



The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Charity number: 1133732

Unaudited

Trustees' report and financial statements

For the year ended 31 December 2021

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

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The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Reference and administrative details of the Charity, its Trustees and advisers For the year ended 31 December 2021

Trustees	Revd John William Challis Maureen Williams Steve Christie Jeanette Fido Robert Anthony Beasley, (Until 2023) Wendy Margaret Barrett, (Until 2023) Geraldine Simmans, (Until 2022) (Resigned 4 October 2021) Yvonne Elizabeth Hammill, (Until 2024) Joan Margaret Bull, (Until 2022) Janette Penn, (Until 2023) James George Edwin Rushman, (Until 2022) Margaret Treacy, (Until 2023) Elizabeth Wand, (Until 2022) Nicholas Wand, (Until 2022) Peter French, (Until 2023) Anne French, (Until 2023) Susan Holmes, (Until 2023) David Lowen, (Until 2023) Lois Christine Thompson, (Until 2023)
Charity number	1133732
Principal office	The Church Office St Mary's Centre Grassmere Close Felpham West Sussex PO22 7NU
Independent Examiner	Victor Cox c/o St Mary's Centre Grassmere Close Felpham West Sussex PO22 7NU
Incumbent	Revd John William Challis
Wardens	Maureen Williams (Lay Vice Chair) (Until 2022) Steve Christie (Until 2022)
Deputy Wardens	Russell McCarthy (Until 2022) Matthew Copeland (Until 2022)
Treasurer	Robert Anthony Beasley
PCC Secretary	Jeanette Fido (Until 2022)
Deanery Synod	Wendy Margaret Barrett (Until 2023) Janette Penn (Until 2023) Margaret Treacy (Until 2023) Lois Christine Thompson (Until 2023)
Diocesan Synod	Wendy Margaret Barrett (Ex-Officio to July 2021)
Safeguarding Officer	Joan Margaret Bull (Until 2022)

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Trustees' report

For the year ended 31 December 2021

The Trustees present their annual report together with the financial statements of the Charity for the 1 January 2021 to 31 December 2021.

St Mary's Church is situated in Felpham Road, Felpham. It is part of the Diocese of Chichester within the Church of England. All correspondence should be addressed to the Rector, The Church Office, St Mary's Centre, Grassmere Close, Felpham, West Sussex. PO22 7NU

Objectives and activities

a. Policies and objectives

The primary objective of St Mary's PCC 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, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The main objectives of the PCC are:

- The consideration and discussion of matters concerning the Church of England, or any other matters of religious or public interest;
- Making known, and putting into effect, any provision made by the Diocesan Synod, or the Deanery Synod, but without prejudice to the powers of the council on any particular matter;
- Giving advice to the Diocesan Synod and the Deanery Synod on any matter referred to the council;
- Raising such matters, as the council consider appropriate, with the Diocesan Synod or Deanery Synod.
- Maintenance of St Mary's Church and St Mary's Centre in Felpham.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Activities undertaken to achieve objectives

In working to achieve these objectives the PCC has supported or initiated the following activities during the year:

- To support the PCC's plan of spreading the mission and outreach of St Mary's Church in making Jesus Christ known in this parish.
- The PCC agreed to follow the guidelines from the Archdeacon and spend at least twenty minutes of each meeting discussing our mission plans.
- A total of £4,000 plus £996 allocated for the community food table, being a total of £4,996 (2020: £5,000) was donated to charities.
- The PCC is grateful for the efforts of volunteers who are involved at every level in the activities of the church. Hundreds of hours are given in pursuit of the church's objectives.

**Trustees' report (continued)
For the year ended 31 December 2021**

Objectives and activities (continued)

c. Main activities undertaken to further the Charity's purposes for the public benefit

In accordance with our duties as stated in section 17(5) of the Charities Act we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit is demonstrated through our activities and achievements, and as detailed throughout the reports below.

As we pull out of Covid there have been many community based events and it is with thanks to the Social and Fund raising team for many these.

Baptisms have been few and far between during the past Covid year but they are now being booked in at almost one every other Sunday

St Mary's continues to support BTPS and has a strong presence on the Governing body with foundation members and the Rector as Chair of the GB. New Foundations governors are required and volunteers from the church community are most welcome

The Hub, a new venture based up at BTPS has started to take shape. This is where St Mary's will use the building that we own on the site of the School for the wider community. From cafe to a place of study and learning, to worship and youth work.

St Mary's have been strongly using the St Mary's centre for the wider community. Many organisations that are not church based use these facilities.

d. Future plans

As we draw out of Covid and the pandemic our plans will focus on the Mission Action Plan and the team to lead this will be formed.

The Hub needs a team to lead and support it and it will be a major part of our outreach and mission.

We need to appoint a new architect and have our quinquennial undertaken.

The two Youth clubs have been slow to restart from Covid. Children have had two years of doing others things. The Teenage Youth club is established now and the younger club is feeding it with members. These need to grow and consolidate.

We have lost the bereavement group and it is always on our minds on how we can support better those who mourn.

Looking at our liturgy and developing our Sunday services is also on our agenda.

**Trustees' report (continued)
For the year ended 31 December 2021**

(continued)

a. Main achievements of the Charity

Church Attendance

At the first of January 2022 there were 201 parishioners on the church electoral roll, 138 residents within the parish (68.7%) and 63 non-resident in the parish (31.3%). The average weekly attendance in 2021 during the Covid19 pandemic was 58 in person, plus a significant number joining services online.

Review of the Year

The full PCC met 6 times during the year. The average level of attendance was 96%. Committees met between PCC meetings and minutes of their deliberations were received by the full PCC and discussed where necessary. Notes of the proceedings of the PCC's meetings are included in the parish magazine when possible and appropriate. The following paragraphs summarise the work of the PCC in 2021:

- The PCC consider the development of Mission and produce a new MAP (Mission Action Plan)
- The PCC has undertaken a lot of parish business, faculties, reordering of the baptistry etc
- Finances going out of the Pandemic has been carefully monitored by the PCC
- The PCC has been proud to support many events run by the social and fund raising committee, the Rector and others
- The PCC have been aware that a Quinquennial is due and did instruct the Architect to undertake it this year. Unfortunately the Architect was cutting down her work load and starting the process to retire. This has meant the PCC deciding not to appoint a new Architect until the new Churchwarden and PCC are appointed.
- The church and St Mary's Centre were significantly impacted by the Covid 19 pandemic. The PCC notes that attendance at worship has suffered. The hiring of the Centre is returning and mission but be a priority for the PCC and the whole church community

Trustees' report (continued)
For the year ended 31 December 2021

(continued)

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

It is the PCC policy to maintain a balance on unrestricted funds (if possible), which is at least twelve months' unrestricted payments, to cover emergency situations that may arise from time to time and to support irregular cashflow. The balance of £249,692 (2020: £234,902) on unrestricted funds at the year end is in line with this policy.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Trustees' report (continued) For the year ended 31 December 2021

c. Treasurer's financial report

The total income for the year was £147,246, compared to £133,856 in 2020, being an increase of £13,390.

The total expenditure for the year was £162,692, compared to £112,928 in 2020, being an increase of £49,764.

The total gains on investments for the year was £29,797, compared to £14,558 in 2020, being an increase of £15,239.

The resultant surplus for the year was £14,351, compared to a surplus of £35,486 in 2020. £17,000 of this surplus relates to legacies received in the year, of which £15,000 was received shortly before the year end.

Further details on specific items of income and expenditure are noted below.

Income

Total income from freewill giving and from the hiring of the centre has increased in the year compared to 2020 due to the impact of the Covid 19 pandemic lessening in the year. A detailed breakdown can be seen within Notes 2 to 6, on pages 24 to 28.

Total income from standing orders was £34,411, compared to £36,888 in 2020, being a decrease of £2,477.

Donations received via the Parish Giving Scheme (PGS) was £6,240, compared to £1,678 in 2020, being an increase of £4,562. Giving by the PGS is a simple and secure method for donors and reduces the administration work required by the PCC.

During the year legacies of £17,000 were received, compared to £25,000 in 2020, being a decrease of £8,000.

As noted last year the PCC is addressing two issues, firstly the general year on year decline in freewill giving, and the amount of individual contributions which can be subject to gift aid. During 2020 new donation methods were introduced. Uptake of these has continued to increase resulting in income in the year as follows:

- Paypal donations of £766, compared to £566 in 2020, being an increase of £200.
- Paypal giving fund donations of £958, compared to £1,934 in 2020, being a decrease of £976.
- Contactless giving in the church of £4,858, compared to £706 in 2020, being an increase of £4,152.

The centre was closed for periods during 2021, as in 2020. The income from the rental of the centre was £20,090, compared to £13,258 in 2020, being an increase of £6,832. For comparison the rental in 2019 pre Covid 19 was £33,742.

Restricted grants totalling £4,000 were received in the year from Arun District Council to contribute towards the running costs of the centre during periods of closure during the pandemic. Grants totalling £3,500 were also received from the Sussex Community Foundation towards the running costs of the community food table.

Expenditure

The major expenditure in 2021 were as follows:

- Parish share was £78,015 compared to £37,018 in 2020, being an increase of £40,997. The PCC has pledged to meet 105% of the parish ministry costs allocated to it in 2022 and an aspirational pledge for 2025 of 110%.
- Giving to charities was £4,000 to external charities and £996 allocated for the community foodtable, being a total of £4,996, compared to £5,000 in 2020.
- Church building repairs were £9,120 compared to £7,713 in 2020, being an increase of £1,407. This year a substantial amount was incurred in relation to roof repairs and the dialwork and clock hands. These costs were offset against insurance claims totalling £6,241 as seen in note 6.
- Churchyard expenses were £1,932 compared to £413 in 2020, an increase of £1,519.
- Centre costs were £26,640 compared to £22,260 in 2020, being an increase of £4,380.
- Fixed asset additions in the year were £27,384 (see note 13) in relation to the purchase of the new sound system.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Trustees' report (continued) For the year ended 31 December 2021

Structure, governance and management

a. Constitution

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham is a registered charity, number 1133732, and is constituted under a Trust deed.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Membership and responsibilities

Membership of the PCC is determined under the Church Representation Rules and consists of the ex-officio members (the Rector, the Treasurer, PCC Secretary and the Diocesan Synod representative); the churchwardens are elected annually at the meeting for that purpose; 4 members of the Deanery Synod, and a set proportion of those on the Electoral Roll of the church are elected at the APCM. Members may also be co-opted. Members of the church are encouraged to stand for election to the PCC to try to ensure a balance of skills and experience where possible.

The PCC is responsible for a wide range of matters affecting the parish including compliance with health and safety, disability legislation and child protection. In their capacity as trustees, members of the PCC are responsible for the stewardship of funds and for the appropriate accounting and reporting of the parish finances.

The PCC works to ensure that each member of the committee is equipped to fulfil their role. New members of the PCC are invited to discuss their role and responsibilities at the first meeting held after the APCM in each year. The PCC secretary, treasurer and deputy churchwardens are also elected at this meeting.

The wardens, secretary and treasurer, where needed, attend courses run by the diocese on their particular work. Regular mailings from the diocese and elsewhere keep the officers up-to-date with changes in church regulations and financial procedure and these are reported to the whole PCC where appropriate.

The PCC appointed Joan Margaret Bull as Safeguarding Officer, and she is responsible for ensuring that a Disclosure and Barring Service check is conducted on all those who work with children and vulnerable adults in the church. All our first aiders have attended a course run by St John's Ambulance. Training is regularly reviewed.

There are also a number of sub-committees which report to the PCC from time to time and are responsible for specific areas of the church's activities.

Trustees' report (continued)
For the year ended 31 December 2021

Structure, governance and management (continued)

d. Committees

Standing Committee

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the full PCC.

Fabric Committee

Attends to matters relating to the stewardship of plant, such as the church buildings and fabric, the churchyard, the rectory and St Mary's Centre.

Mission & Youth Committee

Attends to matters relating to Ministry of the local church to the community and the world, such as ecumenical links, evangelism and the support of mission and relief agencies and further considers the overall strategy of children's and youth ministry and supports those working with children and young people.

Social and Fundraising Committee

Aims to raise funds for the church and to promote fellowship and a sense of community within the parish.

St Mary's Centre Management Committee

Works in conjunction with Arun District Council to oversee the use and management of St Mary's Centre according to its constitution.

Risk Assessment

The PCC confirms that the major risks, to which the council has been exposed, have been identified by a risk analysis exercise carried out by the PCC. Risks are being reviewed so that systems and procedures may be established to manage them.

Worship Committee

As such we have not met during this year. This is not to say we haven't been working. We are very busy people but James the director of music and myself as incumbent have been working on new Sunday liturgy. We have produced new week day liturgy and it is going to be trialled during the coming year and has been shared with a few people who attend some of the weekday services but it will be put together with the Sunday liturgy when that is ready and brought to the worship committee and the PCC in due course.

The activities of the committees and other organisations within the Parish may be found elsewhere in the Annual Report.

Trustees' report (continued)
For the year ended 31 December 2021

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Revd John William Challis

Maureen Williams

Steve Christie

Date: 9 May 2022

Rector's report

The world has changed very fast over the last two years and now with the Ukraine situation it is changing rapidly again. The past year has been an interesting year as we have slowly returned to worship and parish life. I hope and pray that all our restrictions at St Mary's can be lifted very soon. We have to learn to live with Covid as if it were any other flu virus and although we know the devastating effects it can have, the time has come for us to move back to our ways of worshipping God and living with Covid.

I take this moment to sincerely thank Steve as he steps down from being a Churchwarden and I am deeply grateful that he still wishes to stand on the PCC and may even return to the role in the future when his work load decreases. He has been a wonderful colleague and a huge support. I also thank Maureen who equally has been there when needed as a calm and stable support during some very rocky times. Rob, Nikki, Jeanette, James, Denis, the serving team, the Choir, the youth leaders, the pastoral team, the bell ringers, Sunday school leaders, readers, sidemen, Safe guarding officers, Table top, Social and Fund raising, Food table, Open Stable, House Groups, Flower arrangers, the Churchyard team, Governors the PCC and you...St Mary's is an amazing place to be part of and I know I am just one cog in the running of this church. We have so much talent and so much good will within our walls it is really a wonderful blessing to be part of this parish.

Sadly we have lost many loved ones, some to death and God's gain, others who feel they cannot return to worship, but we have new people joining us. St Mary's does need to stop and look ahead. We are about the mission of spreading the gospel in everything that we do. We need to deepen our biblical knowledge and understanding and grow in Christ. He is the vine and we are the branches.

Finally a personal note. I was delighted that Fr Paul Welch has joined us. It is a privilege to extend to him by our Bishop a licence and to pray that his ministry amongst us will grow. As in previous years we also have a number of other retired clergy thinking of being part of St Mary's and I hope and pray we can welcome them.

During Covid I suffered a little from mental health issues. It was a tough time for many people. I was supported by the Diocese and clergy wellbeing group but I am aware that I had not been well for a while. Hopefully that is all behind me now. The Diocese offered me a sabbatical this year but I felt it was not the right time. I have plans to write a House Group course and in fact it is pretty much written but it needs a few months more work. Whilst contemplating this as a sabbatical project I was contacted by the organisers of the Rugby World Cup which is to be held in France 2023. They invited me to register as a volunteer and said that although they have huge numbers of people wanting to help, I was through the first round on a given by. You might imagine my shock and joy at this news. Two more rounds of selection later and I am still in contention. I am awaiting my formal interview and I know that it can go either way but I am hoping that if I am successful I will be appointed to the team that will deliver the world cup. I hope that I will be allowed to consider this as my sabbatical and I can take six weeks in the South of France next September supporting the French RFU and the organisational body in whatever capacity they deem fit for me!

Churchwardens' Report

Although this year has been another strange year - COVID affected - I am extremely pleased to report that, again, St Mary's has been open at least 9-00am until 4-00pm every day. There are still many churches that haven't been open and it is with thanks to Father John, Maureen, Wendy, Margaret ,and myself for opening and closing.

The sound system had been on the 'to do' list for many years and it is marvellous to say that not only has the sound system been dramatically improved, but we also have the facility to live stream with 2 high quality cameras. This was really allowed to happen as a consequence of a bequest by Les Mortimer. Throughout the year we have been live streaming both the 9-30 and 11-00 services on You Tube and these have been well received by many throughout the Parish and also people spread further afield. Our thanks to Kirsten and Tracey who form the backbone of the team who live stream ably assisted by the two Jenny's.

We had a visiting choir from the Gravesend area again, The Grove Singers. Together with the enthusiastic reception from people who had just been released from another lockdown, the result was a stunning Concert with the theme "Bird song".

Our Choir Master James also took the opportunity to have our choir perform and our thanks to them for all their efforts - see his report for detail.

The chip and pin machine has become an accepted piece of the furniture and is bringing in badly needed funds (someone from Church House visiting for a Deanery Meeting had a "go" just to see how easy it was!!).

Because there were so many confirmation candidates we were very pleased to have Bishop Ruth visit us and take a Confirmation service in St Marys. With a lot of family members in the church who wouldn't normally visit it was wonderful to have Bishop Ruth take such a spiritual and uplifting service, all sitting and complying with the regulations at the time ! (my thanks to Ann who helped juggle the very full church that allowed everyone to still feel "safe") Throughout the pandemic our rules have meant that even with quite well attended funerals and weddings when allowed we are not aware of anyone who has contracted COVID in St Mary's.

I do hope that someone steps forward to set up "Friends of the Church of St Mary Felpham" - this could have happened a few years ago but wasn't seen as a way forward then, but the PCC have approved Terms of Reference and we need an enthusiastic person to contact local businesses and indeed all those individuals who love and hold St Mary's close to their heart.

It is with great pleasure that I report that we are blessed to have Father Paul taking services and becoming a feature in St Mary's. We are all treasuring the wooden crosses he so liberally hands out! We wish both Father Paul and Rosemary many happy years together.

It is lovely to report that Joan Bull is studying to become Authorised Lay Minister and we wish her well. After some prayer and reflection Paul Morrison has decided not to pursue the role of an Authorised Lay Minister at this time.

Among the charities that St Mary's have supported this year were Children on the Edge, who benefitted from our donation being doubled by a philanthropist, and our own Food table (see later report) . The PCC distributed just under £5,000.00.

A Remembrance Day service was held outside and was well attended considering the rules at the time ! There was a procession from the Church to our wonderfully maintained memorial - our thanks as always to Jim and David B for all their efforts.

When people read this, it is very likely that work to place the two donated benches will have started - the faculty has been given. While it has taken more than 7 years for permissions to be given it makes me smile that permissions have at last been given.

The decoration of the lychgate was completed by Khalid Ali who is the father of a local Syrian refugee family. They were flown over from Lebanon by UNHCR 2+ years ago. The lychgate decoration has been on the list of jobs to be done for more than 12 years and was completed with "better than original materials".

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Because of an untimely lockdown the planned Open Stable couldn't happen. What did lift peoples spirits were the Christmas trees in the Church and more particularly the star at the top of the tower which was appreciated by many Felpham residents.

Our thanks to Peter French for taking up the role to improve St Mary's and make us an Eco Church. This has been enhanced for the last couple of years as we actually started recycling at the Centre and the cost to do so was actually halved. In the future no doubt Peter will be directing us into carrying out everything in a more Eco-friendly way.

Because of damage that was eventually discovered to have been caused by a storm, the clock couldn't work for many months. Many Felpham residents noticed that not only did the clock not tell the time but people missed the chimes!! The damaged clock hands have been refurbished. All the work carried out has been allocated to insurance and the total claim came to £6241.40 including the downpipe, some tiles and the rebalancing of the hands. It would be nice if someone thought that they would like to donate the gilding to the clock face and hands. This has been on my list for at least 10 years but hasn't crept up the list with so many other more pressing items...was at one stage only £5000 but it is gold and very specialised and will last for a very long time!!

We are still due a Quinquennial but now have to find a new St Mary's Architect as Jane Jones-Warner, who has been St Mary's Architect for many years, is cutting back on her hours. Our grateful thanks to her for caring for St Mary's for at least 3 Quinquennials!

If ever you are at a loose end have a look in the Visitors Book. The comments always make me smile - people returning many years after a marriage or baptism + locals enjoying the atmosphere of St Mary's. I will also pass on part of an e-mail ...

'Dave and I wanted to pass on our thanks and appreciation in helping us organise the kids Baptism and to Father John for performing such a lovely service. He was brilliant with the kids and they felt really special. It was exactly what we wanted and the kids understood everything that went on and have not stopped talking about it.

Our guests also said what a lovely and meaningful service it was and that they were grateful to be able to attend church and be present for the ceremony.

We also wanted to express our thanks for the beautiful shawls that were knitted and which the kids have cuddled up with.

If you could pass this on to everyone involved and to Father John, we would be most grateful. Wishing you a good New Year and hopefully resuming a normal service soon. Looking forward to coming back for Sunday service.

Take careNatalie, Dave, Louis, Erin & Jesse.

The Foodtable that was in the Church and lately in the Centre is still well used. We again received another grant from Sussex Community Foundation that allowed Ann to top up with items that we were short of as the week went on. There are both families and older people who are finding it impossible to balance the books and are so grateful for the Foodtable. We have had numerous 'thank you' cards and now it is held in the centre we do get to meet the lovely families. Our thanks to the people who give their time to attend the Foodtable (see the report for more detail but particular thanks to Rookery Farm for donating eggs, The Hygiene Bank and of course Congregation support).

While writing I must add a very big thank you to our Treasurer Rob Beasley who throughout the year worked out the monthly furlough claim, balancing the accounts ensuring our money is earning us some interest and also keeping the accounts up to date done in such a way that the PCC can understand. We are also now on the Xero accounting system.

The lightning conductors passed their annual test as did everything else including the electric PAT items, fire extinguishers, clock mechanism, bells and boiler.

The youth of St Mary's have returned as "Lighthouse" and we wish them well.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Can I thank all those behind the scenes that do jobs some don't even think about like cleaning the Church, brass polishers, I bumped into Jo McCarthy weaving a choir stall seat cover and there are many more valued helpers. Our thanks to all those mentioned and also not mentioned in the reports. Please read the reports - if you want to become more involved just speak to a Churchwarden - it really helps to have people asking if they can help rather than our relying on our regular band of volunteers inspiring renewed enthusiasm as we hopefully come out of Covid.

One thing I have found out is that there are 363 parishes, 500 churches and 150 schools in the Diocese of Chichester so Church House staff have a lot of demands on their time.

I am very pleased and honoured that I have had the opportunity to have been elected Churchwarden. I have enjoyed completing things during a difficult time with the COVID pandemic some that had been first thought about many years ago My special thanks to Maureen for attending to so many of the spiritual demands of St Mary's.

Churchyard

We have again been fortunate to have Nigel and the Community Payback team in the Churchyard. Similarly a big thank you to Kirsten and Frank for all their efforts in rediscovering some 200 graves that were covered for decades by neglect including 1½" diameter brambles. Carefully utilising the Sussex Family History CD for the Churchyard we have, in a most meticulous and fastidious way, servicemen were found who were buried during the 2nd WW in family plots, The Area Coordinator for Commonwealth War Graves has visited St Mary's and a link established. We discovered she is available to do a talk either to schools or adults which we will take advantage of in the future. A thank you to Glenn Keen for servicing the mowers ... we now have 5 mowers and 2 strimmers.

We hope that Brinsbury College will be able to bring their expertise and students to carry out wild flower gardens together with there being bee/insect friendly areas in our 3 acres as was intended prior to COVID. This was postponed as they were unable to socially distance in their people carrier. There is a meeting planned with their Horticultural Department.

The pile of hardcore that accumulated by the Centre was in the main hardcore and stonemasons rubbish which was sorted, as originally intended, and cleared away in 2 skips amounting to some 9 tonnes. Thanks to all those who helped to load up and clear away.

Can I finally say again a big thank you to Dianne Embleton who discovered about Community Payback, in a somewhat covert way, just as she was finishing her second term as Churchwarden. Through nurturing the team we save more than £11,000 per year - money which was paid for contractors to cut our grass not especially well and also we have rediscovered our perimeter wall. The positive remarks that we get from people who have had a grave exposed by clearing away decades of overgrown brambles is very rewarding.

St Mary's Centre

Thanks to the Centre Management Committee for attending meetings and their input that has allowed everything to run smoothly at the Centre and incident free.

Organisations are beginning to come back to the Centre - including Camera Club, Horticultural Society, U3A etc. so along with the grants and furlough money, income is returning.

Staff were furloughed and we are especially fortunate to have Rob Beasley, our treasurer, who spent hours filling in Government forms to claim all that we were allowed. We were also fortunate to get a further £5,000 from the Government through Arun District Council having applied and were granted further assistance in these difficult COVID times.

The Centre was used as a collection point for Ukraine - Cuff Miller + Rolls Royce to mention a couple used us for their collections to be distributed and together with many others responding to Facebook and Congregation some 5 very well packed vans left for Poland and Moldova.

The "free" air purifiers installed last year in the Centre have created a COVID free atmosphere as the pandemic rolled on for another year.

Table top returned and also coffee during and a big thank you to David B, Jim, David L and Paul for all the efforts setting up and dismantling and Wendy, Margaret, Jeanette and everyone who helped serve

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

coffees.

We have cleared some of the detritus that has built up in the loft but we need another serious sort out another day.

We had a new tenant for the small office for 6 months but they have now left. We were able to utilise this space during the Ukraine collections.

Thanks to Jeanette and her band of volunteers, including Sandra and Taff Coulton, who have made considerable effort to improve the Centre garden making it a place to sit and relax in.

Maureen Williams and Steve Christie - Church Wardens

Arundel and Bognor Deanery Synod Report

There was sadly only one meeting of Deanery Synod during 2021, there was a deanery finance meeting in November.

At the deanery meetings we have a time of worship, Reports on meetings are usually given from elected representatives of Diocesan Synod and General Synod. As well as presentations or addresses we discuss finance issues, approve a deanery budget, elect representatives to diocesan synod and have notices of events in various parishes. The meetings are open and members of parishes and PCC's are always invited to come along. Only elected synod members however can vote on issues.

In October the Bishop of Horsham Rt Revd Ruth Bushyager gave an address entitled A call to generosity in an age of challenge. The Rural Dean opened the meeting. we had a reading, prayers an address and a hymn.

Bp Ruth began by thanking members for all that they were doing to keep things going in this difficult time, she spoke about the financial deficit we were all facing in our churches and in the diocese. Some dioceses are contemplating making clergy redundant, our diocese, Chichester sees this as a spiral of decline. Bp Ruth quoted John 3. 1-6. God gave his only Son... God gave gracefully, sacrificially, joyfully. Chichester has 365 parishes and a deficit of 1.7 million pounds. We were shown a video (which is available on the diocesan website). Bp Ruth spoke about the amount of cuts that had been made at church house including selling glebe land and vicarages. Bp Ruth said parishes need to get beyond paying ministry costs. The average weekly giving in Chichester is £14.00 in Sheffield it is £18.00 she spoke about tithing and the need to encourage joyful giving.

We were invited to ask questions, Gabrielle Higgins diocesan secretary joined the bishop. Questions were taken from members.

Bp Ruth said in November parishes give their pledge on how much they can contribute the following year. There is to be a deanery finance meeting on 4 November 2021, she asked members to please encourage Treasurers, Churchwardens and PCC members to attend.

At the Finance meeting - we were shown a video, our Archdeacon and the Diocesan Secretary joined by zoom as both had tested Covid positive. much of the content reiterated Bp Ruth's presentation.

We were given a paper regarding our Parish Share for 2022, our figure for St Mary's is £74,035.

Wendy Barrett, Janette Penn, Lois Thompson, Margaret Treacy - Deanery Synod Representatives.

Safeguarding Report

The Safeguarding activity during this difficult time was naturally scaled back by the imposition of COVID rules and therefore a lack of youth clubs and Sunday School. However, inspections resumed for the Lighthouse Youth Club in November.

We have moved forward in appointing Deputies as part of the Safeguarding Team. Pat Ashman, a member of the 9.30 service and Henry Kasparian from 11.00 have completed the Leadership Training. As the church activities increase they will be assisting in the inspections and parts of the Safer Recruiting procedures.

Any renewal DBS certificates were processed but this is becoming more infrequent as we take advantage of the update system, which for volunteers, is a free service.

In October 2021, I was asked to speak to all three congregations for Safeguarding Sunday, a somewhat daunting task but useful, I feel, to bring about a greater awareness of Safeguarding at St Mary's.

All our voluntary workers are encouraged to undertake training and for those who have DBS certificates, it is a requirement. Reminders were sent in July to those who needed to take the training or renew it. Training must take place every 3 years. In October, Fr John and I presented a Basic training session in church and we shall be carrying out more in the future.

As activity in the church increases, a busier time for Safeguarding is envisaged for the coming year.

Joan Margaret Bull - Safeguarding officer

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Independent examiner's report For the year ended 31 December 2021

Independent examiner's report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated: 9 May 2022

Victor Cox

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Statement of financial activities
For the year ended 31 December 2021

	Note	Unrestricted and designated funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	2	85,601	6,340	91,941	87,342
Charitable activities	3	15,251	-	15,251	9,762
Other trading activities	4	22,310	-	22,310	15,248
Investments	5	5	-	5	73
Other income	6	13,739	4,000	17,739	21,431
Total income		136,906	10,340	147,246	133,856
Expenditure on:					
Raising funds	7	23,017	4,000	27,017	22,571
Charitable activities	8	127,897	7,778	135,675	90,357
Total expenditure		150,914	11,778	162,692	112,928
Net (expenditure)/income before net gains on investments		(14,008)	(1,438)	(15,446)	20,928
Net gains on investments		29,797	-	29,797	14,558
Net income/(expenditure)		15,789	(1,438)	14,351	35,486
Transfers between funds	19	(996)	996	-	-
Net movement in funds		14,793	(442)	14,351	35,486
Reconciliation of funds:					
Total funds brought forward		234,902	718,661	953,563	918,077
Net movement in funds		14,793	(442)	14,351	35,486
Total funds carried forward		249,695	718,219	967,914	953,563

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 20 to 41 form part of these financial statements.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

**Balance sheet
As at 31 December 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	744,066	722,020
Investments	14	199,844	170,047
		943,910	892,067
Current assets			
Debtors	15	19,965	8,796
Cash at bank and in hand		24,362	72,301
		44,327	81,097
Creditors: amounts falling due within one year	16	(20,323)	(19,601)
Net current assets		24,004	61,496
Total net assets		967,914	953,563
Charity funds			
Restricted funds	19	718,222	718,661
Unrestricted and designated funds	19	249,692	234,902
Total funds		967,914	953,563

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Revd John William Challis

Maureen Williams

Steve Christie

Date: 9 May 2022

The notes on pages 20 to 41 form part of these financial statements.

**Notes to the financial statements
For the year ended 31 December 2021**

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income including rental income due from the letting of St Mary's Centre is recognised in the period in which it is receivable.

**Notes to the financial statements
For the year ended 31 December 2021**

1. Accounting policies (continued)

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of VAT.

1.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

**Notes to the financial statements
For the year ended 31 December 2021**

1. Accounting policies (continued)

1.5 Tangible fixed assets and depreciation (continued)

Land is not depreciated. Depreciation on other assets is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Freehold property	-	Not depreciated
Freehold property improvements-		20 years straight line
Organ	-	50 years straight line
Church - fixtures, fittings & equipment	-	10-15 years straight line
Centre - fixtures, fittings & equipment	-	4-10 years straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

The freehold property at St Mary's Centre, Grassmere Close, Felpham, Bognor Regis, West Sussex PO22 7NU, is used as the Parish Office. The value represents the purchase price. In the opinion of the members of the PCC, the estimated residual value of the building is in excess of the carrying value in the financial statements as it is continually maintained to a high standard. There are no indications that the asset should be written down, the remaining useful life exceeds 50 years and as such any depreciation charge would be nil or immaterial. No statement of financial activities charge therefore results.

In so far as consecrated and benefice properties are excluded from the statutory definition of 'charity' by section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements. Movable church furnishings are not included in these financial statements where there is insufficient cost information available.

1.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

1.7 Debtors

Trade and other debtors are recognised at the settlement amount.

Prepayments are valued at the amount prepaid.

1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the financial statements
For the year ended 31 December 2021**

1. Accounting policies (continued)

1.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

1.10 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.11 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

1.12 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Notes to the financial statements
For the year ended 31 December 2021

2. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations			
Standing orders	33,451	960	34,411
Envelopes	451	-	451
Other gift aid donations	1,485	50	1,535
Plate collections - Sunday service	2,653	-	2,653
Plate collections - Baptisms	78	-	78
Plate collections - Funerals	-	-	-
Plate collections - Weddings	312	-	312
Donations - Non Gift Aid	3,926	1,578	5,504
Parish Giving Scheme	6,240	-	6,240
Paypal Giving Fund donations	958	-	958
Paypal donations	766	-	766
Contactless giving donations	4,858	-	4,858
Wall safe - Church expenses	1,256	-	1,256
Tax recoverable on Gift Aid	11,631	252	11,883
Amazon Smile donations	36	-	36
Total donations	68,101	2,840	70,941
Legacies	17,000	-	17,000
Grants	500	3,500	4,000
Legacies and grants	17,500	3,500	21,000
	85,601	6,340	91,941

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

**Notes to the financial statements
For the year ended 31 December 2021**

2. Income from donations and legacies (continued)

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations			
Standing orders	35,928	960	36,888
Envelopes	3,300	-	3,300
Other gift aid donations	1,108	-	1,108
Plate collections - Sunday service	2,327	-	2,327
Plate collections - Baptisms	164	-	164
Plate collections - Funerals	59	-	59
Plate collections - Weddings	-	-	-
Donations - Non Gift Aid	3,263	480	3,743
Parish Giving Scheme	1,678	-	1,678
Paypal Giving Fund donations	1,934	-	1,934
Paypal donations	566	-	566
Contactless giving donations	706	-	706
Wall safe - Church expenses	470	-	470
Tax recoverable on Gift Aid	9,159	240	9,399
Amazon Smile donations	-	-	-
Total donations	60,662	1,680	62,342
Legacies	25,000	-	25,000
Legacies and grants	25,000	-	25,000
Total 2020	85,662	1,680	87,342

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Notes to the financial statements
For the year ended 31 December 2021

3. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £
Funeral fees	8,584	8,584
Wedding fees	3,407	3,407
Fundraising	2,707	2,707
Parish magazine	5	5
Teas and coffees	168	168
Other income	380	380
Total 2021	15,251	15,251
	Unrestricted funds 2020 £	Total funds 2020 £
Funeral fees	7,688	7,688
Wedding fees	45	45
Fundraising	1,090	1,090
Parish magazine	315	315
Teas and coffees	404	404
Other income	220	220
Total 2020	9,762	9,762

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

**Notes to the financial statements
For the year ended 31 December 2021**

4. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2021 £	Total funds 2021 £
St Mary's Centre rental	20,090	20,090
Advertising	2,220	2,220
	<u>22,310</u>	<u>22,310</u>

	Unrestricted funds 2020 £	Total funds 2020 £
St Mary's Centre rental	13,258	13,258
Advertising	1,990	1,990
	<u>15,248</u>	<u>15,248</u>

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Interest and dividends receivable	5	5

	Unrestricted funds 2020 £	Total funds 2020 £
Interest and dividends receivable	73	73

Notes to the financial statements
For the year ended 31 December 2021

6. Other incoming resources

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Insurance claims	6,241	-	6,241
Coronavirus Job Retention Scheme claims	4,280	-	4,280
Centre grants received	-	4,000	4,000
Other incoming resources	3,218	-	3,218
	<u>13,739</u>	<u>4,000</u>	<u>17,739</u>
	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Insurance claims	2,241	-	2,241
Coronavirus Job Retention Scheme claims	10,950	-	10,950
JAM funds received	-	740	740
Centre grants received	-	7,500	7,500
	<u>13,191</u>	<u>8,240</u>	<u>21,431</u>

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

**Notes to the financial statements
For the year ended 31 December 2021**

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £
Miscellaneous expenses	397	397
Fundraising expenses	(20)	(20)
	<u>377</u>	<u>377</u>

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Miscellaneous expenses	371	(80)	291
Fundraising expenses	20	-	20
	<u>391</u>	<u>(80)</u>	<u>311</u>

Notes to the financial statements
For the year ended 31 December 2021

7. Expenditure on raising funds (continued)

Trading expenses

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Centre maintenance	3,003	-	3,003
Centre utilities	5,021	1,039	6,060
Centre insurance	1,849	167	2,016
Centre cleaner	4,698	-	4,698
Centre cleaning and waste	2,324	2,327	4,651
Centre caretaker	5,745	467	6,212
	22,640	4,000	26,640
	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Centre maintenance	1,557	754	2,311
Centre utilities	3,150	2,205	5,355
Centre insurance	-	2,003	2,003
Centre cleaner	4,444	-	4,444
Centre cleaning and waste	215	2,073	2,288
Centre caretaker	3,007	2,852	5,859
	12,373	9,887	22,260

Notes to the financial statements
For the year ended 31 December 2021

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Direct costs	127,897	7,778	135,675

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Direct costs	86,478	3,879	90,357

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Total funds 2021 £
Direct costs	135,675	135,675

	Activities undertaken directly 2020 £	Total funds 2020 £
Direct costs	90,357	90,357

Notes to the financial statements
For the year ended 31 December 2021

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2021 £	Total funds 2021 £
Depreciation	4,730	4,730
Giving to charities	4,000	4,000
Parish share	78,015	78,015
Parish office administrator	9,753	9,753
Clergy expenses - rector	165	165
Clergy expenses - other	79	79
Rectory utility expenses	4,101	4,101
Youth Group and Junior Church	305	305
Telephone	1,032	1,032
Stationery	1,226	1,226
Computer software	1,141	1,141
Photocopier costs	2,230	2,230
Organist	4,268	4,268
Flowers and equipment	686	686
Church repairs and insurance	9,120	9,120
Church expenses	9,262	9,262
Churchyard expenses	1,932	1,932
Church utilities	1,550	1,550
Magazine printing	85	85
Paypal and contactless giving charges	414	414
Bank charges	332	332
Organ repairs and tuning	355	355
Music	821	821
(Profit)/loss on disposal of fixed assets	73	73
	135,675	135,675

Notes to the financial statements
For the year ended 31 December 2021

9. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	Activities 2020 £	Total funds 2020 £
Depreciation	2,775	2,775
Giving to charities	5,000	5,000
Parish share	37,018	37,018
Parish office administrator	8,541	8,541
Clergy expenses - rector	297	297
Clergy expenses - other	77	77
Rectory utility expenses	4,297	4,297
Telephone	834	834
Stationery	1,151	1,151
Computer software	798	798
Photocopier costs	1,966	1,966
Organist	4,734	4,734
Flowers and equipment	578	578
Church repairs and insurance	7,713	7,713
Church expenses	6,640	6,640
Churchyard expenses	413	413
Church utilities	4,568	4,568
Magazine printing	494	494
Website charges	816	816
Paypal and contactless giving charges	26	26
Bank charges	315	315
Organ repairs and tuning	499	499
Music	807	807
	<u>90,357</u>	<u>90,357</u>

10. Independent examiner's remuneration

No remuneration was due to the Independent Examiner for the year.

**Notes to the financial statements
For the year ended 31 December 2021**

11. Staff costs

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Average number of employees	3	3

No employee received remuneration amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

During the year, one or more Trustees has been paid remuneration or has received other benefits from an employment with the Charity.

James George Edwin Rishman was appointed a trustee on 24 April 2019. He has received remuneration solely in relation to his role as Organist

The value of Trustees' remuneration and other benefits from this date was £4,093 (2020 - £4,659).

During the year ended 31 December 2021, no Trustee expenses have been incurred (2020 - £NIL).

**The Parochial Church Council of the Ecclesiastical Parish of St. Mary
The Virgin, Felpham**

**Notes to the financial statements
For the year ended 31 December 2021**

13. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Organ £	Centre - fixtures, fittings & equipment £	Church - fixtures, fittings & equipment £	Total £
Cost or valuation						
At 1 January 2021	650,000	4,140	61,629	9,666	13,955	739,390
Additions	-	-	-	-	27,384	27,384
Disposals	-	-	-	-	(730)	(730)
At 31 December 2021	650,000	4,140	61,629	9,666	40,609	766,044
Depreciation						
At 1 January 2021	-	328	8,526	6,501	2,015	17,370
Charge for the year	-	207	1,235	697	2,591	4,730
On disposals	-	-	-	-	(122)	(122)
At 31 December 2021	-	535	9,761	7,198	4,484	21,978
Net book value						
At 31 December 2021	650,000	3,605	51,868	2,468	36,125	744,066
At 31 December 2020	650,000	3,812	53,103	3,165	11,940	722,020

Notes to the financial statements
For the year ended 31 December 2021

14. Fixed asset investments

	Listed investments £	CBF Investment fund £	Total £
Cost or valuation			
At 1 January 2021	3,220	166,827	170,047
Revaluations	535	29,262	29,797
At 31 December 2021	<u>3,755</u>	<u>196,089</u>	<u>199,844</u>
Net book value			
At 31 December 2021	<u>3,755</u>	<u>196,089</u>	<u>199,844</u>
At 31 December 2020	<u>3,220</u>	<u>166,827</u>	<u>170,047</u>

15. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	3,860	357
Other debtors	10,072	3,979
Prepayments and accrued income	6,033	4,460
	<u>19,965</u>	<u>8,796</u>

16. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	16,228	4,461
Choir account	1,261	1,478
Other creditors	2,089	5,467
Accruals and deferred income	745	8,195
	<u>20,323</u>	<u>19,601</u>

Notes to the financial statements
For the year ended 31 December 2021

17. Summary of funds

Summary of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2021 £
Designated funds	51,156	2,519	-	(28,769)	-	24,906
General funds	183,746	134,387	(150,917)	27,773	29,797	224,786
Restricted funds	718,661	10,340	(11,775)	996	-	718,222
	<u>953,563</u>	<u>147,246</u>	<u>(162,692)</u>	<u>-</u>	<u>29,797</u>	<u>967,914</u>

Summary of funds - prior year

	Balance at 1 January 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2020 £
Designated funds	24,906	26,250	-	-	51,156
General funds	170,744	97,686	(99,242)	14,558	183,746
Restricted funds	722,427	9,920	(13,686)	-	718,661
	<u>918,077</u>	<u>133,856</u>	<u>(112,928)</u>	<u>14,558</u>	<u>953,563</u>

**Notes to the financial statements
For the year ended 31 December 2021**

18. Funds

The Parish holds unrestricted, designated and restricted funds. The material funds being as follows;

Unrestricted funds

General fund represents free funds of the charity which are not designated for particular purposes.

Designated funds

Fabric fund relates to funds for costs of work to church buildings.

Sound system fund relates to funds for a new sound system for the church. During the year the PCC acquired the sound system and the balance on the fund was transferred to the unrestricted general fund.

Restricted funds

Centre - Fixed Assets relates to the The freehold property held at St Mary's Centre, Grassmere Close, Felpham, Bognor Regis, West Sussex PO22 7NU, that is used as the Parish Office.

Church - Fixed Assets relates to the organ held within the church.

St Mary's Centre relates to Covid 19 grants received during the year restricted for use against the centre running costs during the pandemic.

Judith West Bequest - Centre relates to funds for the running and maintenance of the St Mary's Centre.

Community Food Table relates to specific grants and donations received in relation to the food table operated by the church. During the year the PCC transferred £996 from general unrestricted reserves to the community food table reserve as part of the annual charitable giving.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Notes to the financial statements
For the year ended 31 December 2021

19. Statement of funds

Statement of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2021 £
Unrestricted funds						
Designated funds						
Fabric Fund	24,906	-	-	-	-	24,906
Sound system	26,250	2,519	-	(28,769)	-	-
	<u>51,156</u>	<u>2,519</u>	<u>-</u>	<u>(28,769)</u>	<u>-</u>	<u>24,906</u>
General funds						
General Funds	<u>183,746</u>	<u>134,387</u>	<u>(150,917)</u>	<u>27,773</u>	<u>29,797</u>	<u>224,786</u>
Total Unrestricted funds	<u>234,902</u>	<u>136,906</u>	<u>(150,917)</u>	<u>(996)</u>	<u>29,797</u>	<u>249,692</u>
Restricted funds						
Altar Linen	4,429	-	-	-	-	4,429
Music Fund	4,448	1,200	(1,175)	-	-	4,473
Youth Fund	990	-	(305)	-	-	685
Centre - Fixed Assets	650,000	-	-	-	-	650,000
Church - Fixed Assets	53,102	-	(1,235)	-	-	51,867
Fabric Fund	2,930	-	-	-	-	2,930
Flower fund	899	878	(686)	-	-	1,091
Open stable	1,863	500	-	-	-	2,363
St Mary's Centre	-	4,000	(4,000)	-	-	-
Community Food Table	-	3,762	(4,374)	996	-	384
	<u>718,661</u>	<u>10,340</u>	<u>(11,775)</u>	<u>996</u>	<u>-</u>	<u>718,222</u>
Total of funds	<u>953,563</u>	<u>147,246</u>	<u>(162,692)</u>	<u>-</u>	<u>29,797</u>	<u>967,914</u>

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Notes to the financial statements
For the year ended 31 December 2021

19. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2020 £
Unrestricted funds					
Designated funds					
Fabric Fund	24,906	-	-	-	24,906
Sound system	-	26,250	-	-	26,250
	<u>24,906</u>	<u>26,250</u>	<u>-</u>	<u>-</u>	<u>51,156</u>
General funds					
General Funds	170,744	97,686	(99,242)	14,558	183,746
Total Unrestricted funds	<u>195,650</u>	<u>123,936</u>	<u>(99,242)</u>	<u>14,558</u>	<u>234,902</u>
Restricted funds					
Altar Linen	5,062	-	(633)	-	4,429
Music Fund	4,013	1,200	(765)	-	4,448
Youth Fund	250	740	-	-	990
Centre - Fixed Assets	650,000	-	-	-	650,000
Church - Fixed Assets	54,337	-	(1,235)	-	53,102
St Mary's Centre	-	7,500	(7,500)	-	-
Fabric Fund	2,930	-	-	-	2,930
Flower fund	1,447	30	(578)	-	899
Judith West	2,385	-	(2,385)	-	-
Open stable	2,003	450	(590)	-	1,863
	<u>722,427</u>	<u>9,920</u>	<u>(13,686)</u>	<u>-</u>	<u>718,661</u>
Total of funds	<u>918,077</u>	<u>133,856</u>	<u>(112,928)</u>	<u>14,558</u>	<u>953,563</u>

Notes to the financial statements
For the year ended 31 December 2021

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	42,199	701,867	744,066
Fixed asset investments	199,844	-	199,844
Current assets	26,742	17,585	44,327
Creditors due within one year	(19,093)	(1,230)	(20,323)
Total	249,692	718,222	967,914

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	18,918	703,102	722,020
Fixed asset investments	170,047	-	170,047
Current assets	65,204	15,893	81,097
Creditors due within one year	(19,267)	(334)	(19,601)
Total	234,902	718,661	953,563

21. Related party transactions

There were no related party transactions in the year other than those disclosed in the Trustees' remuneration and expenses note.

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Appendix I - Detailed Statement of Financial Activities For the year ended 31 December 2021

Please note there will be rounding and small allocation differences to the statutory pages of the financial statements.

	2021	2020
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary income		
Total donations		
Donations		
Gift Aid - Standing Orders	34,411	36,888
Gift Aid - Envelopes	451	3,300
Gift Aid - Other	1,535	1,108
Donations - Non Gift Aid	5,504	3,743
Gift Aid - Parish Giving Scheme	6,240	1,678
Paypal Giving Fund Donations	958	1,934
Paypal Donations	766	566
Contactless Giving Donations	4,858	706
Amazon Smile donation	36	-
Wall Safe - Church Expenses	1,256	470
Total Donations	56,016	50,393
Plate collections		
Plate Collections - Sunday Services	2,653	2,327
Plate Collections - Weddings	312	-
Plate Collections - Baptisms	78	164
Plate Collections - Funerals	-	59
Total Plate collections	3,044	2,550
Tax Recoverable On Gift Aid	11,883	9,399
Total Total donations	70,942	62,342
Legacies and grants		
Legacies	17,000	25,000
Grants received	4,000	-
Total Legacies and grants	21,000	25,000
Total Voluntary income	91,942	87,342
Total Incoming resources from generated funds	91,942	87,342
Incoming resources from charitable activities		
Fund Raising	2,707	1,090
Parish Magazine - Wallsafes and subs	5	315
Teas & coffees	168	404
Wedding Fees	3,407	45
Funeral Fees & Memorials	8,584	7,688
Employment Allowance	380	220
Total Incoming resources from charitable activities	15,250	9,761

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Other trading activities

St. Mary's Centre - Rent Received	20,090	13,258
Magazine income - Advertising	2,220	1,990
Total Other trading activities	22,310	15,248

Investment income

Interest receivable	5	73
Total Investment income	5	73

Other incoming resources

Insurance Claims	6,241	2,241
Coronavirus Job Retention Scheme claims	4,280	10,950
Miscellaneous Income	3,218	740
Centre - Grants	4,000	7,500
Total Other incoming resources	17,740	21,431

TOTAL INCOMING RESOURCES	147,247	133,854
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RESOURCES USED

Raising funds

Cost of generating funds

Miscellaneous Expenses	(398)	(294)
Fund Raising Expenses	20	(20)
Total Cost of generating funds	(378)	(314)

Trading expenses

Centre - Caretaker	(6,083)	(5,747)
Centre - Caretaker - Pension	(129)	(112)
Centre - Cleaner	(4,698)	(4,444)
Centre - Cleaning & Waste	(4,651)	(2,288)
Centre - Insurance	(2,016)	(2,003)
Centre - Maintenance & Repairs	(3,003)	(2,311)
Centre - Utilities	(6,060)	(5,355)
Total Trading expenses	(26,642)	(22,259)

Total Raising funds	(27,020)	(22,573)
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Charitable activities

Bank Charges	(332)	(316)
Contactless Giving Charges	(400)	(17)
Paypal charges	(14)	(9)
Church - Building Repairs	(9,120)	(7,713)
Church - Expenses	(9,262)	(6,640)
Church - Utilities	(1,550)	(4,568)
Churchyard Expenses	(1,932)	(413)
Clergy Expenses - Other	(79)	(77)
Clergy Expenses - Rector	(165)	(297)
Computer costs	(1,141)	(798)

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Depreciation	(4,730)	(2,775)
Flowers & Equipment	(686)	(578)
Giving to Charities	(4,000)	(5,000)
Magazine - Printing	(85)	(494)
Music	(15)	-
Music Licences	(696)	(697)
Organ / Piano - Repairs & Tuning	(355)	(499)
Organist	(4,268)	(4,734)
Parish Share	(78,015)	(37,018)
Photocopier/RISO - Maintenance	(2,230)	(1,966)
Parish office administrator	(9,683)	(8,541)
Parish office administrator pension	(70)	-
(Profit)/Loss on disposal of fixed assets	(73)	-
Rectory - Utility Expenses	(4,101)	(4,297)
RSCM Subscriptions	(110)	(110)
Rounding	-	-
Stationery	(1,226)	(1,151)
Telephone	(1,032)	(834)
Youth Group and Junior Church	(305)	-
Website Costs	-	(816)
Total Charitable activities	(135,675)	(90,355)
TOTAL RESOURCES USED	(162,695)	(112,928)
NET INCOME/(EXPENDITURE) RESOURCES BEFORE INVESTMENT (GAINS)/LOSSES	(15,448)	20,926
Net gains on investments		
Gains/(losses) on investments	29,797	14,558
Total Net gains on investments	29,797	14,558
NET INCOME/(EXPENDITURE) RESOURCES BEFORE TRANSFERS	14,349	35,484

The Parochial Church Council of the Ecclesiastical Parish of St. Mary The Virgin, Felpham

Appendix II - St Marys Centre For the year ended 31 December 2021

Please note there will be rounding and small allocation differences to the statutory pages of the financial statements.

	2021	2020
St Mary's Centre		
INCOME		
St. Mary's Centre - Rent Received	20,090	13,258
St. Mary's Centre - Church Bookings (INTERNAL)	2,408	1,920
Coronavirus Job Retention Scheme claims	1,860	4,625
Centre - Grants	4,000	7,500
Total INCOME	28,358	27,302
EXPENSES		
Centre - Utilities	(6,060)	(5,355)
Centre - Insurance	(2,016)	(2,003)
Centre - Maintenance & Repairs	(3,003)	(2,311)
Centre - Cleaner	(4,698)	(4,444)
Centre - Cleaning & Waste	(4,651)	(2,288)
Centre - Caretaker	(6,083)	(5,747)
Centre - Caretaker - Pension	(129)	(112)
Total EXPENSES	(26,642)	(22,259)
Surplus/(Deficit)	1,716	5,044