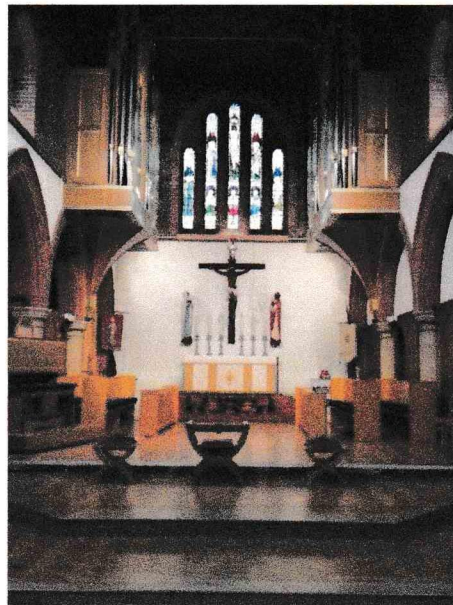


**The Parish of Whyke, St. George
Rumboldswyke, St. Mary
& Portfield, All Saints**

Diocese of Chichester



TRUSTEES' ANNUAL REPORT 2020

With accounts and financial statements for the year ending

31st December 2020

Presented to the Annual Parochial Church Meeting on

30 May 2021

Incumbent: Vacant

Registered Charity No. 1133301

**Parish of Whyke, St George,
Rumboldswyke, St Mary
and Portfield, All Saints**

Annual Parochial Church Meeting

CONTENTS

- 1. Agenda**
- 2. Minutes of the previous year's meeting, 11th October 2020**
- 3. Trustees' Annual Report on the proceedings of the PCC and activities of the parish during 2020**
- 4. Financial statements of the PCC for the year ending 31st December 2020 and Independent Examiner's Report**
- 5. Churchwardens' Report on the Fabric & Furnishings of the Church**
- 6. Deanery Synod Report**
- 7. Safeguarding Report**

PARISH OF WHYKE, St George, RUMBOLDSWYKE, St Mary and PORTFIELD, All Saints

The Annual Parochial Meeting (APM) and the Annual Parochial Church Meeting (APCM) will take place on Sunday 30 May 2021 @ 11.30am in St George's Church

AGENDA

1. Welcome
2. Apologies for absence
- 3. Annual Parish Meeting**
 - Election of Churchwardens

Annual Parochial Church Meeting

4. Approval of the Minutes from the previous year's meeting, 11th October 2020
5. Any matters arising from the Minutes
6. Election of representatives to the Parochial Church Council (PCC)
7. Appointment of Independent Examiner
8. Report on the Electoral Roll
9. Trustees' Annual Report on the proceedings of the PCC and activities of the parish during 2020
10. Financial statements of the PCC for the year ending 31 December 2020 and Independent Examiner's Report
11. Churchwardens' Report on the Fabric and Furnishings of the Church
12. Deanery Synod Report
13. Safeguarding Report
14. Any Other Business

**Parish of Whyke, St. George with Rumboldswyke, St. Mary
and Portfield, All Saints**

**The Minutes of the Annual Parochial Meeting (APM) and the Annual Parochial Church
Meeting (APCM) on Sunday 11th October 2020,
held after the 10am Parish Mass at St. George's Church**

1. **Welcome** - Fr John Hall opened the meeting with prayer and welcomed 32 attendees to the APM and the APCM.
2. **Apologies for absence** were received from Elizabeth Carlisle, Richard Carlisle, Christine Harrison and Sue Howell Evans.
3. **Annual Parish Meeting** – Ken Green was standing down from office, having served six consecutive years as churchwarden. Fr John paid tribute to Ken's long and dedicated service to St. George's in a variety of roles. His knowledge of fabric and maintenance issues and legal processes had been invaluable. In recognition of Ken's commitment to the church, the PCC had agreed that he should be awarded the honorary title of Churchwarden Emeritus and Fr John was pleased to confer this upon him now. Ken was then presented with a gift and responded with thanks.

Election of Churchwardens

Nominations had been received from two candidates: Geraldine Burrows, standing for re-election, *Proposer* Fred Corbin, *Seconder* Jenny Harding;

Jill Merry, *Proposer* Geoff Merry, *Seconder* Greg James.

There being no other nominations both were duly elected. Jill expressed her thanks to those who had elected her. Although she felt inadequate for the role, with God's help and guidance she would do her best for the parish.

The APM closed.

Annual Parochial Church Meeting

4. Approval of the Minutes from the previous year's meeting, 28th April 2019

The Minutes of the previous year's meeting had been circulated in advance and all with in attendance agreed that they were a true account of the APCM for 2019. Fr John signed the Minutes on behalf of all present.

5. Any matters arising from the Minutes – None.

6. Election of representatives to the Deanery Synod

Three candidates, Geraldine Burrows, Fred Corbin and Sian Thomas, were seeking re-election for a three year term. All were duly elected. As Mavis Dolton was not seeking re-election, a fourth representative was sought and volunteers were asked to speak to Geraldine. During the course of the meeting Neville Stevenson-Watt offered to serve and so was duly elected.

7. Election of representatives to the Parochial Church Council (PCC)

Six candidates had offered themselves for election: Sue Bainbridge, Mavis Dolton, Ken Green, Jenny Harding, Mary Howick and Catherine James. All had been proposed and seconded and so were duly elected. In order to adhere to the practice of a third of the elected membership standing down each year, four would serve for a three year term of office and two for the two year term. The duration of each individual would be drawn by lot at the first meeting of the new PCC.

8. Appointment of Independent Examiner

Canon David Nason had confirmed that he was willing to continue as Independent Examiner. All present were in agreement that he should be re-appointed for a further year.

9. Report on the Electoral Roll

Rosemary Lay reported that the revised electoral roll stood at 159 persons. During the course of the year four names had been removed through death, another four had moved away and five names had been added.

10. Trustees' Annual Report on the proceedings of the PCC and activities of the parish during 2019

Fr John, who had been appointed by Bishop Martin to serve as a sequestrator alongside the churchwardens and Rural Dean, reported that he had found St. George's to be in good spirits and a place of mutual support. The report was received and accepted without further comment.

11. Financial statements of the PCC for the year ending 31 December 2019

Jane Martin reported on the financial statements for 2019. The total funds carried forward at the end of the year amount to £72,798 (including nearly £10,000 for the replacement west doors). This compared fairly favourably with the previous year. Overall income was £500 up on 2018, including a small legacy. Expenditure was £700 higher than in 2018 but included electrical work, new heaters in the Lady Chapel, tree works and an increased Parish Share. Income from the hire of the Centenary Centre increased by £1,300 and income from trading and fundraising rose by £1,500. Income from planned giving had decreased, possibly reflecting an aging congregation. She also noted that the Parish Giving Scheme had not been taken up by many people.

Jane then reported on the impact that Covid-19 had made on parish finances in 2020. Income was likely to be £15,000 down at the end of the year, necessitating the PCC to authorise the drawing of £12,000 from reserves in order to meet its liabilities. This was not a sustainable position and the situation remained worrying as we look ahead to 2021. Planned giving from standing orders was approximately £400 lower per month than pre-pandemic, whilst Centre hire and fundraising had been virtually wiped out. The PCC was committed to honouring its Parish Share pledge of £65,000 for the current year but would not be able to maintain it at that level in 2021. Although there had been some reduction in church running costs during lockdown, bills were starting to come in again and emergency tree pruning had been costly.

Jane expressed her thanks to all who had been able to give a bit extra during the year. Some very generous donations had been received! Information would be going into the parish newsletter about the various ways of contributing financially, including yellow envelopes for Gift Aid donations, blue envelopes for non-taxpayers, and the Parish Giving Scheme for regular giving. A contactless giving machine was also due to be purchased.

On behalf of the meeting, Fr John expressed his thanks to Jane for all her hard work as treasurer throughout the year and for preparing and maintaining the accounts. The independently examined financial statements were then received.

12. Churchwardens' Report on the Fabric and Furnishings of the church

The report contained within the Trustees' Annual Report was noted. Additionally, the churchwardens reported that an application had been submitted to Chichester District Council for the removal of the large Monterey Cypress tree. The estimated cost of taking it down was £5,000. Indications from the Council suggested that permission would be forthcoming, conditional on one or two new smaller trees being planted.

Ongoing cleaning of the gutters and gullies was being undertaken by a volunteer. Funding was in place for the replacement of the west doors and it was hoped that the new doors might be in place by Christmas.

13. Deanery Synod Report

The report on the proceedings of the Deanery Synod during 2019 contained within the Trustees' Annual Report was noted.

14. Safeguarding Report

The Safeguarding report contained within the Trustees' Annual Report was received without question or comment.

15. Any Other Business

On behalf of all present, Fr John expressed thanks to Geraldine for her tireless work as churchwarden, much of which is unseen by others. He stated that churchwardens have an important role in sustaining the life of a church, both in practical and spiritual terms, especially during a vacancy.

Fr John also expressed thanks to Sara and Edward Fildes for their continuing care of St. Mary's churchyard; to Sarah Pack, J-Team leader; our webmaster, Steve Blighton-Sande; and to Rosemary Lay, who keeps everything working smoothly in the parish office. He commented on how pleased he was to be attached to St. George's. All present expressed their delight at his presence here too.

16. Closing prayer

The meeting closed with prayer at 12.30pm.

Trustees' Annual Report

of

The Parochial Church Council of the Ecclesiastical Parish of

**Whyke, St George with Rumboldswyke, St Mary
and Portfield, All Saints**

For the year ending 31st December 2020

Website: www.whyke.info

Incumbent: Vacant

Independent Examiner: Canon David Nason

Bankers: Barclays Bank, East Street, Chichester PO19 1HR

Registered Charity No. 1133301

St George's, Whyke, Chichester

Trustees' Annual Report for 2020

This report follows the guidance documents produced by the Diocese for use in the preparation of the Parochial Church Council (PCC) Statutory Annual Report under English Law as required by the Charity Commission.

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical
- To know Jesus better and make Him better known
- Providing practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay
- Providing financial support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

In an extraordinary year in which the entire world found itself in the midst of a global pandemic and most activities had to be stopped or severely curtailed, the PCC remained conscious of the Charity Commission's guidance on public benefit and, the specific guidance on 'charities for the advancement of religion'.

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

The impact of Covid-19 on worshipping communities during 2020 was immense and St. George's was no exception. Nevertheless, we have continued to seek to meet the needs of both the regular worshipping congregation and the wider community by:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Putting faith into practice, through prayer and scripture, music and sacrament
- Offering worship and prayer, and learning about the Gospel
- Provision of pastoral care for people living in the parish
- Maintaining the fabric of the church building as a focus of church and social life in the parish.

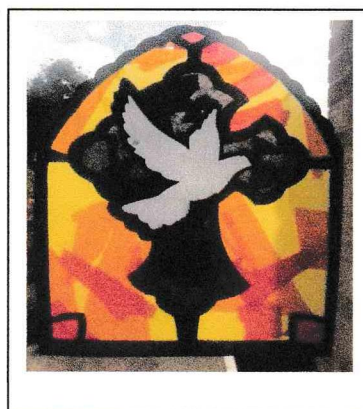
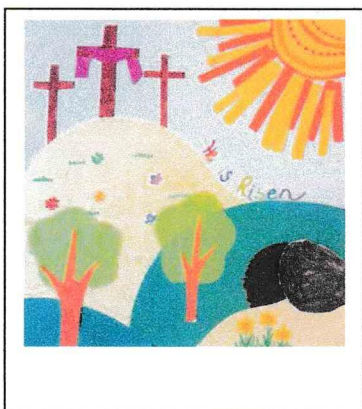
What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. We wish to welcome anyone from all walks of life to take part in the life of the church. We maintain that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

The familiar pattern of the liturgical year started normally and we observed Epiphany, Candlemas and Ash Wednesday. All this changed abruptly on 17 March 2020 with the suspension of public worship throughout the Church of England. With Fr Toby having left the parish in February at the conclusion of his curacy, March also brought the surprise news that Fr Tim would also be leaving us to move to a new parish in Worthing. Our churchwardens at the time, Ken and Geraldine, rallied and worked hard to produce a weekly newsletter for all members of St. George's. Copies were distributed by email and a print version delivered to those without internet access.

Although we were able to keep the church building open for private prayer, Holy Week and Easter took a very different form with the Cathedral and a number of churches in the diocese streaming socially distanced liturgies. It presented a steep technological learning curve for many!



With thanks to George Cross for these lovely Easter pictures.

Other casualties of the restrictions included Monday Tots, led by members of the church family that brings together pre-school children and their parents, the weekly J-Team (Sunday School) and the popular Bible Study group.

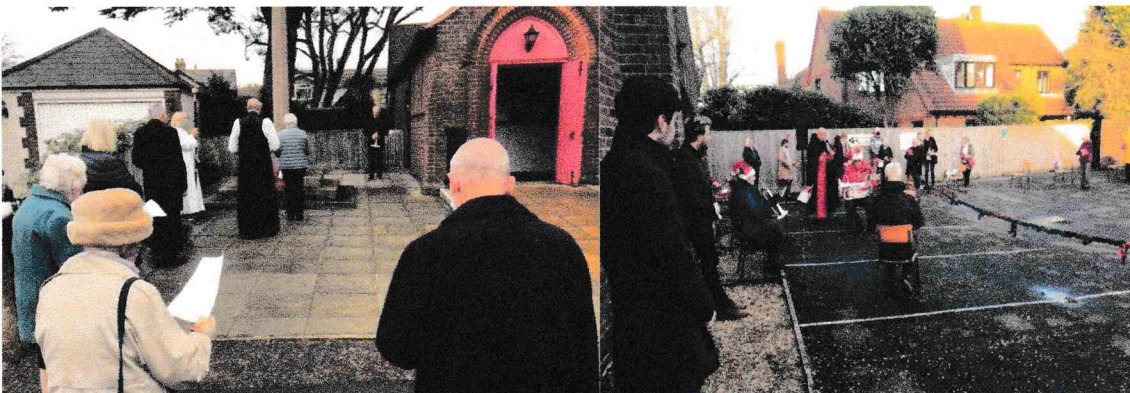
With infection rates dropping and after a careful risk assessment, public worship was able to resume on Sunday 19th July. This took a very different form though as corporate singing was forbidden, chairs were spaced apart and communion was given in one kind. The wearing of face coverings was mandatory, as was the sanitising of hands. The teams of Holy Dusters became Holy Sanitisers, ensuring that the church was kept scrupulously clean and that all hygiene regulations were adhered to. A second lockdown meant that public worship was suspended once again during November.



All at St. George's have been grateful that organ accompaniment to services has continued to be permitted and we are fortunate to have a Director of Music as dedicated as Sue Howell Evans. It was also a delight during August to have Kenji Luc play the cello during Communion, accompanied by Yuriko Luc. Whilst opportunities for the **Parish Choir** to sing have been few, members have met online using Zoom.

We were pleased to be able to celebrate Harvest Thanksgiving on 4th October. The average regular Sunday attendance counted during October was 57 adults and 4 children.

To mark Remembrance Sunday a small socially distanced service was held by the war memorial and on 20th December people gathered to enjoy carols in the car park.



Christmas as always was a very special time of celebration. The midnight Mass was brought forward to 7pm on Christmas Eve and was attended by 46 people, whilst 39 people attended Mass on Christmas Day.

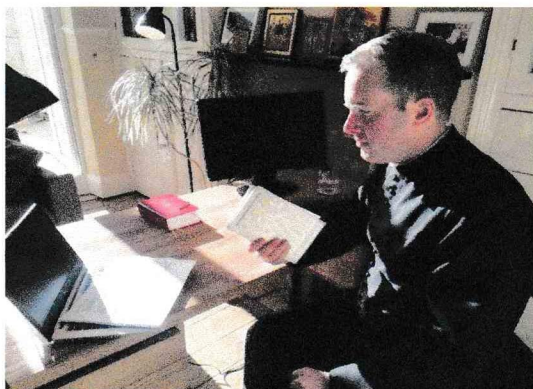
Teaching, baptising and nurturing new and existing believers

Despite the restrictions, our church continues to be recognised by parishioners and others as a space where life events are celebrated with joy and thanksgiving. During 2020 1 wedding and 1 funeral were held in church. Sadly, lockdown prevented children being prepared for and admitted to Holy Communion, nor were there any baptisms or confirmations.

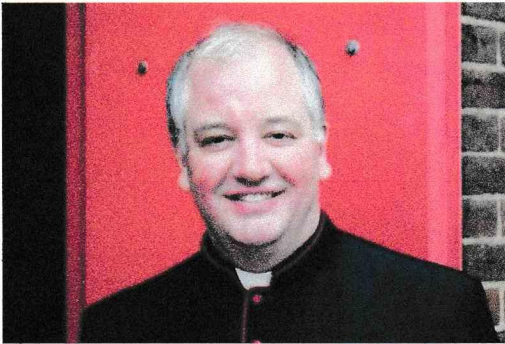
Clergy moves



In February we said farewell to our much loved curate, Fr Toby who moved to his first incumbency in Swindon. We had hoped to be able to attend his licensing in March but sadly the service could not go ahead in its usual form and Fr Toby was instead licensed remotely by the Bishop of Bristol using Skype.



Members of 'Tea & Chat' wish Fr Toby good luck for the future.



Although we could not worship together, nor express our thanks for his ministry and give him the farewell that we would have wished for, Fr Tim remained as Rector of St. George's until he was licensed to his new parish in Worthing on 28th May.



During the Interregnum, St. George's has been incredibly fortunate to benefit from the ministry of several retired clergy. Fr John Hall has been the mainstay of this, ably supported by Bishop Michael Langrish and Fr Lawson Nagel. We have also enjoyed visits from Bishop Martin and Archdeacon Luke. Fr John also generously accepted Bishop Martin's invitation in July to serve as a sequestrator of the benefice alongside the churchwardens and Rural Dean.

Evangelism and outreach

Sadly, the popular Wednesday afternoon '**Tea & Chat**' sessions had to be paused in March and all look forward to the time when it will be possible to gather together again.

The St George's Ramblers group, open to all, whether members of the church or not, managed to clock up three walks during the winter months. In January, the group explored Brandy Hole Copse and the Centurion Way and were then treated to a delicious lunch at Colette Gray's home; February's destination was Hotham Park, the Bognor seafront and Felpham, the latter once being the home of the poet and artist, William Blake. Fr Tim was once the Rector there too! March saw the group enjoying a magnificent display of wild daffodils in West Dean Woods and then onto the South Downs Way. The walks are not overly long, usually between 4.5-5 miles, utilise car sharing and enable walkers to get to know one another in a companionable and easy going environment.



Care for others

Regrettably, Covid-19 meant that the Friday Lunch Club had to cease operating and the provision of meals for the Street Homeless was transferred to one central location at St. Pancras Church Hall. Members of St. George's continue to be involved in the HEART charity: Geoff Merry serves as a trustee and Chris Harrison advises on Safeguarding. Tins and dry goods from the store cupboard were donated to HEART, along with the balance of funds held by the PCC for the project.

During 2020 there has also been a marked increase in the number of people using foodbanks. Donating to the Chichester foodbank is another way in which members of St. George's are able to care for our neighbours and we are grateful to Sue Bainbridge and Tom Batting for coordinating this.

Provision of the church building for people to enjoy

St. George's usually enjoys a rich pattern of events spread throughout the year. Sadly, the church's community choir WRAP literally had to be kept under wraps, nor could the Last Friday concerts that showcase so much local talent go ahead. Covid-19 has diminished opportunities for us to engage with our neighbours and left everyone the poorer for it.

A brief period in the summer when restrictions were slightly less stringent, presented an opportunity to bring members of the church family together in the form of two coffee mornings. A full risk assessment was carried out and the Centenary Centre was cleaned and sanitised. Tables and chairs were laid out far apart and with hot sunny weather we were able to make full use of the Rectory garden. Whilst it was not possible to extend the invitation to the general public, these events enabled friends who might not have had any social contact for months to enjoy an all too brief moment of normality. They also raised a welcome £570 for church funds.



The wearing of face masks when in public places became mandatory during the year. Sue Bainbridge made and sold brightly coloured face masks. Her efforts raised sufficient funds to enable a new St. George's flag to be bought and also boosted the flower fund.



Sue also co-ordinated three mini Christmas markets held in the Centenary Centre after Mass during Advent. Each week had a theme: craft items, homemade cakes and floral Christmas table decorations. Together with a raffle, the three mornings raised a magnificent £819.80 for church funds. Thanks are due to everyone who helped and contributed to the success of the coffee mornings and mini markets.

Provision of pastoral care for people living in the parish

During the Interregnum discreet pastoral care has continued for anyone in need of a listening ear, sacramental care or other form of support.

Charitable giving

Although fundraising activities were severely curtailed during the year, £779 was donated to the Heart for Homeless Project.

Financial Review

Incoming and outgoing resources

The pandemic placed a considerable strain on our financial resources during the year and necessitated drawing upon reserves. Whilst total Income dropped by £30,000, economies made in expenditure could not cancel out the deficit.

Sharing ministry costs of the Diocese of Chichester

The largest expenditure for the PCC was the Parish Share to the Diocese which for 2020 was £65,000, amounting to a 4.85% increase on 2019. Regrettably, we have had to reduce our pledge for 2021 to £55,000. The Parish Share goes towards meeting the costs of clergy stipends, housing, training and pensions, as well as national church responsibilities.

The PCC also pays to insure the church with Ecclesiastical Insurance. The cost of the policy in 2020 was £2,476.

Staff Costs

Our organist, who is also a trustee, received payment of £3,260 during 2020 and a further £399 was expended on employer social security costs for her.

Trustee payments and expenses

The PCC paid council tax, water and environment charges of £1,303 for the Rectory and £305 for the Assistant Curate's housing.

Trustee payments amounting to £1,268.88 have been made for the reimbursement of purchases made on behalf of the PCC.

Office costs

The PCC is fortunate in that office administration is carried out by able and hard-working volunteers. There have been no major purchases for the office during 2020.

Money held in reserve

It is PCC policy to invest temporarily surplus general funds with the CBF Church of England Deposit Fund, returning proportionately these funds to our current account as and when finances are required to pay day-to-day bills. As at the end of December our reserves consist of £14,969 and the CBF Church of England Investment Fund has a credit balance of £25,693

As well as holding the above general reserves, from time to time the PCC may receive restricted legacies for expenditure on purposes defined by the donor. We aim to expend such money as soon as possible after receiving a legacy, depending on the specific objectives of the donor.

Structure, Governance and Management of the Charity

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011, its governing document is the Parochial Church Councils (Powers) Measure 1956.

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

Ex Officio members

Incumbent:	The Revd Canon Timothy Peskett	(Until May 2020)
Asst. Curate:	The Revd Toby Boutle	(Until February 2020)
Sequestrator	The Very Revd John Hall	(From July 2020)
Churchwardens:	Kenneth Green	(Until Oct 2020)
	Geraldine Burrows	Vice-Chair from Oct 2020
	Jill Merry	(From Oct 2020)
Deanery Synod:	Geraldine Burrows	
	Fred Corbin	
	Mavis Dolton	(Until 30 Nov 2020)
	Neville Stevenson-Watt	(From 1 Dec 2020)
	Sian Thomas	

Elected Members:

Sue Bainbridge	
Mavis Dolton	
Nikki Edge	
Ken Green	(From 11 Oct 2020)
Jenny Harding	PCC Secretary
Susan Howell Evans	
Mary Howick	Safeguarding Officer
Catherine James	(From 11 Oct 2020)
Kim McNamee	DBS Administrator
Jane Martin	Treasurer
Garry Long	
Jill Merry	(Until 11 Oct 2020)
Tim Ratledge	Resigned 28 May 2020
Neville Stevenson-Watt	

The Trustees' Annual Report was approved by the PCC and signed on their behalf by Geraldine Burrows, PCC Lay Vice-Chair.

G.M. BOUTLE

Date 30th March 2021

Statement of Financial Activities

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	<i>Total Funds 2019</i>
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	61,316	651	-	61,967	81,963
Charitable activities	1,520	-	-	1,520	1,638
Other trading activities	2,953	-	-	2,953	13,247
Investments	867	16	-	883	1,057
Other receipts	-	-	-	-	-
Total income	66,656	667	-	67,323	97,905
Expenditure on:					
Raising funds	-	-	-	-	-
Charitable activities	78,186	2,949	-	81,135	88,994
Other trading activities	727	-	-	727	1,258
Other expenditure	-	-	-	-	-
Total expenditure	78,913	2,949	-	81,862	90,252
Net gains (or losses) on investments	818	127	-	945	613
Net income or (net expenditure)	(11,439)	(2,155)	-	(13,594)	8,266
Transfers between funds	-	-	-	-	-
	(11,439)	(2,155)	-	(13,594)	8,266
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
Net movement in funds	(11,439)	(2,155)	-	(13,594)	8,266
Total funds brought forward	50,705	22,093	-	72,798	64,532
Total funds carried forward	39,266	19,938	-	59,204	72,798

Balance Sheet

Our financial position and summary of funds at the year end were:

	Total Funds 2020	<i>Total Funds 2019</i>
	£	£
Intangible assets	-	-
Tangible assets	-	-
Heritage assets	-	-
Endowed investments	26,195	25,251
Total fixed assets	26,195	25,251
Stocks	-	-
Debtors	2,360	3,443
Investments	-	-
Cash at bank and in hand	32,246	45,059
Total current assets	34,606	48,502
Creditors: Amounts falling due within one year	(1,597)	(955)
Net current assets or (liabilities)	33,009	47,547
Total assets less current liabilities	59,204	72,798
Creditors: Amounts falling due after more than one year	-	-
Provisions for liabilities	-	-
Total net assets or (liabilities)	59,204	72,798
The funds of the charity:		
Endowment funds	24,021	23,203
Restricted income funds	19,938	22,093
Unrestricted funds	15,245	27,502
Revaluation reserve	-	-
Total unrestricted funds	15,245	27,502
Total charity funds	59,204	72,798

This Financial Report for the year ended 31st December 2020, including the notes following, was approved by the PCC and signed on its behalf by

C. M. Buhola

Date 21st March 2021

Notes to the financial report

Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds for which the capital must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

Income and endowments

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of the Centre hire and concerts: for the year in which the event occurs, irrespective of date of receipt.

Investment income

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

Expenditure

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Fixed assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

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 financial statements. For other property acquired prior to *(date)* there is insufficient cost information available and therefore the cost of such assets is stated at a nominal £1 in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 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. The rates generally applicable are:

Land	Nil
Buildings	Nil
Fixtures and fittings	20%
Audio visual	33%
Office equipment	25%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

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

Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
Planned giving (excl. tax refunds)	38,715	-	-	38,715	42,712
Planned giving (no tax refunds)	3,349	200	-	3,549	4,288
Loose cash collections	2,418	-	-	2,418	6,066
All Other Giving	6,354	399	-	6,753	15,281
Gift Aid recoverable	10,147	52	-	10,199	13,616
Legacies	-	-	-	-	-
Grants	333	-	-	333	-
Donations and legacies	£61,316	£651	-	£61,967	£81,963
Fees for weddings & funerals	1,520	-	-	1,520	1,638
Charitable activities	£1,520	-	-	£1,520	£1,638
Summer fete & Christmas market	820	-	-	820	2,752
Last Friday Concerts	-	-	-	-	3,502
Other Trading activities	1,327	-	-	1,327	1,794
Church centre hiring fees	795	-	-	795	5,160
Jenny's Books	11	-	-	11	39
Other trading activities	£2,953	-	-	£2,953	£13,247
Bank & CBF deposit interest	430	16	-	446	538
CBF investment fund dividend	437	-	-	437	520
Rent from letting of investment property	-	-	-	-	-
Investments	£867	£16	-	£883	£1,058
Other receipts	-	-	-	-	-
Total income and endowments on all funds	£66,656	£667	-	£67,323	£97,906

Analysis of expenditure

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	<i>Total Funds 2019</i>
	£	£	£	£	£
Special appeals costs	-	-	-	-	-
Stewardship costs	-	-	-	-	-
Grants costs	-	-	-	-	-
Investment management costs	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Cost of raising funds	-	-	-	-	-
Missionary & Charitable Giving	-	779	-	779	1,060
Diocesan parish share	65,000	-	-	65,000	62,000
Parsonage House Expenses	1,303	-	-	1,303	3,090
Curate House Expenses	305	-	-	305	1,705
Ecclesiastical Church Insurance	2,476	-	-	2,476	2,476
Parish Training & Mission	6	-	-	6	37
Salaries and honoraria incl NI	3,659	-	-	3,659	5,075
Upkeep of services	762	373	-	1,135	3,497
Church running costs	1,193	65	-	1,258	4,367
Church maintenance and repair	3,424	1,002	-	4,426	5,062
Upkeep of churchyard	58	730	-	788	248
Ministry Expenses	-	-	-	-	92
Depreciation	-	-	-	-	-
Governance	-	-	-	-	285
Cost of charitable activities	£78,186	£2,949	-	£81,135	<i>£88,994</i>
Church Centre maintenance	451	-	-	451	619
Other Trading Costs	276	-	-	276	639
Cost of other trading activities	£727	-	-	£727	<i>£1,258</i>
Total expended on all funds	£78,913	£2,949	-	£81,862	<i>£90,252</i>

Missionary and Charitable Giving

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	<i>Total Funds 2019</i>
	£	£	£	£	£
<i>Heart for Homeless Project</i>	-	779	-	779	-
	-	779	-	779	-

Staff Costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	<i>Total Funds 2019</i>
	£	£	£	£	£
Remuneration					
<i>Wages and salaries</i>	3,260	-	-	3,260	5,075
<i>Employer social security costs</i>	399	-	-	399	-
<i>Employer pension costs</i>	-	-	-	-	-
	3,659	-	-	3,659	5,075

Payments to PCC members

Susan Howell Evans received £3659 for playing the organ.

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

- a) Clergy support: Council tax, water and environment charges totalling £1608
- b) 6 members received reimbursement for purchases made on behalf of the PCC amounting to £1268.88

No person received remuneration in excess of £60,000.

Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2020	<i>Total Funds 2019</i>
	£	£	£	£	£
<i>Independent examination</i>	-	-	-	-	-
<i>Accounts production</i>	-	-	-	-	-
<i>Bookkeeping</i>	-	-	-	-	285
	-	-	-	-	285

Fixed assets - Investments

	<u>Unrestricted Fund</u>	<u>Restricted Fund/s</u>	<u>Endowed Fund/s</u>	<u>Total Funds 2020</u>
	£	£	£	£
Market value 1 January 2020	23,203	2,048	-	25,251
Disposals at carrying value	-	-	-	-
Purchases at cost	-	-	-	-
Net gains and revaluation	818	126	-	944
Market value 31 December 2020	£24,021	£2,174	-	£26,195

Net assets by fund

	<u>Unrestricted Funds</u>	<u>Restricted Fund/s</u>	<u>Endowed Fund/s</u>	<u>Total Funds 2020</u>	<i>Total Funds 2019</i>
	£	£	£	£	£
Fixed assets for church use	-	-	-	-	-
Investment fixed assets	24,021	2,174	-	26,195	25,251
Current assets (except cash)	2,308	52	-	2,360	3,443
Cash at bank and on deposit	14,534	17,712	-	32,246	45,059
Current liabilities	(1,597)	-	-	(1,597)	(955)
Long term liabilities	-	-	-	-	-
	£39,266	£19,938	-	£59,204	£72,798

Debtors

	<u>Unrestricted Funds</u>	<u>Restricted Fund/s</u>	<u>Endowed Fund/s</u>	<u>Total Funds 2020</u>	<i>Total Funds 2019</i>
	£	£	£	£	£
Gift Aid recoverable	2,308	52	-	2,360	3,036
Prepayments and accrued income	-	-	-	-	-
Other debtors	-	-	-	-	407
	£2,308	£52	-	£2,360	£3,443

Creditors: amounts falling due within one year

	Unrestricted <u>Funds</u>	Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total Funds <u>2020</u>	Total Funds <u>2019</u>
	£	£	£	£	£
Deferred income	-	-	-	-	-
Roof Repair Work from Insurance Claim	1,162	-	-	1,162	-
Other creditors	435	-	-	435	955
	£1,597	-	-	£1,597	<i>£955</i>

Prior year Statement of Financial Activities comparative figures for this year

	Unrestricted <u>Fund</u>	Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total Funds <u>2019</u>
	£	£	£	£
Income and endowments from:				
Donations and legacies	69,618	12,345	-	81,963
Charitable activities	1,638	-	-	1,638
Other trading activities	13,247	-	-	13,247
Investments	1,038	19	-	1,057
Other receipts	-	-	-	-
Total income	85,541	12,364	-	97,905
Expenditure on:				
Raising funds	-	-	-	-
Charitable activities	86,314	2,680	-	88,994
Other trading activities	1,258	-	-	1,258
Other expenditure	-	-	-	-
Total expenditure	87,572	2,680	-	90,252
Net gains (or losses) on investments	508	104		612
Net income or (net expenditure)	(1,522)	9,788	-	8,265
Transfers between funds	-	-	-	-
	(1,522)	9,788	-	8,265
Other recognised gains/(losses):				
Gains/(losses) on revaluation of fixed assets	-	-	-	-
Other gains/(losses)	-	-	-	-
<i>Reconciliation of funds:</i>				
Net movement in funds	(1,522)	9,788	-	8,266
Total funds brought forward	52,227	12,305	-	64,532
Total funds carried forward	50,705	22,093	-	72,798

Statement of funds

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
Langdale Avenue 110001327F	10,299	-	-	363	10,662
Portfield Hall 110001266F	12,904	-	-	455	13,359
Total of all endowed funds	23,203	-	-	818	24,021
Churchyard	2,002	216	(730)	18	1,506
Flower Fund	705	335	(373)	-	667
Flower Tin	200	-	-	-	200
Friday Lunch Fund	663	116	(779)	-	-
Organ & Choir	597	-	-	-	597
New Doors	9,704	-	(1,002)	-	8,702
Kay Glover Fund	70	-	(65)	-	5
ChiDC (S 106 Planning)	610	-	-	-	610
Girls Choir	247	-	-	-	247
Iris Woodhams Fund	5,732	-	-	-	5,732
CBF Investment 610278001F	1,563	-	-	109	1,672
Total of all restricted funds	22,093	667	(2,949)	127	19,938
General fund	27,502	66,656	(78,913)	-	15,245
Total of all unrestricted funds	27,502	66,656	(78,913)	-	15,245
Total funds	£72,798	£67,323	£(81,862)	£945	£59,204

Independent Examiner's Report to the PCC of St George's Church, Chichester for the Year Ended 31st December, 2020

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of Whyke, Rumboldswyke and Portfield, Chichester, on the annual report for the year ended 31st December 2020.

Respective responsibilities of trustees and examiner:

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's statement:

My 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 the 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 examiner's statement:

In connection with my examination, no matter has come to my attention (other than that disclosed below in Section B *)

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

* Please delete the words in the (brackets) if they do not apply

Examiner's signature

David Nason.

Examiner's name (CAPITALS)

DAVID NASON.

Date

17th MAY 2021.

Examiner's address

'The Grables', Hambrook Hill South
Hambrook, Chichester. PO18 8WJ

Relevant professional qualifications (if any)

Fellow of the Institute of Chartered Accountants

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems *for example:*

- accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts;
- any material expenditure or action which appears not to be in accordance with the trusts of the charity;
- any failure to be provided with information and explanations by any past or present trustee, officer or employee; and
- any material inconsistency between the accounts and the trustees' annual report.

Give here brief details of any items that the examiner wishes to disclose

CHURCHWARDENS' ANNUAL REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

At St George's the year 2020 was dominated by two events, the Interregnum and the Coronavirus Pandemic.

Our Assistant Curate, Father Toby Boutle said farewell to us at the end of February to take up an appointment as Vicar of the Parish of New Town in Swindon and Father Tim left in April to become Vicar of St John the Divine in West Worthing.

Government restrictions on the use of the church and the Centre meant the cessation of many regular activities including Sunday worship. At that time, the wardens decided to institute a weekly newsletter with the aim of keeping all informed of such news as there was, this proved to be very popular and we have continued to send it out each week.

Sunday services were eventually resumed in a limited form, including maintaining 'social distancing' and have continued since, although many churches decided to close to corporate worship during the lockdown in December.

During the time the Church was closed we spent time in planning and preparing for the felling of the Monterey Cypress tree located behind the War Memorial. The situation had become urgent due to falling branches and therefore a danger. As the tree had a Tree Preservation Order on it, this entailed getting District Council approval as well as a faculty from the Diocese. Then there was the business of obtaining estimates from contractors to carry out the work. We are able to report that the tree was finally taken down in February 2021.

The other big project which we progressed with during the year was the replacement of the main doors to the Church in the West Porch. Our church architect was employed to prepare the necessary plans and obtain Diocesan approval, the project was then sent out for competitive tender with the contract eventually being awarded to Messrs T Couzens and Sons of West Marden. This project is planned for completion early in 2021. Due to the national lockdowns, and a build-up of other outstanding work the commencement of the project had to be delayed but as of February 2021 the doors are currently being made.

Other tasks that have either been completed during 2020 or continue as outstanding are as follows:

- After many years, the South Porch was reoiled, giving the wood a new lease of life.
- The parking bays in the church car park were repainted along with the South Porch step and walkway leading up to the West Doors, including the black metal handrail.
- Resulting from two separate incidents strip lighting was installed at the altar dais highlighting that there is a step.

- During 2020 rain water had started to seep through the bell rope channel into the Lady Chapel. Resulting from an inspection it was found the cup that should fit over the channel had become detached and the external bell cable had become frayed causing difficulty in the pulling of the bell rope. As of February 2021 realigning of the cup and replacement of the cable is still outstanding but a contractor has been found who has indicated interest in carrying out the necessary repair.
- During this time of Interregnum a weekly inspection is carried out of the vacant rectory, inside and out, as required by the insurance company.

We continue to express our sincere thanks to both Sara and Edward Hands for the dedication they give in ensuring the upkeep of St Mary's churchyard. For those who have not yet discovered this place of tranquillity, it is well worth a visit.

In October Ken Green stood down as Churchwarden, having served the six-year period allowed, his place was taken by Jill Merry. We should also note that Geoff Merry has taken on the duties of Health and Safety Officer, thus relieving the wardens of an onerous but essential task.

Our hopes for a short interregnum has not come about but we have been reassured that this delay is to enable the right person to be appointed as our Rector. We would like to pay tribute to the support and guidance given by Father John Hall [The Very Revd John Hall KCVO] who was appointed as a sequestrator to the parish for the period of the vacancy, St George's owes him a huge debt. We would also like to express our sincere thanks to Bishop Martin, Bishop Michael Langrish, The Archdeacon Fr Luke and Fr Lawson Nagel who have given of their time in ensuring Sunday Mass has been able to continue on a regular basis.

Geraldine Burrows & Jill Merry
Churchwardens

Ken Green
Churchwarden Emeritus

February 2021

Report on the proceedings of the Deanery Synod

Due to the Coronavirus Pandemic there were just two Deanery Synod meetings during 2020 instead of the usual three, the first was in March and held at St Wilfrid's Church, Parklands and the second meeting in October was held via Zoom.

The meeting in March was the final meeting of the 2017-2020 Synod of Chichester Deanery. Members of the Synod are elected at their APCM for a three-year period and elections for the period 2020-2023 would be taking place at the next APCM.

The main theme of the evening was about sharing good practice.

Liz Yonge from St Paul's Church, the co-ordinator of the Chichester Hub, gave a clear and helpful presentation on the work of The Hub, inspiring new children's workers in the Deanery, providing group training on practical and safeguarding issues.

Darren Lewis from St Pancras Church gave an inspirational presentation about his work as Youth Minister at St Pancras, providing encouragement in young people's work throughout their stages of development, emphasising that not all young people progress at the same rate, taking them steadily through Outreach, Transition and then Discipleship.

The meeting in October was the annual Deanery Finance meeting, and invitations were extended to all treasurers and churchwardens. For this meeting three attendees from St George's were able to attend via Zoom, including our Treasurer.

The meeting was led by The Archdeacon, Fr Luke Irvine-Capel and the Rural Dean, Fr David Jarratt.

As the Deanery Treasurer had retired from the post at the previous meeting an appeal was made for someone to step forward to take on this very important role.

Documents had been made available prior to the meeting, one explaining how the parish share is calculated and one explaining what each parish has to pay.

Those attending heard from Gabrielle Higgins, Diocesan Secretary on how well some churches across the Diocese are achieving their financial goals along with their contribution to the Household of Faith, encouraging lasting faith in young people and offering vocations in lay ministry.

Geraldine Burrows

Fred Corbin

Mavis Dolton (until 30 November 2020)

Neville Stevenson-Watt (from 1 December 2020)

Sian Thomas

Deanery Synod Representatives

Safeguarding report - St George's Church, Whyke

March 2021

Covid-19 Pandemic

For the past year the Covid-19 pandemic has dramatically decreased the amount of activities at St George's, with the following groups all seeing activity paused:

- J Team
- Tots Group
- St George's Choir
- Communion Club

This significant reduction in church activity has resulted in a decrease in all related safeguarding processes and procedures, including DBS (Disclosure and Barring Service) checks for volunteers. The Safeguarding Officer and DBS Administrative Officer remain contactable should issues or concerns arise.

The Church of England's Child and Adult Safeguarding Protection Training (C1 module) is available online for members of St George's to undertake. This training is compulsory for all those eligible for a DBS check. It is also open to all church members. Leadership officers are required to undertake the C2 leadership module. Whilst the training is currently only available online it is envisaged that face to face training sessions will be made available again once coronavirus restrictions are eased.

Kim McNamee continues as the DBS (Disclosure and Barring Service) Administrator.

All DBS checks for St George's are up to date. Kim keeps up to date with any changes to volunteer roles or new members whose role requires a DBS check.

All DBS checks are valid for 5 years. The DBS Administrator will ensure that new checks are carried out prior to the validation end date.

The church has adopted a Safeguarding Adults policy, which provides guidance and sets out procedures, should safeguarding concerns about an adult be raised.

Level one of the Diocese of Chichester's new safeguarding programme, SQP, was obtained last year. This programme aims to improve safeguarding at parish level. As part of this J Team, church choir, Monday Tots and Servers now have a folder containing all relevant safeguarding policies and forms. These folders will be reviewed over the next few months as activities begin to restart.

There were no safeguarding issues reported in 2020.

Report by: Kim McNamee, DBS Administrator and Mary Howick, Safeguarding Officer
29.03.2020