC members or connected persons other than for the reimbursement of expenditure incurred on behalf of the PCC. Reimbursement was made to 4 members of the PCC totalling £3060. Payments made to third parties on behalf of the Rector in respect of Rectory General and Water Rates amounted to £3740.

3. The cost of investments was £221616.

Approved by the PCC on 6 March 2023 and signed on its behalf by

Reverend Thomas Pelham  
Rector

C.H.Woodburn  
Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
BARTHOLOMEW'S, BURWASH**

I report to the trustees on my examination of the accounts of Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's Church Burwash (the Trust) for the year ended 31 December 2022.

***Responsibilities and basis of report***

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

***Independent examiner's statement***

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

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) the accounts do not accord with those records

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



NICK WADE, ACA

20 February 2023

Nick Wade ACA  
The Presbytery, Spring Lane, Burwash, East Sussex, TN19 7JA

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# Accounts

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## **ST. BARTHOLOMEW'S CHURCH, BURWASH, EAST SUSSEX**

### **TRUSTEES ANNUAL REPORT FOR 2021**

#### **1. REVIEW**

##### **1.1 ACTIVITIES**

In common with other Parishes, the activities of St. Bartholomew's have again been curtailed by the Covid 19 pandemic. With the notable exception of the Xmas Tree Festival, fund raising has largely been put on hold and a new restricted pattern of services has been introduced. A new Rector, the Reverend Thomas Pelham was licenced on 20 December and warmly welcomed to the Parish. Maintenance of the Church and Churchyard has continued and the final payment has been made for the re-tiling of the Nave roofs of the North and South Aisles, which was completed in the Autumn of 2020.

In the united Benefice of St. Bartholomew's, St. Philip's Burwash Weald and St. Nicholas Etchingham work to bring the three parishes into a coherent whole has also been frustrated by the pandemic and has proceeded slowly. It is expected to resume quarterly benefice services in 2022. Close relationships are maintained with the two local primary schools at Burwash and Etchingham; several trustees serve as governors at Burwash.

##### **1.2 PUBLIC BENEFIT AND OBJECTIVES**

###### **1.2.1**

In accordance with Section 4(6) of the Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008 the Trustees confirm that they have given due regard to the guidance on public benefit issued by the Charity commission when exercising their powers and duties during the period.

###### **1.2.2**

St. Bartholomew's Church is an inclusive and welcoming community; it exists through the generosity of benefactors of an earlier age and continues under the supervision of the PCC, the Churchwardens and the Rector. It provides Church of England Christian worship for the parish of Burwash and a place of quiet reflection for all.

Individual members of the congregation make donations to charity through specific collections both within and outside the Church. In addition, donations are made to charities directly by the PCC, and also from collections at informal fund raising events. Collections are taken in Church for the Royal British Legion Poppy Appeal on Remembrance Sunday and for The Children's Society following the Christingle Service. A Food Bank continues to operate for the benefit of the Diocesan Association for Family Support Work.

###### **1.2.3**

One objective of St. Bartholomew's is to be a focal point of the Village; the Burwash Village Magazine which is published both on line and in hard copy, plays a significant part in this. In addition a number of activities designed to provide outreach to the wider community, have now slowly recommenced. These include:

- Tuesday Drop in

- 3 C's Coffee Cake and chat mornings
- Children's Corner
- Quarterly coffee mornings and book sales
- Xmas Tree Festival and School PTFA Fair
- Remembrance Day 'Act of Remembrance'
- School services

The Church is now open during daylight hours and is again welcoming many visitors.

### 1.3 FINANCE

The General fund shows an excess of receipts over payments of £14989, largely due to the receipt of a substantial legacy and a successful grant claim from the 'Listed Places of Worship Scheme' following the substantial roof repairs carried out in 2020. In recognition of its contribution to the costs of this project, a transfer of part of the grant received was made to the Friends of St. Bartholomew's. Planned giving receipts have maintained 2020 levels. Other collections in Church and fund raising are also about the same as the low levels of 2020.

The level of formal reserves within the General Fund is considered adequate. Access to Curteis Fund income is also available for ministry costs should the need arise.

## 2. SUPPLEMENTARY INFORMATION

### 2.1 PCC MEMBERS AT THE APCM, 25 APRIL 2021 AS AMENDED NOVEMBER 2021

	ELECTED	RE-ELECTED	RETIRE	STATUS
Vacant				
Jo Brown	2018	2021	2024	Foundation Governor
Gary Churchill	2016	2019	2022	
David Dunham	2019		2022	Asst. Churchwarden. Resigned Nov.21
Richard Harden	Ex.Off			Churchwarden from Sept 2020
Maureen Jenner	2017	2020	2023	
Charles Merchant	Ex.Off			Deanery Synod & Vice Chairman
Celia Merchant	Ex.Off			Deanery Synod
Vicky Patterson	Ex.Off			Churchwarden from April 2015
Andrew Schofield	2020		2023	
Hilary Stewart	2017	2020	2023	Sunday Club
Sara Stonor	Ex.Off			Deanery & Diocesan Synod
Rachel Thomson	2018	2021	2024	
Shirley Viney	2016	2019	2022	
Mary Westhead	Co.Op			Safeguarding Officer
Christopher Woodburn	Co.Op			Hon.Treasurer from 2016

7 Elected Members [8 until Nov.21]

5 Ex. Officio members

2 Co-opted members

14

### 2.2 PCC GOVERNANCE

Charity Registration: 1 December 2009

Charity Number 1133028

Governing Document: Parochial Church Councils (Powers) Measure 1956

Address: c/o St. Bartholomew's Church, High street, Burwash, East Sussex TN19 7EH

### Committees

Standing Committee, Worship Group, Young People's Group, Communications Group, Fund Raising Committee.

### Induction and Training

All members of the PCC have their duties and responsibilities explained to them, including their duty of care and the implications of the Charities Act 2006 and Statement of Recommended Practice 2005. They are updated on regulatory and legislative changes as these arise. In addition, all PCC members undertake Safeguarding Training.

### Risk Analysis

The PCC has put in place appropriate controls to minimise the likelihood of, or opportunity for, fraud or other malpractice. These are reviewed by the PCC from time to time. They include the requirement for two trustees to sign cheques or other instructions to the PCC's bankers. In addition, a financial statement and report is presented for review to each PCC meeting.

### Meeting Attendance in 2021

March 17

June 14

September 11

December 11

## **2.3 CHURCH ATTENDANCE AND ELECTORAL ROLL**

Electoral Roll 102

Normal Sunday attendance 32 (Average overall 34)

Easter Day 62

Good Friday 20

Harvest Festival 222

Carol Service 211

Christmas Eve/Day 156

School Services 2

Approved by the Trustees on 7 March 2022

Rector

**PAROCHIAL CHURCH COUNCIL OF ST.BARTHOLOMEW'S CHURCH BURWASH**  
**Financial Statement for the Year Ended 31 December 2021**  
**Receipts and Payments**

	Unrestricted Funds		Restricted Fund	All Funds Total	All Funds 2020
	General	Designated			
<b>Receipts</b>					
<i>Voluntary Receipts</i>					
Planned giving	34341			34341	33280
Collections	3328			3328	2684
Tax Recovered	8998			8998	11568
Grants	16838			16838	1500
Legacy	10000			10000	0
Donations and Sundry Receipts	4313			4313	5408
Roof Repair Funding	<u>0</u>			<u>0</u>	<u>101000</u>
	77818			77818	155440
<i>Trading Activities</i>					
Burwash Village Magazine	3471			3471	3829
Fund Raising	<u>3173</u>			<u>3173</u>	<u>2277</u>
	<u>6644</u>			<u>6644</u>	<u>6106</u>
<i>Charitable Activities -Fees</i>	<u>11126</u>			<u>11126</u>	<u>7442</u>
<i>Investment Income - Interest &amp; Dividends</i>	<u>59</u>	<u>11572</u>	<u>16</u>	<u>11647</u>	<u>10554</u>
<b>Total Receipts</b>	<u>95647</u>	<u>11572</u>	<u>16</u>	<u>107235</u>	<u>179542</u>
<b>Payments</b>					
Charitable Giving	1050			1050	892
Parish Share	54177			54177	54225
Statutory Fees	3172			3172	0
Insurance	3371			3371	3363
Church running expenses	2416			2416	4056
Clergy Support	2739			2739	4608
Cost of Services	3206			3206	1560
Burwash Village Magazine	5047			5047	3572
Church Roof Repairs	2225			2225	90706
Contribution to Church Roof repairs	0			0	32000
Other Building and Churchyard maintenance	3255	3307		6562	9823
Presentations	0			0	2718
<b>Total Payments</b>	<u>80658</u>	<u>3307</u>	<u>0</u>	<u>83965</u>	<u>207523</u>
<b>Excess of Receipts over Payments</b>	<u>14989</u>	<u>8265</u>	<u>16</u>	<u>23270</u>	<u>-27981</u>
<b>Transfer to Friends of St. Bartholomew's</b>	9265			9265	
<b>Net Gain</b>	<u>5724</u>	<u>8265</u>	<u>16</u>	<u>14005</u>	
Balance with bankers at 1 January	15181	21176	15868	52225	80206
Balance with bankers at 31 December					
on Current Account	15484	0	180	15664	9924
on Deposit	<u>5421</u>	<u>29441</u>	<u>15704</u>	<u>50566</u>	<u>42301</u>
	<u>20905</u>	<u>29441</u>	<u>15884</u>	<u>66230</u>	<u>52225</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST  
BARTHOLOMEW'S, BURWASH**

I report to the trustees on my examination of the accounts of Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's Church Burwash (the Trust) for the year ended 31 December 2021.

***Responsibilities and basis of report***

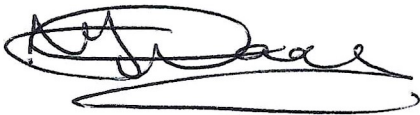
As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

***Independent examiner's statement***

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

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) the accounts do not accord with those records

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



NICK WADE, ACA

15 February 2022

Nick Wade ACA  
The Presbytery, Spring Lane, Burwash, East Sussex, TN19 7JA