

# **THE PARISH CHURCH OF ST PETER & ST PAUL RUSTINGTON**



**ANNUAL MEETING**  
**TUESDAY 14<sup>th</sup> May 2024**

**Registered Charity No 1133812**

## **Opening Worship**

### **Opening Hymn: Great is thy faithfulness**

Great is thy faithfulness  
oh God my father,  
there is no shadow of turning with Thee.  
Thou changest not  
Thy compassions they fail not  
as Thou hast been  
Thou forever wilt be.

#### **Chorus**

*Great is Thy faithfulness!  
Great is Thy faithfulness!  
Morning by morning  
new mercies I see.  
All I have needed  
Thy hand hath provided  
great is Thy faithfulness  
Lord unto me!*

Summer and winter  
sun, moon, and stars  
in their courses above,  
join with all nature  
in manifold witness  
to Thy great faithfulness  
mercy and love

#### *Chorus*

Pardon for sin  
and a peace that endureth  
Thine own dear presence  
to cheer and to guide;  
strength for today  
and bright hope for tomorrow  
blessings all mine  
with ten thousand beside!

#### *Chorus*

## **Bible reading: Matthew 13: 31-32**

He put before them another parable: 'The kingdom of heaven is like a mustard seed that someone took and sowed in his field; it is the smallest of all the seeds, but when it has grown it is the greatest of shrubs and becomes a tree, so that the birds of the air come and make nests in its branches.'

## **Prayer**

Heavenly Father,  
we humbly ask that you would bless us and keep us.  
Make your face to shine upon us, and be gracious, O Lord,  
to each and every life here today and in our church and all who we meet.  
Give us strength to know that you walk beside us  
and that we can do all things through Christ who is our keeper.  
We ask you, Lord God, that our household of faith  
will experience such a divine explosion of God's goodness like the mustard tree  
that we will know you more clearly, love you more dearly,  
and follow you more nearly,  
so that we will make a difference.  
By your Spirit will you set captives free, lift burdens, destroy yokes,  
and crown us with loving kindness.  
And may our blessings bless the people of Rustington  
and our prayers transform our world in the power of your name, Jesus.  
Amen.

## Structure, Governance and Management

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, the following served as members of the Parochial Church Council:

Incumbent:	The Rev'd Natalie Loveless	Ex-officio ( <i>Chair</i> )
Curate:	The Rev'd Laura Darrall	Ex-officio
Childrens and Families Worker:	Gill Renny	Ex-officio
Wardens:	Jean Bulley Henry Bott	<i>Vice Chair</i>
Representative of the Diocesan Synod:	Liz Henderson	Ex-officio
Representatives of The Deanery Synod:	Carrie McLeod Dot Mitcham Jackie Gordon	
Elected Members:	Lesley Payne Jan Peacock Sarah Collins Clare Birkhead Charlie Sims Joanna Brown Geoff Gibb Sophie Gumbrill Lisa Rogers-Davis Graeme Taylor Glyn Mathias	(2021-2024) (2021-2024) (2021-2024) (2022-2025) (2022-2025) (2022-2025) (2022-2025) (2022-2025) (2023-2026) (2023-2026) (2023-2026) (2023-2026)
Treasurer:	Wardens	
Hon Secretary to PCC:	Sarah Collins	

## **Aims and Purposes**

The primary objective of St Peter and St Paul'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, the Reverend Natalie Loveless, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Objectives and Activities**

Our Vision/Mission statement: Working together in God's Love for his Kingdom.

Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. We hope to enable local people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of, and trust in, Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of St Peter and St Paul, Rustington.

## **Achievements and Performance**

Attendance continues to grow with a number of new families joining us over the year. We have continued to live-stream the services and these are still followed by a good number of people. In October 2023 (when the average yearly attendance is calculated) the average weekly attendance was 187 which includes children.

There are 207 parishioners on the Church Electoral roll following a revision in 2020, this is up 10 from 197 the previous year.

There were three weddings and 14 funerals in church, 14 in other locations officiated at by our clergy and 5 Interments of Ashes. There were seven baptisms in 2023.

## **Review of the year**

The full PCC met eight times in 2023. The average attendance at meetings was 18.

Thanks to the outstanding work by the finance group, the reports and figures presented at the PCC meetings have been clear and easy to understand, and any queries swiftly answered. We endeavoured to keep a close check on the budget we set for the year against actual spend. It has also been really useful to have a monthly graph in the notice sheet, showing where we are with our finances.

More details can be found in the individual reports, but a snapshot of other things covered at the PCC meetings is as follows:

- New fencing installed at 23 Henry Avenue
- New boiler needed for 23 Henry Avenue
- Installation of new lych gate

## APCM Report 2024

- Charitable giving
- Structural review
- Appointing officers
- Appointing sub-groups to the PCC
- DBS checks
- Lighting
- Change of signatories
- Church diary
- Approving Carrie's appointment as Lay Minister
- Off-site permission for Bolders
- Reviewing our legacies and accounts
- Celebrating awards won
- The introduction of alcohol-free wine at Communion for those who cannot consume alcohol
- Appointing Natalie Stone as our new Parish Administrator after Tony Munday left
- Completing the faculty for the new chancel furniture
- Agreeing to replacing the poly-carbonate with steel grilles on the stained-glass windows
- Purchasing new folding tables
- The installation of the panel next to the lych gate
- Removing the red kneelers
- Replacing Altar linen
- Presentation and update on the Pantry
- Bereavement care
- Agreement of future use of the Manor House garden for our outdoor service
- Toilet twinning
- Updating our safeguarding policy

We have regular reports from our Health & Safety and Safeguarding officers to review at each meeting.

The PCC reviewed and updated our Conflict of Interest Policy.

### **Public Benefit**

The church family welcome visitors from within and outside the church boundary. It is our pleasure to warmly welcome anyone from all walks of life who feel they would like to join in the life of St Peter and St Paul Rustington.

Rebecca of Family Support Work (FSW) is active with a group of volunteers in the village providing support to many in our parish.

The Pantry, which opened its doors in October 2022, has flourished and helps a growing number of people each week – see the report for full details.

Rocks meets each week, apart from the first Sunday of the month which is our All Age service.

Bolders meet each week during school term.

We were able to host the Remembrance Sunday Service in our Church for the Community; Natalie, Laura and Rosemary (Methodist Minister) led the service at the War Memorial at 11.00 am.

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Christmas is always a busy time with lots of services. We had the Scouts in for a Carol Service this year and some of the congregation went carol singing in the Lamb Pub. And as usual, we held our Christingle Service which welcomed families into the church.

A faithful team of people 'church sit' to enable the church to be opened to passing visitors or anyone in the local community wanting a quiet space.

Noah's Ark, an adult and toddler group, is a long-established form of outreach; they meet on Tuesday afternoons offering friendship and support for families and carers.

During the holidays, our holiday gatherings have continued and remain as popular as ever, with all ages, and a good mixture of regular, occasional and non-church goers.

'WAFFLE' - Women About Fellowship, Fun, Laughter and Entertainment is a group that aims to demonstrate the love of God to women in Rustington and surrounding areas in a fun, inclusive and life-enhancing way.

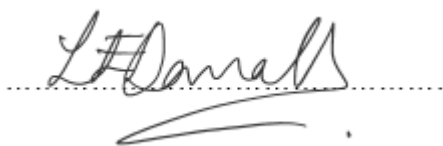
Men's Fellowship group; although this is a Christian Society the emphasis is on social discussion and friendship. All faiths, concerns, cares or humanity are very welcomed.

Our clergy officiated at funerals here in church and also at Worthing Crematorium providing support to the wider community in bereavement.

The residents of four local care homes are offered Holy Communion Services monthly and people within the parish who are infirm or unable to attend church services are taken Holy Communion often weekly. Home Communion was able to be offered again once restrictions were eased.

Our Charitable giving is split three ways. Our two main chosen missions – Jaffa CMS (Jen and Kev) and Family Support Work have been supported during the year. The third split is a flexible pot – which can be used to give money to appeals/emergencies throughout the year.

Signed on behalf of the Parochial Church Council by:

A handwritten signature in dark ink, appearing to read 'L Darrall', is written over a horizontal dotted line. Below the signature is a long, horizontal, slightly wavy line.

Rev'd Laura Darrall

## **Vicar's Report**

This year has been one of growth in a number of different ways. You will see from the reports of the different church groups that the great work that they do continues. A huge thank you to everyone involved in the great team effort which is the body of Christ in this place – particularly those of you who take on particular responsibilities and roles, and also those of you who do the smaller unseen jobs. You are all equally valued, respected and loved for your generous giving. Laura Darrall has continued to excel in her Curacy, including putting Rustington on the map with her radio broadcasting, and much of what follows is because of her encouragement of many of you and her creativity, hard work and prayerful commitment.

The worshipping life of the church is varied and involves more and more people, and it has been lovely to see and hear more voices from the laity both in leading prayer, preaching, testimony and organising quiet mornings and services. Confidence appears to be growing in this area thanks to the prompting of the Spirit! Claire Birkhead, in her Authorised Lay Minister Role and Sarah Collins, our PCC secretary have been hugely supportive in this and many areas. Several children received first communion this year, and we held the Alpha course and an Old Testament Study course. There appears to be larger number of people coming to church – we have had large newcomers teas(!), we've had a few people leave for various reasons, and I would suggest that although the pool of people is bigger, perhaps patterns are changing a little and some people are coming perhaps two or three times a month rather than every Sunday?

A lot of time this year has been taken building on and establishing new links with community groups and businesses. This has particularly happened with the pantry, and this has been our main way of serving the community this year – I say the community, but it is just our community, and it really is serving one another in Rustington. I hope there's no them and us, but just us. We are so blessed by those we come into contact with and whenever I take a step back, I see the joy we all have in sharing meals and coffees and conversation. Our brilliant holiday gatherings provide more opportunities to welcome people into the church buildings. We are so grateful that this year our pantry won the Rustington Parishioners award from the Parish Council.

I had the honour of taking part in the St. George's day service with our local scouts in Arundel Catholic Cathedral, and we have had scouts and guides carol services, concerts with local choirs and the hosting of Deanery, Churches Together events and school groups in church. We continue to work closely with the hospital chaplaincy, four of our nursing homes which receive regular services and occasional visits to St. Bridget's. We regularly support other churches, particularly those who are in Vacancy.

Those who can't get to church receive visits and home communions, and with permission from the Vicar of Littlehampton, we often go a little further afield out of the parish, particularly to keep in touch with those from our own church family who are now in a nursing home. Pastoral care is hugely important and with a lot of funerals taking place and some acute need the load is not always manageable by the clergy, so the work of pastoral visitors and homegroups in ensuring care for one another is vital and appreciated.

All three of our local schools are welcoming and the pantry now runs in two of them. We have enjoyed doing class lessons and assemblies, and Gill Renny has taken the lead in this work. She continues to be a great asset to the team and ran a very lively Holiday club for primary school children in the summer. There are plans for a new after school group which hopefully will feed into Bolders.



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The organisation of the PCC has changed slightly with the Standing Committee doing the 'nuts and bolts' work, and new and revitalised sub-groups in certain areas which also include non-PCC members. Productivity has definitely increased! We now have a Finance group (who, in the absence of a Church Treasurer have been ably chaired by Carrie Mcleod), a Social and Fundraising group, an Eco group, Music team, and a Buildings and Grounds team. Two members of the congregation keep us in touch with our missions and charities. We have worked hard on transparency and communication with a Church Family email every week and a Church diary. I am so grateful to Tony Munday who worked in the office until the middle of this year, and Natalie Stone who has taken over brilliantly for their support and for those who assist them. I am always keen to mention that feedback and conversation, both positive and not so positive are really important and everyone should feel welcome to question anything about the running of the church, talk about disagreements, and matters of Theological difference. Honesty marks a healthy church. As does good Safeguarding which is all of our responsibility.

Just before Christmas, we received our beautiful new robes and altar frontals and marvellous chancel furniture. The care of the building day to day continues and I'm so grateful to the Church Wardens, Jean Bulley and Henry Bott- and those who help them, for doing the lion's share of this – not to mention their personal support of me, which is invaluable. In April 2024 I will be going on Sabbatical for three months and look forward to hearing everything that has happened in my absence!

Once again, it goes without saying, that I am so grateful to God and to each of you be part of the community here and look forward to another year joining in with what God is doing with you all.

*Rev Natalie Loveless*

## **Treasurer's Report**

### **Introduction**

As Treasurers we have produced our Financial Statements in the format required by the Diocese and the Charity Commission.

The parochial Church Council (PCC) is a fully registered Charity under Registration Number 1133812. The members of the PCC are the Trustees of the Charity.

The PCC accounts comprise:

- An independent examiner's report – prepared by Catherine Dixon.
- The Statement of Financial Activities (SOFA).
- The Analysis of Income and Expenditure by code and fund.
- The Statement of Fixed Assets by code showing the changes during the year.
- Balance Sheet Detailed including a breakdown of assets and fund totals.
- Balance Sheet (Church of England).
- Related Parties and transactions.
- Note on Chancel Trust held by the Diocese.
- Explanation of Funds and Bank Accounts.
- An explanation of the calculation of Charitable Giving.

The reports which form the PCC accounts for 2023 were produced from Finance Co-Ordinator 4 which is the software programme on which we record all our accounts information.

### **Income**

Compared to 2022, the total income increased by £12k. However, £12k is restricted income for the Pantry.

There was an increase in collections of £8k. The PGS remains our preferred method of regular giving, being centrally administered on our behalf and relieving some of the administrative burden of Gift Aid claims.

### **Expenditure**

Compared to 2022, the total expenditure increased by £59k. However, £20k was spent on the Children and Family Worker, the Gas and Electricity increased by £11k and £29k was spent on work in the church. The Diocesan Parish Ministry Costs increased by £2k. The upkeep of Henry Ave increased by £4k due to the need for a new boiler amongst other improvements.

### **Summary**

Henry and I would like to thank everyone who has given to the church throughout 2023 and those who were able to increase their voluntary planned giving, and those who made donations.

Our ability to meet our running costs and fund our outreach to the parish and community is much dependent on the generosity of you all. Unfortunately, our income from voluntary income does not match our expenditure. If anyone feels able to increase their voluntary giving, however small the amount, it will help the task.

We are very grateful for the support we have had from the finance team, and we thank Carrie McLeod, Lisa Rogers-Davis, Sue Clark, Jackie Gordon, Graeme Taylor, Michelle Dyne and the late John Hawkins. Our thanks go to them all.

*Jean Bulley and Henry Bott*

## Accounts

### PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

#### STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

		2023			TOTAL FUNDS	2022 TOTAL FUNDS
	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	£
<b>Incoming resources</b>						
<i>Voluntary income</i>	2a	101,354	2,375	0	<b>103,729</b>	91,197
<i>Legacies</i>	2a	9,885	0	0	<b>9,885</b>	5,176
<i>Activities for generating funds</i>	2b	9,464	0	0	<b>9,464</b>	19,713
<i>Income from investments</i>	2c	21,424	5,850	895	<b>28,170</b>	25,299
<i>Church activities</i>	2d	7,753	13,089	0	<b>20,843</b>	12,065
<i>Other incoming resources</i>	2e	24,338	2,691	0	<b>27,029</b>	33,553
<b>Total incoming resources</b>		<b>174,219</b>	<b>24,006</b>	<b>895</b>	<b>199,120</b>	<b>187,003</b>
<b>Resources expended</b>						
<i>Costs of generating voluntary income</i>	3a	2,821	0	0	<b>2,821</b>	3,151
<i>Other Resources used</i>	3c	27,247	7,674	0	<b>34,921</b>	17,266
<i>Church activities</i>	3c	151,053	7,842	0	<b>158,895</b>	120,389
<i>Charitable giving</i>	3c	13,086	2,648	0	<b>15,734</b>	12,842
<i>Governance Costs</i>	3d	0	0	0	<b>0</b>	0
<b>Total resources expended</b>		<b>194,207</b>	<b>18,164</b>	<b>0</b>	<b>212,371</b>	<b>153,648</b>
<b>Net incoming/outgoing resources before transfers</b>		<b>-19,988</b>	<b>5,842</b>	<b>895</b>	<b>-13,251</b>	<b>33,355</b>
<i>Gross transfers in</i>	5a	2,207	138,613	5,064	<b>145,884</b>	212,445
<i>Gross transfers out</i>	5a	-5,491	-3,167	-137,226	<b>-145,884</b>	-212,445
<b>Net incoming/outgoing resources before other recognised gains/losses</b>		<b>-23,272</b>	<b>141,288</b>	<b>-131,267</b>	<b>-13,251</b>	<b>33,355</b>
<i>Gains/(losses) on revaluation of fixed assets and investments</i>	6b	18,311	13,826	2,033	<b>34,170</b>	-72,621
<i>Gains/(losses) on disposal investment assets</i>	6b				<b>0</b>	0
<b>Net movement in funds</b>		<b>-4,961</b>	<b>155,113</b>	<b>-129,234</b>	<b>20,919</b>	<b>-39,266</b>
Total funds brought forward at 01 January 2023		380,744	197,589	51,006	<b>629,339</b>	668,605
<b>Total funds carried forward on 31 December 2023</b>		<b>375,783</b>	<b>352,702</b>	<b>-78,228</b>	<b>650,257</b>	<b>629,339</b>

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON****BALANCE SHEET at 31 DECEMBER 2023**

	Notes	2023	2022
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	6a	69,250	69,250
Investment fixed assets	6b	357,567	330,654
<b>Total fixed assets</b>		<u>426,817</u>	<u>399,904</u>
<b>Current assets</b>			
Cash at bank and in hand	7b	94,109	106,491
Short term deposits	7b	112,011	104,561
Debtors	8	22,260	21,514
		<u>228,379</u>	<u>232,567</u>
Creditors: amounts falling due within one year	9	<u>4,939</u>	<u>3,133</u>
<b>Net current assets</b>		<b>223,440</b>	<b>229,435</b>
<b>Total assets less current liabilities</b>		<u><b>650,257</b></u>	<u><b>629,339</b></u>
Creditors: amounts falling due after one year			
<b>NET ASSETS</b>	7a	<u><b>650,257</b></u>	<u><b>629,339</b></u>
<b>Funds</b>			
<b>Unrestricted funds</b>	10	<b>375,783</b>	<b>380,744</b>
<b>Restricted funds</b>	10	<b>352,702</b>	<b>197,589</b>
<b>Endowment funds</b>	10	<b>-78,228</b>	<b>51,006</b>
		<u><b>650,256</b></u>	<u><b>629,339</b></u>

Approved by the Parochial Church on 19<sup>th</sup> March 2024 and signed on its behalf

Rev'd Natalie Loveless  
Chair

Graeme Taylor  
Finance Officer

The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL of ST PETER &amp; ST PAUL , RUSTINGTON

## CASHFLOW STATEMENT

For the year ended 31 December 2023

	2023 £	2022 £
<b>Net cash outflow from operating activities below</b>	<b>15,980</b>	<b>56,275</b>
<b>Returns on investment and servicing of finance</b>	<b>- 28,170</b>	<b>-25,299</b>
Dividends & deposit interest		
<b>Capital expenditure and financial investment</b>		
Payments to acquire : tangible fixed assets investments		
Receipt from sale of : tangible fixed assets investments	<b>7,257</b>	<b>18,633</b>
Net cash inflow/outflow from capital expenditure and financial investment	<b>- 4,933</b>	<b>49,609</b>
<b>Net cash inflow /outflow before financing</b>		
<b>Financing</b>		
Loans received		
Loan repayments		
Net cash inflow/(outflow) from financing		
<b>Increase/Decrease in cash and cash equivalents</b>		
Cash inflow/outflow from financing		
Change in net funds arising from cash flows		
Non cash adjustments		
Net funds brought forward		
<b>Net Cash Flow</b>	<b>- 4,933</b>	<b>49,609</b>
<b>Analysis of changes in net funds (debt)</b>		

	<u>2023</u>	<u>2022</u>	<u>Cash</u>		
<b><u>Cash equivalents</u></b>					
Short term deposits	<b>112,011</b>	104,561	7,449		
Cash	<b>94,109</b>	106,491	-12,383		
	<b>206,120</b>	211,053	-4,933	<b>- 4,933</b>	<b>49,609</b>
<b>Net cashflow from operating activities</b>					
Total incoming resources				<b>199,120</b>	187,003
Total resources expended				<b>212,371</b>	153,648
				<b>- 13,251</b>	33,355
Investment income				<b>28,170</b>	25,299
Decrease/(increase) in debtors				<b>- 745</b>	-2,136
Increase/(decrease) in creditors				<b>1,807</b>	-243
<b>Net cash in/out from operating activities</b>				<b>15,980</b>	<b>56,275</b>

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**1. Accounting policies**

**a Accounting convention**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current 2015 Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. 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.

**b 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 the capital of which 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

**c Incoming resources**

All incoming resources are accounted for gross.

***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the income is recognised.

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

Where services are provided free and are quantifiable they are recognised at fair value.

***Income from investments***

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

***All other income***

All other income is recognised when it is receivable.

***Gains and losses on investments***

Realised gains are recognised when the investments are sold

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

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**d Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

**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 when paid. 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.

**e 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.

Moveable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as an inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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:

Fixtures and fittings	25% straight line
Audio visual equipment	30% straight line
Office equipment	20% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual 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.

**f 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 uncollectable.

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



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PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

**2 Incoming resources**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 TOTAL FUNDS £	2022 TOTAL FUNDS £
<b>a Voluntary income</b>				0	
Planned Giving - Envelope Giving	4,565			4,565	3,705
Planned Giving - Standing Orders	0.00			0	1,200
Planned Giving - Parish Giving Scheme	59,885			59,885	53,598
Collections at all services	8,237			8,237	6,104
Votive Candles	375			375	436
Sponsored Newsheet	235			235	0
Wall Safe Donations	74			74	139
Sundry donations	8,209			8,209	8,889
Online Donations	3,748			3,748	3,176
Flowers for Church		625		625	455
Income tax recoverable	3,636			3,636	1,931
Income tax recoverable - PGS	12,389			12,389	11,563
Grants		1,750		1,750	0
	101,354	2,375	0	103,729	91,197
Legacies	9,885			9,885	5,176
<b>Total</b>	<b>111,239</b>	<b>2,375</b>	<b>0</b>	<b>113,614</b>	<b>96,373</b>
<b>b Activities for generating funds</b>					
Fund Raising Events	2,999			2,999	8,124
Fundraising for Mission	0			0	170
Fees from weddings, funerals etc	4,765			4,765	4,976
Seasight Income	1,700			1,700	6,443
	9,464	0	0	9,464	19,713
<b>c Investment income</b>					
Dividends	4,701	4,988	651	10,340	10,878
Bank Interest	4,123	863	243	5,230	1,821
Rental 23 Henry Avenue	12,600			12,600	12,600
	21,424	5,850	895	28,170	25,299
<b>d Income from Church Activities</b>					
Coffee Break	2,897			2,897	2,585
Coffee Income - Sunday	1,439			1,439	1,059
Mens Fellowship	571			571	200
Friendship Lunches	2,385			2,385	2,790
Copier/Printer	149			149	20
Allotment Income	247			247	0
Bolders Income		435		435	250
Waffle	65			65	286
Pantry Donations		12,654		12,654	4,875
	7,753	13,089	0	20,843	12,065
<b>e Other incoming resources</b>					
Other Resources	24,338	2,691	0	27,029	33,553
	24,338	2,691	0	27,029	33,553
<b>Total incoming resources</b>	<b>174,219</b>	<b>24,006</b>	<b>895</b>	<b>199,120</b>	<b>187,003</b>



# APCM Report 2024

## PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

3 Resources expended	Unrestricted Funds	Restricted Funds	Endowment Funds	2023 TOTAL FUNDS	2022 TOTAL FUNDS
	£	£	£	£	£
<b>a Costs of generating voluntary income</b>					
Seasight Expenditure	2,701			2,701	2,130
Cost of Fundraising	115			115	982
Sumup Transaction Fees	5			5	40
	2,821			2,821	3,151
<b>b Fund-raising trading costs</b>					
<b>c Church Activities</b>					
Missionary and charitable giving:					
Charitable giving	5,086	2,598		7,684	7,258
Charitable Contribution over PMC*	8,000			8,000	5,000
Grants to Missions and Charities					584
Rustington Churches Together		50		50	0
	13,086	2,648	0	15,734	12,842
Ministry costs:					
Diocesan Parish Ministry Costs*	78,795			78,795	76,967
Assistant Clergy	1,844			1,844	1,999
Vicarage expenses (inc Tel) & V Tel	3,603			3,603	2,989
Clergy expenses	0			0	0
Mission & Evangelism					
Children Family Worker	20,968			20,968	5,299
Young People Expenses/CFW	815			815	0
Mens Fellowship	60	272		332	0
Messy Church					489
Rocks					-23
Waffle	392			392	350
Bolders		501		501	681
Salaries: Organists	2,758			2,758	2,296
Parish Admin & Assistant	6,059			6,059	4,653
Church running expenses	6,235			6,235	5,629
Electricity	6,254			6,254	2,268
Gas	8,377			8,377	1,450
Water Rates	190			190	170
Office expenses	1,757			1,757	1,237
Audiovisual	536			536	392
Support	1,456			1,456	557
Software and other IT costs	1,435			1,435	1,033
Fees Paid					
Church maintenance/Other Maintenance					
Organ (incl. insurance)	146			146	284
Upkeep of services					
Wine,wafers & candles	1,911			1,911	1,253
Music Expenses/Materials	637	304		941	586
Flowers for Church Expenses		1,361		1,361	1,532
Upkeep of churchyard	288			288	965
Upkeep of rented property: 23 Henry Avenue	5,764			5,764	1,677
Church Refurbishment and Improvements	21,484	7,674		29,158	15,589
VAT reclaimed	-416			-416	0
Allotment	194			194	0
Coffee Break & Sunday Coffee expenses	767			767	614
Friendship Lunches	2,673			2,673	1,759
Pantry Expenditure		5,248		5,248	1,563
Bank charges	120			120	120
Church Hall	3,198	156		3,354	3,276
	191,386	18,164	0	193,816	150,497
<b>d Governance costs</b>					
	0	0	0	0	0
<b>Total resources expended</b>	194,207	18,164	0	212,371	153,648

\*The Charitable Contribution over Parish Ministry Costs (£8,000) plus the Diocesan Parish Ministry Costs (£78,795) make up the total Diocesan Parish Contribution (£86,795).

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

	2023	2022
	£	£
<b>4 Staff Costs</b>	<b>8,818</b>	<b>6,949</b>

**a Wages and salaries**

During the year the PCC employed a Parish Administrator and various organists , all part-time, and a Children and Family Worker.

**5a Analysis of transfers between funds**

	Transfers In £	Transfers Out £
General Fund	2,207	5,491
Designated Fund		
Phillipa Senst		
Restricted	138,613	3,167
Endowment	5,064	137,226
<b>Total</b>	<b>145,884</b>	<b>145,884</b>

**6 Fixed Assets**

<b>a Tangible fixed assets</b>	Freehold land and buildings	<b>TOTAL</b>
<b>Cost</b>	<b>£</b>	<b>£</b>
At 1 January 2023	69,250	<b>69,250</b>
Additions		
Disposals		
Revaluation		
At 31 December 2023	<u>69,250</u>	<u><b>69,250</b></u>
<b>Depreciation</b>		
At 1 January 2023		
Provided in the year		
Disposals		
<b>Net book amount at 31 December 2023</b>	<u>69,250</u>	<u><b>69,250</b></u>

The Freehold land and Buildings comprise 23 Henry Avenue, Rustington. This property is let on a tenancy arrangement until the 23rd August 2024 at £12,600 per annum. The value is shown at its historic cost in 1988.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31 December 2023

**6 Fixed Assets** (continued)

<b>b Investment fixed assets</b>	Bal. b/fwd	New Investmts	Part Sale	Gains/losses	Bal. c/fwd
	£	£	£	£	£
Unrestricted:					
Reserve Fund	26,626		7,257	1,668	<b>21,037</b>
CBF Equity Fund (P Senst)	53,072			5,649	<b>58,721</b>
CBF Global Eq. Fund (P Senst)	73,760			10,994	<b>84,754</b>
Restricted					
Burial Ground Trust Fund	154,748			13,802	<b>168,550</b>
Endowment (Stipend) Fund	418			23	<b>441</b>
Endowed:					
Brown (Fabric) Fund	19,840			1,827	<b>21,667</b>
Everett/Scott Fund	2,190			206	<b>2,396</b>
<b>Total</b>	<b>330,654</b>		<b>7,257</b>	<b>34,170</b>	<b>357,567</b>

**7a Analysis of Net Assets by Fund**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Fixed assets for church use	69,250			69,250
Investment fixed assets	164,512	168,992	24,063	357,567
Current assets	146,431	184,240	-102,291	228,379
Current Liabilities				
Long term liabilities				
<b>Total</b>	<b>380,193</b>	<b>353,232</b>	<b>-78,228</b>	<b>655,196</b>

**b Analysis of Current Assets**

Debtors	743	275		1,018
Current A/c	8,387	-10,116	3,404	1,675
Multiple funds	13,664	31,446	373	45,484
Reserve A/c	11,651	-4,874		6,777
Burial Ground Trust A/c		151,165	-131,905	19,259
Fabric A/c		-5,162	25,838	20,676
Service Fees	-26	264		239
Chancel Trust (Fabric) A/c		21,241		21,241
CBF Deposit Fund (P Senst)	112,011			112,011
<b>Total</b>	<b>146,431</b>	<b>184,240</b>	<b>-102,291</b>	<b>228,379</b>

In 2013 the PCC agreed to divide the Philippa Senst bequest, to minimise risk until it was spent, as decided by the PCC. The PCC agreed to invest in two CBF Funds [see 6b Investment Fixed Assets] and two deposit accounts [see 7b Analysis of Current Assets - CBF Deposit Fund].

The **Service Fees** bank account was opened in Feb-23 to better manage the receipt and distribution of service fee elements. The other accounts were already in existence going into 2023.

**8 Debtors**

	2023	2022
	£	£
HMRC - Income tax recoverable		
Chancel fund held by diocese	<b>21,241</b>	20,593
Income Receivable	<b>1,018</b>	921
	<b>22,260</b>	<b>21,514</b>

NOTES TO THE FINANCIAL STATEMENTS (continued)

**For the year ended 31 December 2023****9 Creditors: amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Accruals - HMRC (PAYE)	1,260	966
Electricity	899	
Family Support Worker		
Gas	1,730	
Agency collection	309	2,566
Sundry	741	-399
<b>Total</b>	<b>4,939</b>	<b>3,133</b>

**10 Statement of funds**

	Bal b/fwd 1 Jan 2023	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31 Dec 2023
	£	£	£	£	£
<b>Unrestricted Funds</b>					
General fund	73,628	137,644	144,813	-2,654	63,805
Designated Fund	5,867	28,392	27,772	-630	5,857
Reserve Fund	62,945	734	0	1,668	65,347
Bequest - P Senst	238,304	7,449	21,621	16,643	240,774
	<u>380,744</u>	<u>174,219</u>	<u>194,207</u>	<u>15,027</u>	<u>375,783</u>
<b>Restricted Funds</b>					
Restricted Fund	197,589	24,006	18,164	149,272	352,702
	<u>197,589</u>	<u>24,006</u>	<u>18,164</u>	<u>149,272</u>	<u>352,702</u>
<b>Endowment Funds</b>					
Burial Ground Fund	8,221			-137,226	-129,005
Fabric Fund	42,266	829		4,409	47,504
Chancel Trust Fund					0
Everett/Scott Fund	519	66		2,688	3,273
Unnamed					0
	<u>51,006</u>	<u>895</u>	<u>0</u>	<u>-130,129</u>	<u>-78,228</u>
<b>Total funds</b>	<u>629,339</u>	<u>199,120</u>	<u>212,371</u>	<u>34,170</u>	<u>650,257</u>

The above table shows the total value of all the funds held by the PCC and the balance c/fwd total for each fund includes both capital and income.

**11 Related parties and transactions**

No related party transactions during the year.

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2023**

**12 Contingent Liabilities**

There are no known contingencies

**13 Contractual Liabilities**

There are no known contractual liabilities



## **PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2023**

#### **Funds**

The figures shown in **Note 7b Analysis of Current Assets** show the amounts available to the PCC under the headings of **Unrestricted, Restricted** and **Endowed**.

The following explains the nature of the various funds, the purposes for which they may be expended and the bank accounts in which they are held.

#### **Funds/Bank Accounts**

The **General Fund**, held in a **Current Account**, is **Unrestricted**. The General Fund is used to receive and pay everyday income and expenditure.

The **Reserve Fund** is held in the **Reserve Account** and is **Unrestricted**. This fund was set up in 1988 with an initial investment of £25,000 in the Central Board of Finance Church of England Investment Fund and Fixed Interest Securities (CBF).

The fund receives quarterly dividend income from the capital sum invested. The PCC wishes, as far as possible, to retain the capital investment of the fund and to spend only its income.

#### **Multiple Funds Account:**

This account contains designated and restricted funds for various church activities/groups and projects. Further detail:

#### **Designated Funds**

Waffle, Allotment, Men's Fellowship, Seasight, Friendship Lunches, P Senst Bequest

#### **Restricted Funds**

\*Healey Fund (Choir), Bolders, The Pantry, HB Repair Grant, Charitable Giving No 3

Being amounts donated/raised for a specific purpose these funds are Restricted and cannot be re-designated to another use.

\*(**Healey** – holds donations made in 1983 in memory of Mr T A Healey who had been organist for more than 50 years. The fund may be used at the discretion of the PCC for any purpose connected with the choir.)

#### **The following funds were spent and closed in 2023.**

Choir, Ecclesiastical Vessels, Men's Fellowship - SPSP Computer Repair Fund, Audrey Ross Legacy, Lychgate Fencing Grant, Jungle Jamboree, Elizabeth Dyos Legacy

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2023**

**Funds (continued)**

The following funds are **Endowment Funds**. The capital sums are held by the Diocese as Custodian Trustee and may only be used in exceptional circumstances and with their permission. The income from these investments can be used but is restricted according to the terms of each respective fund.

The **Burial Ground Trust Fund** receives income from a capital investment in the Central Board of Finance of £38,138 being one half of the proceeds of the sale of the "New" Burial Ground in Worthing Road, in 1984. The income may be used for expenditure on the buildings of the church, the church hall and the vicarage but not for general expenditure.

The **Fabric Fund** receives dividend income from a capital investment with the Central Board of Finance. The income may only be used for the maintenance and repair of the church fabric.

The following are further investments over which the PCC has limited control. The funds are held by the Diocese on behalf of the PCC and may be used only on application to the Diocese.

The **Chancel Trust Fund** is an investment of 756.00 CBF Investment Fund (Income) Shares. The accumulated income is restricted to expenditure on the fabric (but not the fittings) of the chancel.

The **Everett/Scott Fund** is an investment of 106.00 CBF Investment Fund (Income) Shares whose value is recorded as an endowment fund.

The **Endowment (Stipend) Fund** is an investment of 305.00 CBF Fixed Interest Security (Income) Shares whose value is recorded as an endowment fund.

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON****NOTES TO THE FINANCIAL STATEMENTS (continued)****For the year ended 31 December 2023****Charitable Giving****(An explanation of the calculation of the Charitable Giving)**

This is calculated with reference to the total income received from the Parish Giving Scheme (PGS) and the regular giving received in the Yellow Envelopes. A budget figure is agreed at the beginning of the year of 10% of the expected income from these sources. At the end of the year, an actual figure is calculated and any excess distributed.

The giving is split in three ways. The recipients are named charities \* (which are agreed by the PCC) and a charitable fund which can be allocated to various charities at the PCC's discretion. Any other money raised by the church/missions during the year will also be allocated in this way.

**Calculation for Charitable Giving**

In 2023 the total income from PGS &amp; Yellow Envelopes was £61,493

Charitable Giving (if calculated at 10%) £6,149.00

Distributed in 2023 to each recipient:

FSW	£1,500.00
<u>CMS Jaffa</u>	£1,500.00
Charitable Fund (Restricted)	£1,500.00
	<hr/> £4,500.00

Balance paid to recipients in 2024 (3x £549.50) £1,648.50

Fundraising events during 2023 raised £2,717.00

This is split between the church and the Charities.

Distributed in 2023 to each recipient:

FSW	£453.00
CMS Jaffa	£453.00
Charitable Fund (Restricted)	£453.00
	<hr/> £1,358.00

(\*) In 2020 the PCC agreed to support FSW and Kevin and Jen Cable (CMS Jaffa).





**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name

The PCC of the Ecclesiastical Parish of St Peter & St Paul Rustington

#### On accounts for the year ended

31<sup>st</sup> December 2023

Charity no  
(if any)

1133812

#### Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended ~~31/12/2023~~ **31/12/2023**.

#### Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

#### Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

*C. Dixon*

Date:

10<sup>th</sup> April 2024

Name:

Catherine Dixon

Relevant professional qualification(s) or body (if any):

FCCA - ACCA

Address:

7 Solent Close, Littlehampton, BN17 6SQ

### **Churchwarden's Report**

Firstly, we would like to thank Carrie (as retiring C/W) for all that she undertook during her years as Churchwarden, she will be a hard act to follow! We are very grateful that she has agreed to help us with various aspects of our responsibilities.

One of the highlights of the year – and we had to wait until almost the end of it – was the arrival of the new Chancel furniture/Altar frontals and Priest Vestments. It was well worth the wait. The Chancel now appears more open, and we are sure the choir are more comfortable with the bonus of having a ledge to place their books on. Earlier in the year new altar linen was purchased as those in use were becoming quite worn.

Some of the outstanding quinquennial work, such as keeping the gulleys/gutters, walls etc free from weeds and ivy was carried out. This was mainly due to the many 'gardeners' who turned up in September for the churchyard clear up. Readers of Seasight will have seen the results in photos of the full to overflowing green waste bins, and 20+ black refuse sacks of even more green waste! The plan for the future is to have two or three of these mornings each year to keep on top of the weeds.

New Lych Gates and alongside them a small fence panel were installed in April. 15 folding tables were bought for occasional use in the church and have been a boon for the family gatherings. Before this tables were carried over from the hall.

Unfortunately, issues with the lights in the church have been ongoing but the PCC agreed a quote by CLS and work on replacing the lights should commence in the first part of 2024.

Bill Dodd and his AV team, including new recruits, have worked tirelessly in less-than-ideal circumstances (not least do they manage whilst literally having to face the wrong way) delivering on screen and livestreaming of our main Sunday service etc. but we are hopeful that maintenance, alterations and upgrades that we would like to see go ahead in 2024 will improve what is their workplace and attract more recruits!

After the APCM the PCC, having considered the matter at length, decided not to appoint a Treasurer for the time being but, with our approval, the responsibility of treasurer defaulted to us as Churchwardens! We could not have coped without the fantastic finance team guiding us throughout the year – many thanks to Lisa Roger-Davies, Sue Clark, Graeme Taylor, Carrie McLeod, Michelle Dyne and Jackie Gordon with the occasional, and much appreciated help of Sarah McCurrach too.

The cottage continues to be let out with the same tenants in place.

We would like to thank all the individuals and groups who work tirelessly to ensure that our church is growing, reaching out and becoming more part of the community.

Lastly, we could not forget our leaders – Natalie and Laura – their guidance, management, pastoral care and personal support means so much to us.

*Jean Bulley and Henry Bott*

**All things Floral:****Church Allotment and Cutting Garden**

The changing weather continued to challenge the team but notwithstanding the variable heat and rain we continued to supply our Church with fresh blooms every week throughout the growing season. As a result of your generous donations and money raised from the sale of our rhubarb and bouquets, we were able to purchase new Dahlias (including the lovely pink Dahlia "Sweet Nathalie" that the children of Rocks presented to our own Rev. Natalie), Foxgloves, Rhubarb, Gladioli, Delphiniums, Cosmos and flowering shrubs, and mulch. Unfortunately, the slugs made short work of the young, tender Delphiniums so a lesson learned!

We were delighted to have the Rustington Rainbows and the children of Bolders visit the plot on 15<sup>th</sup> June and 18<sup>th</sup> July. The children were able to go home with flower posies and were anxious to learn about what we were growing. Both evenings were a lovely experience for us and the children.

The Plot supplied flowers for all of our Church festivals, and the blooms are always available for private purchase. The Plot attracts numerous birds, frogs, insects, moths and butterflies. We use no chemicals and it is wonderful to be surrounded by so much nature.

With many thanks to Mike and Kate for all their hard work. They have now stepped down from the team but Carole, Ian and Graham continue to work incredibly hard, and Jennie's help in helping me cut for Church is invaluable. Tracey joined the team during the year and is working on the church plot and also my own plot that is used for not only my own produce but also to grow additional flowers for Church. Thank you so much - without you all the plots would not flourish..... and, of course, without Janis and her flower team, we would have no glorious arrangements every week. A big thank you to you all.

The Church Allotment is self-supporting and relies entirely upon your donations. You are all so very generous - thank you so much. We have some exciting plans for 2024 - look out for information in Seasight and the notice sheet.

*"From the bare earth erupts a cascade of colour - a rainbow of blooms to gladden the heart."*

*Julie Churcher and Team. Graham, Carole, Ian, Jennie and Tracey*

Opening Balance 1.1.23 (Cash and Bank)	£207.74
Income - Donations 2023 to include for Rhubarb/Flowers and from PCC for half share of ground work (£40.00).	225.66
<b>TOTAL IN HAND</b>	<b>433.40</b>
LESS - Expenses 2023.	372.75
<b>CREDIT BALANCE IN HAND 31.12.2023 in Bank (no cash).</b>	<b>60.65</b>

### **Church Flowers**

The nine-member strong Flower Team, under the guidance of Janis Saunders and Jean Alison, continued to provide beautiful floral displays for our Church every week throughout the year (apart from Lent and Advent). John Saunders supports the team and his provision of refreshments during the preparation for major events is much appreciated. During 2023 flowers were provided for two Weddings and other special events and celebrations. The Coronation of King Charles III on 6<sup>th</sup> May saw our Church transformed into an oasis of floral beauty, and our thanks go to Janis for her imaginative concepts. The Team now has an eco-approach to its work and floral foam is now being phased out and a new compostable product is being used in its place. The Church Allotment provides as many blooms as possible in season and it is to be hoped that as time goes on we will be able to use British grown flowers over those that are imported. Thank you to our amazing and talented team.

### **The Church Hall Planter**

Our thanks must go to Colin Cleaver for designing and making the planter for us, and charging only for incidental materials used (the wood was provided at no cost). The ladies of 'Waffle' very generously sponsored the cost of the Planter in 2023, and we were very grateful for all other personal monetary gifts which allow the Planter to be refreshed throughout the year. The blooms have really brightened up the front facade of the Church Hall. The display is maintained by Julie and Graham Churcher who, during 2023, received many positive comments from passers-by. Thank you all.

### **The Churchyard flower plots and "tidy up" team**

The flowers plots and displays, particularly outside the North door, are maintained by Carole Moulard and add a lovely burst of colour. Thank you, Carole. Our thanks go to Pam Brooks and her team for their occasional 'Tidy Up' projects that keep the pathways clear and the green tangles at bay.

Without flowers our environment would be a much poorer place and we continue to endeavour to provide sustainable blooms, not only for ourselves, but for those we share our world with - the wildlife and insects. The one cannot survive without the other. Thank you to our Church Family for all the support you provide.

*Julie Churcher*

### **Audio Visual Team**

And so it continues... never a dull moment, each service is unique and fun!

We have added some talented volunteers to help swell the merry band of active AV helpers. We are also on the way to resite-ing the 'AV desk' to the area just in front of the West Door. This will really help as then we will see what is happening in the front of the church. It will stop the cries of 'Bill can we have the creed up please'.

The AV team have been visiting other churches AV systems in advance of refreshing the AV system in a couple of years to deal with the new technical challenges and peoples dreams. We are glad to say that we appear to be generally offering a very competitive and creative setup compared to other churches. It has helped us to be more effective by adding such items as a Microphone Status indicator for helping clergy during complex services. We deal with a large range of services, they keep us on our toes. Adding new ideas to help the church communicate better during the services is ongoing.

However, time moves on and technology will need replacing.

As well as displaying the words and graphics we are very well aware that there are difficulties for certain disabilities. We have managed to add the South Projector to help the problem of 'sitters view' being obscured by the 'stander-ups'. There is an iPad option for Visually challenged and also for those 'sitters' that need a better view. Maybe we can fit in some audio descriptions later ...? There are paper copies of the hymns at the back of the church to add to communication. Recently we have been made aware about the problem of shadow fonts for certain visual challenges so these were removed.

If you have any difficulty please do ask and talk to us. There will be a questionnaire later in the year to help you tell us about what we should be doing.

We also provide livestreaming services via YouTube to broadcast the church services to people at home. We estimate that each broadcasted service is watched throughout the week by about 150 people. These are seen in individual homes and local care homes. Although we have had a remote couple contacting us. We love to hear from people adding their thoughts on the YouTube chat

It's very gratifying that SPSP congregation do sing loudly thanks to the AV system. We are working to ensure that the excellent Choir and Music group are heard clearer in the church and the livestreaming. It is also a technical challenge.

The exciting new church branding will be incorporated into the notices later in the year.

Always pressing buttons... We offer AV help at Weddings and Funerals.

We help and encourage the preachers and presidents of the church to use AV without being intrusive to the spiritual environment which is the primary reason of all our church services.

It is a complex task and we are NOT perfect. We are always looking for new helpers over the age of 17, you don't have to be master IT specialists, just willing to be conscientious. We offer full training and support at all levels.

We are always open to suggestions and are always grateful for suggestions and feedback. We are certified for DBS training of young and vulnerable people. DO talk to us.

Thanks to Bob, Diana, Faye, Geoff, Glyn, Harry, James (ninja 8 o'clock AV helper!) and Julian. Not forgetting the PCC and Church Wardens for supporting our aims. Ever onwards...

*Bill Dodd*

## **Noah's Ark**

This lovely parent and toddler group continues to flourish, ably supported by an excellent team of volunteers who work on a rota basis.

2023 has been another busy year for Noah's Ark with new families joining as we wave off another cohort who have made their way to school.

Each week during term time, the group has met in the hall with a wide range of activities to enable play and learning for the children and social interactions and strong friendships for the parents. Activities that are provided include a baby area with appropriate toys and bouncy chairs and a book corner for those quieter moments. There is an area for role play, a gross motor skills area with slide and see-saw alongside ever popular ride on toys. A 'tuff tray' with sensory materials or play dough is set up each week alongside a craft session to work those fine motor skills and creativity. Every session concludes with a time when we gather together to sing some of our favourite songs and to wish each other well for the week ahead.

During the session, refreshments are served and our continuing relationship with our pantry means that there are often delicious bakery treats to share with the group. These are really appreciated by the parents and children alike.

The group has been well attended this year with an average of 15 – 18 families. At Easter we enjoyed a toddler service in church, with an Easter egg hunt and in the summer, we had a picnic lunch in Mewsbrook Park followed by a trip on the miniature railway, which the children absolutely loved. Christmas brought a joyful Christmas party with delicious food and a visit from Father Christmas. These activities and resources were funded by the £1 each family pays for sessions that they attend.

The group also hosted our first giveaway event where the parents brought toys, clothes and equipment that they no longer needed to share with the wider community. This was a busy and productive session which supported our eco ethos as a church as well as providing for the needs of others.

The volunteers on the Noah's Ark team work extremely hard and have created a wonderful sense of community for the families who attend this group and this is evident in the popularity and reputation that Noah's Ark has in the village. A huge 'thank you' to this amazing team.

*Gill Renny*

## **Rocks**

This group meets on Sunday mornings during the 10.00 am service (with the exception of all age services). Attendance has been on average 6-8 primary age children for the sessions, with some children attending regularly and others on an occasional basis. The team is led by four adults, two of whom lead each session through creative story-telling, games and crafts.

As 2023 was the diocesan 'Year of the Old Testament', we suspended our usual practice of teaching from the gospel reading in the lectionary for the week to spend time teaching the children Old Testament stories and characters. These have been enjoyable sessions for the children and the adults and an opportunity to explore stories that we hadn't visited for a while. At the end of each session the children have enjoyed sharing their learning with the wider congregation.

Children from this group have become increasingly involved in the worship of the church with participants enthusiastically taking on the roles of crucifers and acolytes and in carrying the gospel. Children are invited to assist in preparing the altar for communion alongside the clergy and servers. They are valuable worshippers in our church community and learn more about the sacrament of the eucharist as they help out in a practical way.

Some of the children were able to help the flower team at Easter by creating a beautiful Easter Garden that was then a focal part of the display in church over the Easter period.

## APCM Report 2024

This year, two of the children from the group completed a Communion Course and have been admitted to communion. They were thoroughly engaged in learning about the Eucharist and received Holy Communion for the first time at the Harvest service. It is a real encouragement to the team to see children taking further steps in their journey of faith and to witness their growth in this and other ways.

In the Autumn, the children and their families really enjoyed a 'Sausage Sizzle' evening, planned for them by the Social Group, this was a time of joy, fun and strengthening friendships for both the children and the parents who attended. Plans were also made through the Eco Group for an initiative for 2024 in which the Rocks will encourage environmental awareness with the wider church community.

The wonderful team who work with this group teach the children in a creative and age appropriate way, building important relationships along the way. Their skills and the time that they devote to this group is greatly appreciated.

*Gill Renny*

### **Bolders**

This lively and energetic group meets on Tuesday afternoons during term time in the hall and we currently have around twelve regular members.

Each of our sessions involves games, a wide range of planned activities alongside prayer and discussion. A fantastic team of volunteers work on a rota to provide engaging and fun sessions for this group of young people who range from school years six to eight.

A rolling programme of drama, games, cooking, eco activities and art and craft mean that there is variety that appeals to all the young people who come. At every session there is space for the young people to chat and relax and to share what is going on in their lives. The team are great listeners and there is a real sense of support for the group members and strong relationships that continue to grow. In every session there is a time of prayer when leaders and young people gather to reflect and give thanks, this sacred moment is integral to the group, however busy the session might be.

This group also welcomes guests and some of the visits this year have been particularly memorable. Some of the local scout leaders came in to teach the young people 'paracording', showing them how to use special knotting techniques to turn rope into bracelets and keyrings. Paul Sanderson, chaplain at the Littlehampton Academy, led sessions at Christmas and Easter using amazingly creative storytelling to present these important stories in a new and memorable way. Our drama teacher, Temesis, led great interactive sessions for part of the year but has now moved away and we would like to note our thanks for the work that she did for Bolders.

From time to time, we take this group off site for activities and this year we had games sessions both on the green near the seafront and at Woodlands Park – it was great to have a bigger space in which to play games and sports with the group and to make use of some of the great outdoor areas we have on our doorstep. We visited the church allotment and learned about how it is used to provide food and flowers in a sustainable way. At Christmas we had an amazing time doing 'Clip and Climb' at the local 'Out of Bounds' centre – we have some incredible climbers in the group and each participant showed a real willingness to give the climbing a go and push themselves – it was an absolute joy for the team to see.

APCM Report 2024

Our plans for the up-coming year include more practical environmental work and a focus in our reflections and discussions on building a timeline of the life of Jesus.

A committed and creative team of regulars and other church members, who join us occasionally, make this group a time of real fun and friendship which is really valued by the young people who attend and by their parents. Their hard work and commitment is truly appreciated.

*Gill Renny*

### **Buildings Committee**

This committee was formed in May 2023 and reports back to the PCC. It first met in June and includes the two Churchwardens – Henry Bott and Jean Bulley plus Lisa Rogers-Davis, Bill Dodd, Jackie Gordon, Glyn Mathias, and Dot Mitcham.

The group reviewed and prioritised work to be done as identified by the church inspecting architect in his Quinquennial Report. This report lists the work needing to be done to keep the church and churchyard in good repair. Advice and quotes were sought for:

- Renewing the grilles protecting the stained-glass windows (final survey due February 2024).
- Enable the inner glass doors to close properly (visit due in January 2024).
- Renew Church lighting system – agreed by PCC in November 2023. (Work to be done May 2024).

Churchyard - Arun District Council now cut the grass in the churchyard approximately every 5 weeks. The Eco group were invited to think about “rewilding” an area of the churchyard. Regular dates in the year arranged when weeds are removed from the lower part of the church walls and ground gutters, head stones and churchyard walls.

Storage - Use of storage in church to be reviewed early next year.

*Dot Mitcham*

### **Church Hall**

During 2023 the Hall has been fully open and used by Church Groups and external hirers. The Church Hall is a great asset to both the Church and its associated groups as well as the greater community and an ongoing maintenance programme is essential to keep it in good order.

Further projects that were to be considered during 2023 are now being moved to 2024 and include:

- the repair and redecoration of the timber windows on the west and north elevations of the building.
- The repair to the damaged lintel on the south elevation of the building.
- Planning a maintenance programme for the roof, where work is required.
- Access to the loft space above the kitchen.

Due to increased running and maintenance costs higher charges for the use of the Hall were started to be introduced during 2020. However, the financial benefit of these increased charges did not start to happen until June 2021 when the Hall fully reopened and only really seen during 2023, which was fortunate because of the higher utility charges.



All the health and Safety Testing is currently up to date.

A massive thank you to Jan Watson and Alison German, Mike Merry and recently Carol Garside who have been doing a sterling job of keeping the car park tidy and clear of leaves and rubbish. Their help is very much appreciated.

Also, a special thank you to Hazel Castle who continues her excellent work in looking after the cleaning of the Hall. A big thank you to Ann Mathias who continues to look after the Kitchen and ensure its smooth running. Thank you also to Dot Mitcham who kindly agreed to audit the 2023 accounts.

Bob Bulley has been acting as my shadow and covers me when I am unavailable, such as when I am on holiday. This is in addition to continuing with looking after the Hall Accounts/Finances and helping with minor maintenance. His support is invaluable and very much appreciated.

*Christopher Simmance (Hall Manager), Rev Natalie Loveless, Bob Bulley, Ann Mathias, Henry Bott and Jean Bulley*

## Parochial Church Council of St Peter &amp; St Paul Parish Church, Rustington

## Church Hall Account

For the year ended 31st December 2023

		<u>2023 (£)</u>	<u>2022 (£)</u>
<b>Monies Received</b>	Lettings	<b>20,835.79</b>	18,330.50
	Donations	<b>770.00</b>	64.00
	Interest on Deposit Account	<b>188.64</b>	18.95
	Insurance Claim		473.10
	Cottage Rent	<b>12,759.00</b>	4,290.20
	Miscellaneous Payment*		64.00
	<b>Total Monies Received</b>	<b><u>34,553.43</u></b>	<b><u>23,240.75</u></b>
<b>Expenditure</b>			
<b>Maintenance/Repairs</b>			
	General Buildings	<b>496.74</b>	2,469.66
	Fire Extinguishers & Alarms	<b>350.25</b>	658.15
	Boiler Service/Heating Repairs	<b>312.00</b>	294.00
	Sundry Expenses	<b>213.95</b>	356.59
		<b><u>1,372.94</u></b>	<b><u>3,778.40</u></b>
<b>Administration</b>			
	Heating & Lighting	<b>8,719.99</b>	2,976.22
	Water Charges	<b>1,214.49</b>	680.49
	Insurance	<b>1,143.55</b>	1,052.76
	Music Licence	<b>451.92</b>	161.86
	Cleaning & Waste Disposal	<b>7,378.86</b>	5,736.31
		<b><u>18,908.81</u></b>	<b><u>10,607.64</u></b>
	Cottage Expenditure - Insurance, management fees etc:	<b>3,195.10</b>	952.70
	Refund*		64.00
<b>Total Expenditure For Year</b>		<b><u>23,476.85</u></b>	<b><u>15,402.74</u></b>
<b>Net Surplus or Loss For Year</b>		<b>11,076.58</b>	7,838.01
Balances Brought Forward at 01/01/2023		<b><u>16,013.19</u></b>	<b><u>8,175.18</u></b>
Balances Carried Forward at 31/12/2023		<b><u>27,089.77</u></b>	<b><u>16,013.19</u></b>
Represented by:	NatWest Bank Deposit Account	<b>20,109.11</b>	10,356.57
	NatWest Bank Current Account	<b>6,965.55</b>	5,625.02
	Cash	<b>15.11</b>	31.60
		<b><u>27,089.77</u></b>	<b><u>16,013.19</u></b>

Prepared by: SHalleyVerified by: Sammit KhanCapacity: HALL TREASURERCapacity: Ex-ChurchwardenDate: 31st January 2024

### **Coffee Break**

2023 was another successful year for Coffee Break. We continue with our outreach and have been gratified by newcomers and our longtime customers' reactions to our hospitality. Groups who include the health walkers, fitness class from the Scout Hut and the art class also enjoy the refreshments and friendly atmosphere. The income raised during 2023 made our hard work worthwhile. We continue to receive help from the church office and the team who put out the tables. Our kitchen and front of house staff enable us to function efficiently, and their reliability in turning up every week is greatly appreciated. If anyone would like to join our helpers at Coffee Break during 2024 we would be pleased to hear from you.

*Jean Jenkins and Christine Roberts*

### **Eco Church Group report**

The Eco Church Group was formed in June 2023 and is made up of members of the PCC and other members of the congregation with special interest in environmental issues. We meet together every 6 to 8 weeks. Our aim is to support the vision of our church and *to be fuelled by prayer, guided by the spirit, to transform our structures so they are more environmentally focused and to encourage and enable the participation of all our community in this work in caring for God's creation.*

We have registered St Peter and St Paul's Church with A Rocha UK which is a project designed to grow Eco Church and bring care for God's creation into the heart of more communities. We have started the process of working through the awards survey which has involved reviewing our current work in: our worship and teaching; our care of our buildings; our care of our land; our community and global engagement; our lifestyle. From this process, we have been able to identify our areas of strength and areas for development, some quick wins and some greater challenges to overcome in gaining our first award. A key aim for our work in 2024 is to share more of this with the church family as there are small things everyone can do to make a difference (e.g. the suggestion of birdboxes in the winter months).

As part of our research and developing understanding of what Eco Church means, Gill was able to attend the 'Creation Calls' conference organised by the Diocese in the summer to help reflect on the challenge and the hope of caring for God's creation.

Faye also made a connection with St Michael's Church in Amberley, who have already been awarded an A Rocha Bronze Award, to find out about the work they have done and organised a visit for some members of the group to see what 'Eco Church' looks like in practice.

2023 was just the very start of Eco Church, we are very excited for what 2024 has to bring for our work in the church. We are grateful for the ongoing prayer, support and questions from the church family about what we are doing. We would really appreciate your prayers going forward (and more questions too!).

*Rev Laura Darrall, Faye Faithfull, Geoff Gibb, Sophie Gumbrell, Liz Henderson, Gill Renny, Diana Shepherd*

### **Family Support Work - Chichester Diocesan Association for FSW**

During the last year, we have continued to see the effects of rising energy prices and an increase in the cost of living, alongside a huge demand on Social Care services. There has been a rise in thresholds for statutory support and this in turn has had an impact on FSW.

Becca has seen an increase of vulnerable families experiencing financial problems, poor mental health and children displaying behavioural issues. The rise of children in the community with SEND (Special Educational Needs and Disabilities) is growing.

Becca has welcomed the growth of the Pantry and the outreach activities at St Peter and Paul, as well as being able to work with Gill (Children and Family Worker). The volunteers from St Peter and Paul continue to play an important part in sustaining support for families and they have helped Becca to provide activities throughout the year:

- Monthly After School Club in Rustington and East Preston
- SEND workshops at Creative Heart Littlehampton
- Summer activity day at East Preston
- SEND Forest School at Dappers Lane Angmering
- Day at Warnham Park
- Activity day at Arundel cricket ground
- Fortnightly drop in for parents at Establo

This year saw the arrival of Jane Lyons - Community Engagement and Volunteer Coordinator. She visited St Peter and Paul on Mission Sunday and spoke to us in the church hall about FSW and volunteering.

A word of thanks to all the volunteers for their continued work and dedication: Jacky Arnold, Barbara Faux, Susan Fisher, Mo Gibb, Jenny Hodgett, Joyce Nichols, Gill Renny, Jan Watson and Meghan.

We are always looking to welcome new volunteers.

*Philippa Dabin*

### **Footsteps**

We had only 8 walks in 2023, the January walk being cancelled due to bad weather and due to other commitments, there were no walks in May, August and November. Edward Pope kindly stepped in to lead the February walk when I was unwell and Carol Cornfoot led us in September. We all enjoyed the times we spent out and about in various locations such as Littlehampton west beach, Eartham, Findon, Cissbury (on a very hot day), Long Furlong and Chichester canal.

The average attendance was 11 with the lowest turnout being 9 and the highest 15.

I was very touched and grateful to receive a gift voucher to spend in Mountain Warehouse on my 'retirement', I have spent of it on a new waterproof jacket and a pair of lightweight walking shoes, which I am sure you will spot on future walks. Thank you all for your support and encouragement over the years.

I have enjoyed my time running this group but felt it was time to hand it over. I am very grateful to Diana Shepherd for taking over the organization of the Footsteps group from January 2024 and to Pam Lewis for stepping in to arrange the monthly walks. I wish them well and hope you will all continue to support the group.

*Catherine Gleadow*

### **Friendship Lunch**

The year has run smoothly, but culminated in the retirement of Ann & Glyn, Christine & Roger and Joy; Fran having retired earlier during the year.

It has been a pleasure to cook for the guests who attend each month. Unfortunately, some of them have moved on during the year to be near relatives or into accommodation more suited to their needs. We had special birthdays aplenty to celebrate and the chat and laughter showed how much everyone enjoyed getting together for the monthly lunch.

The lunches offer an important opportunity for a get together over a nice meal and a glass of wine or apple juice and it is hoped that a new team will be found to continue this out-reach.

Thanks must go to everyone who volunteered to help, from those who ensured that the guests got to the lunch in plenty of time and got back home safely - to our "Treasurer", to those who serve the drinks; the waiters and waitresses, those who set up the hall, those who wash up and last, but not least, those that shop, cook and serve both the hot meals and the delicious puddings! We must also make special mention of Pam, who co-ordinates invitations, transport and keeps the whole venture running smoothly!

*Joy Bohm, Pam Brooks, Julie Churcher, Ann Mathias, Christine Roberts*

### **PS to Friendship Lunch report**

Those of us who have worked with the 'kitchen team' for 9 years or so want to express our gratitude to them for their dedication and commitment during these years. A wonderful meal has been presented to us at each of our lunches – whether we are vegetarian, wheat free or dairy free. Catering for 28 – 35 members is never easy, but our team has been gracious and proficient in everything that they have done. A heartfelt 'Thank you' from the rest of the team.

*Pam Brooks*

### **Church Gatherings**

The vision of opening our beautiful Church to our community coincided with seeing a video that formed part of the 'Great Is Thy Faithfulness' course in 2022.

Church should be about worshiping God through Jesus, making Him known, and connecting Him with others. But what if people feel daunted by the formality of church services or for some other reason, they are unable to step inside the door? The ethos of the Gatherings is simple: as Christ's followers we should create an atmosphere in church that is relaxed and fun and invite all people, regardless of their background. We should be the ones throwing the party, serving and giving people the opportunity to build relationships with each other and with God.

Our Gatherings take place on Thursday mornings during the school holidays; and in 2023 there were eight Gatherings in total: one in the February half-term, one in the Easter Holidays, one in the June half-term and five during the Summer holidays. In terms of measuring the success of our Gatherings, we are confident that the space, activities, hospitality and warm welcome have come together to create the sort of atmosphere where important connections were made. We started off trying to count the number of visitors, but there really were so many!

## APCM Report 2024

What takes place at our Gatherings are activities for people of all ages to enjoy: crafts, jigsaws, board games, knit and natter etc. There is also a soft-play area for babies and toddlers. Refreshments, homemade cakes and snacks are all offered free of charge, whilst a wonderful group of musicians play and sing throughout.

The Gatherings have proved to be a positive form of outreach for the community. Several of the people who came to our Gatherings told our volunteers that they have lived in Rustington for years and yet have never set foot in our church. They were surprised with the beauty of the church and how it welcomes all people. Throughout the Summer, there were several people who came along every Thursday, pointing out they loved the 'feel-good' atmosphere and had made new friends.

Our vicar, Rev Natalie and our Curate, Rev Laura, were present at most of the Gatherings, chatting, singing and taking part in activities. Some people's preconceived views of church and Christians as being formal and serious were changed by coming to the Gatherings and interacting with our clergy in a relaxed, fun environment. Some adults and families who came to the Gatherings but are not church goers have since attended certain church services – All Age services, Harvest Festival and the Christmas Carol service.

People who came to the Gatherings during the Summer were asked to draw an outline of their hand and write what it is that they liked about our Church and/or our Gatherings. The responses from people of all ages were heartwarming and humbling. They were keen to tell us that their interactions with people at the Gatherings were enjoyable and mattered to them.

Here are some of their comments:

*"Wonderful opportunity for all ages to come together for fun and friendship. Keep it going."*

*"The Gatherings are welcoming to all. There are so many activities and opportunities for families, young people and for those of advancing years!!"*

*"I can be myself in this church. I'm safe, accepted and loved."*

*"I love coming to the Gatherings because everyone is so welcoming and I meet new people. My children love to come it's nice to sit in a church and feel peaceful and happy."*

The Gatherings are completely free of charge, however we have a donation pot at the refreshment counter at each session and it never remains empty – people are generous and give if they can. We are pleased to report that the nine Gatherings that took place in 2023 raised a total of £424.29 from donations.

The Gatherings would not be a success without the time, commitment and talents of our wonderful volunteers. At every session we have approximately 30 helpers who carry out different roles – welcoming and chatting to people, playing/singing, running the refreshment counter, preparing and doing crafts with the children, supervising the soft play area, playing games and jigsaws with our visitors. We are grateful to all who were involved in the Gatherings in 2023 as well as those people who helped to decorate the church at some of the sessions and those who baked scrumptious cakes for people to enjoy.

Grace Sims

### **Home Communions**

We started the year with five Lay Ministers and four other friends who come along on visits for Home Communions. Between us, at that time, we were seeing thirteen people each month. Some of us go to one person regularly while others may visit one or two, each week. We all have different demands on our time, but we try to ensure that each recipient sees two people from the church about once a month. Natalie and Laura are also making regular monthly visits to various Care and Nursing Homes.

Early in the year, as the team was getting larger, we decided to meet more regularly to keep updated, arrange holiday cover and support each other in what can be a demanding ministry. We now try to get together on the first Wednesday morning of each month after Morning Prayer, and this has been a good time for sharing and encouraging each other.

By December things had changed. Among our long-time recipients two had died, others had moved away and two were in hospital. Some of the Team members were also out of action for various reasons, and so we were very happy when Carrie McLeod, who is now a Lay Minister, and two extra people joined the team for regular visits. Between us we are regularly seeing 12 people each month. (But it's not all the same ones as those we saw at the start of the year!)

We are always ready to visit people who cannot get to church, whether temporarily or long-term. The simple service lasts about 20 minutes and we often stay and chat for a while and many good friendships are built up in this way.

If you would like to know more, or have a friend or neighbour who would like to receive Holy Communion at home, please contact Sue Clark or Brenda Meakins. Thank you.

*Brenda Meakins*

### **Kevin and Jen Cable in Jaffa**

2023 was an eventful and difficult year for Kevin and Jen.

They had a short break in Galilee in the spring and then a three-week trip to the USA in June for a speaking and fund-raising tour. They visited churches in the Dallas area and Kevin did some preaching. While they were away a friend, an Anglican Priest living in Jerusalem, took the services and looked after their congregation and their dog Trixie.

In the summer, because the church is not likely to be useable for some while, a new approach was needed. With consultation with CMS and the Diocese of Jerusalem, St Peter's, in partnership with the Israel Trust for the Anglican Church, became a daughter church of Christchurch in the Old City of Jerusalem. Christchurch was the first Protestant church to be founded in the Holy Land. The ITAC also oversees the Beit Immanuel building in Jaffa, which means they are able to use more fully that building and work more closely with the staff and volunteers there. The main difference this made was a change of name to Christchurch Jaffa. This way forward will bring many benefits, but it is still deeply disappointing that St Peter's church will remain closed for the foreseeable future. Many hours have been spent on this project and it is still hoped that one day the church will reopen.

They have been on high alert almost the whole time they have been in Israel, having had to make use of their 'safe room' several times during rocket attacks.

After the attacks on 7<sup>th</sup> October, Kevin and Jen moved to Jerusalem where they stayed in the Christchurch compound. They helped in the guest house, ministering to displaced people and guests. Kevin also maintained an online connection with the Jaffa congregation. They were in Jerusalem for a somewhat muted Christmas celebration due to the continuing war.

Post script: the war is ongoing but Kevin and Jen have moved back to Jaffa and still need our prayers for their continued safety and for guidance as to the future of their ministry.

*Susan Fisher*

## **Men's Fellowship**

The fellowship meets monthly to bring together Christian Men. Its members are a diverse set of people, different backgrounds, different experiences, different talents. Always caring. Meetings aim to outreach to other religions, interests, and persuasions to broaden our own thoughts and ideals.

We normally meet on the first Wednesday evening of each month at 7:00 pm; networking and discussing various issues. Each meeting we highlight an interest. Our 'talks' come from organisations, charities and generally people with an individual passion. We rely on our members sharing their life experiences, encourage well being and promote Christian viewpoints. It provides confidence and inclusion.

Normally beginning at 7:00 pm we start by having a time to chat to each other, with a well-stocked refreshment platter. The meeting starts about 30 minutes later with a welcome and a 'Thought for the day and Prayer' from clergy and pastoral workers.

Together with a small group of like minds we rely on our members' volunteering their ideas, needs (and cakes).

This year we decided to donate half of our excess funds to providing refurbished Computers to needy members of our community.

Attending the meetings costs £3 with a voluntary door raffle to win a bottle of wine or a supermarket voucher.

The talks and events we had in the year to December 2023 were:-

**January** – Graeme Taylor – Women's suffrage.

**February** – Roberts' Surprise Evening – Posties, music and the unique Robert !

**March** – Brian Freeland – Bohemian Paris.

**April** – Diane Kearsey – Philippines – Riches, Poverty, chocolate hills and prayer.

**May** – Graeme Taylor – King Charles III and his love of local composer Parry.

**June** – Christopher Simmance – Aurora Borealis – The Northern Lights, Myths and Legends.

**July** – Battle of Britain – Race for Radar – The hidden story.

**August** – A Summer's evening at the Lamb ( + AGM )

**September** – George Jones – Pipes, Sticks, Cricket Balls and Whistles.

**October** – Andy Slark – The Police's challenges with Forensics in Road Accidents.

**November** – Martin Alderton – The Dark Side of Arundel.

**December** – Xmas Extravaganza, Prizes, Games (with Robert!) – run up to Xmas. Always a good one.



The talks were without exception fascinating and showed the passion of people and local interests.

We are very grateful for all the help given to us by the refreshment team and the cakes kindly provided by the members and their partners. Come when you can, all welcome.

We are looking to put more meetings videoed online for those who cannot physically attend. Many thanks to Bob Bulley, Glyn Matthias and Julian Masters; with the help of Pat Brooks and Mervyn Wright contributing their thoughts. A sad goodbye to John Hawkins and Brian Freeland. Thanks to the Church Hall management.

Our web site is <https://spsp-mens-fellowship.club>

### **Men's Fellowship Account 2023**

01/01/2023 Carried Forward	£497.84	Speakers	£55.00
Subscriptions	£338.00	Refund Bill Dodd (Computer Repair)	£112.32
Raffle	£152.50	Refund Charlie Sims (Pantry Laptop)	£120.00
		Refund Bill Dodd (Pantry Laptop)	£39.76
		Refund Bill Dodd (Xmas Event)	£60.00
Total	£988.34	Total	£387.08
		31/12/2023 Carried Over	£601.26

*Bill Dodd*

### **Choir**

The choir has had a good year and has been regular in their worship and musical contributions. We welcomed Peter, new to the area, last September and numbers have been consistent over the year. At special services, in particular the Carol Service, we have welcomed several others from the church family to join us so that we can sing four-part choral anthems, carols and hymns.

This also happens sometimes during our singing during the administration of communion. We are grateful to these people and hope that at some point they may feel able to join the choir but equally no pressure.

We remain affiliated to the RSCM which provides us with a quarterly magazine, support, and discount for the purchase of church music.

I would like to thank the choir for their loyalty and personal support to me.

On behalf of the whole church family, I would like to thank George and James for their dedicated playing and ensuring that between them our services were covered. We are so blessed to have such excellent organists here in Rustington.

*Carrie McLeod*

### **Music group**

The music group has grown in number and played with enthusiasm at the all age services and also the occasional evening service. I would like to thank Mike McCurrach for all his work and directing of the music group over the year.

New members to the choir, occasional singers and music group are always welcome so please contact me.

Also let me know of any requests for hymns either for special events and anniversaries or just because it's your favourite and hasn't been sung for a while.

I would like to thank Natalie and Laura for all their help and support of the music within the church. How lucky we are to have such a gifted musical vicar and a curate with such enthusiasm and how much we enjoy their singing of parts of our Mass settings and Evensong.

*Carrie McLeod*

### **St. Peter and St. Paul Pantry**

Our Church Pantry has steadily grown and developed throughout the year. As the number of Pantry users has increased, we have introduced new initiatives to try and help our visitors in every way we can.

Alongside the distribution of food items at every session we also have some kind of social event taking place. This may simply be coffee and croissants or possibly a roast dinner at our monthly Pantry Social. The idea is to provide a safe, friendly environment for our Pantry users to get to know us and one another. We use these occasions to make available representatives from Southern Water and Christians Against Poverty to offer their help. We also have a Liaison Officer on hand to help with signposting and contacting essential benefits and services.

One of our volunteers identified a need for a quieter social occasion for those Pantry Users who would prefer to chat with other adults in a less crowded environment. This year we introduced a "Coffee and Chat" session once a month on a Friday. They were held during the last four months of the year and have proved to be very popular with around a dozen regulars.

The number of Pantry users at the Church Hall grew steadily throughout the first 8 months of the year. Visitor numbers peaked at 77 one week in August and has now levelled off to a steady 60 or so every week. We gave out 1000 more bags of food this year than in 2022.

Our local community has shown such wonderful support to this work. We have regular, reliable weekly food donations from our church congregation. Many of our local retailers have collection points in their shops and several supermarkets now have donation points with our name on. The community aspect was really recognised when your Pantry was awarded the Rustington Parish Council Parishioners' Award 2023 for outstanding public service to the community.

Each week we top up the food donations with a 'Click & Collect' shop (by using the Easyfundraising link we have raised £58 for our Church). We are blessed to receive cash donations from some of our parishioners which enable us to ensure that we have sufficient stocks of the core items for every session.

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During the year we received grants from:

Arun District Council, Lidl and Sainsburys, totalling £2000

We also received donations from the following organisations:

Littlehampton District Lions Club, Angmering & South Downs Rotary Club, St. Joseph's Catholic Church in Rustington, Rustington Community Choir, Rusti Belles W.I., St Bridget's Fun Run, Hargreaves Property Investment & Development, and Inspirations Community Choir, totalling £4741

We received individual donations totalling £6151

Total Income £12893

Total Expenditure £5380

(Expenditure equates to roughly £100 per week and £1.50 per Pantry User per week).

Our Pantry is now well established in two local schools: Georgian Gardens Community Primary School and Rustington Community Primary School (RPC). Between the two schools around 30 families are supported each week. RCP has been largely self-sufficient in collecting food, as well as receiving a large donation from Argos in Rustington.

We have a wonderful team of 28 volunteers. There are so many different roles requiring different talents needed to run our Pantry. Some are responsible for the collection and distribution of food; others make coffee or help out with catering at our social events. Just as important are our volunteers that simply meet and talk to our visitors, making them welcome and finding out how we can help them. Some of our team maintain our contact with Willow & Eve and manage the supply of the fabulous clothes that we have been able to give to our Pantry users. One volunteer offers a repair service for household items, which has been much appreciated. Our dedicated Pantry Liaison Officer has helped several Pantry users access the benefits and support services they are entitled to and has helped to improve their wellbeing.

It has been humbling to see so many of our Pantry users and our volunteers join us in church. Some to our holiday Gatherings and many at our church services.

We no longer see quite a number of the users that came to the Pantry when we first opened as their circumstances have changed and they are now managing on their own. It has always been our intention to try not to create a dependency and it is encouraging to see that the number of Pantry users has levelled out whilst we still have new visitors virtually every week.

We are enormously grateful to our Church family, local businesses and individuals for all they do to enable us to open our Pantry each week and provide the food and support to members of our community who are struggling financially. We couldn't do it without their ongoing support and generosity. We thank God for all that has been achieved.

*Charlie Sims*

### **Pastoral Care in the parish**

The Welcome Team has the privilege of greeting all those who attend the 10.00 am service on a Sunday and there is usually one of us outside and one inside the church, helping to make you feel welcome. After the service we encourage the newer members to come and have refreshments in the church hall so that they can meet other members of the church as we sit and talk to each other.

We try to hold 2 Welcome Afternoons a year in the Vicarage. Last year we had 9 guests on April 30<sup>th</sup> and 24 on November 19<sup>th</sup>.

The 27 Pastoral Visitors are responsible for a small geographical area close to where they live. These include one for Angmering, one for East Preston and four for Littlehampton. We try to be aware of the church members in our area without being intrusive and yet available to them. We are often the ones who distribute Seasight, so that is a natural contact. We can sometimes update the clergy team of any illness or difficulty – if we are given permission to do so. If you don't know who your PV is, please ask one of the Welcome Team and please give us ideas for making our role more effective. We want everyone to feel welcome and safe.

*Pam Brooks, Jean Allison, Shirley Fisher, Jenny Forse, Maureen Gibb and Rosemary McLachlan*

### **Quiet Mornings**

Traditionally we have held two quiet mornings in the year; one at the start of Lent and one at the start of Advent. In 2023, we felt there may be a need for another quiet morning and so held on in August as well.

All three mornings were well attended, showing that there is indeed a need for people to be able to have the time and space to just 'be'.

Some people enjoy listening to their music, others take the opportunity to do a bit of reading or personal reflection.

We have had a mixture of pictures and photos on which to reflect, as well as offering some crafts or activities, which people have enjoyed too. There is always colouring available and this remains a popular choice amongst people.

We reflected on paintings by Sieger Koder, poems by TS Eliot, and different pieces of scripture.

I also offered hand massages, which seem popular and touch people in different ways.

We are grateful to the team of people who help with the setting up of tables, moving of chairs, operating the AV system when needed and those who make and serve the tea/coffee.

We did a little survey after one of the quiet mornings, and overall, it seems that people are happy with what we are providing, so we will continue doing what we do! If you feel you'd like to join the team, please do speak with either Brenda Meakins or myself.

*Sarah Collins*

## **Sacristans**

Sacristans continued to support the set up for services of holy communion and related duties including the moving of furniture, changing altar frontals, in line with the liturgical colour for the season.

In June, linens used at Holy Communion were replaced (purificators, lavabo towels, chalice palls, chalice corporals).

In July, we welcomed Carrie McLeod to the team as Sacristan, Server and latterly Eucharistic Minister.

In September, non-alcoholic Communion wine was introduced at Communion, as an option for those with an intolerance to alcohol. This is used at the Sunday 10.00 am service.

In November, Nyla Bulley led the Remembrance Day parade in Rustington. Nyla was presented with a special 'Server's Cross' in acknowledgement of her commitment and contribution as a young and inspiring Server and Sacristan.

The church family continue to support the team with the laundering of items used at communion, white vestments and the cleaning of silverware.

An exciting end to 2023 as the new Chancel furniture was delivered, which included a new altar, credence table, Paschal candle stand, lecterns and clergy/choir seating. This culminated with altar and credence cloths being made 'in house'.

*Claire Birkhead*

*Henry Bott*

*Jean Bulley*

*Nyla Bulley*

*Susan Fisher*

*Carol Garside*

*Carrie McLeod*

## **Safeguarding**

'Speak out on behalf of the voiceless and for the rights of all who are vulnerable.' (Proverbs 31:8)

At St Peter and St Paul we strive to be a church which provides a safe environment in which adults and children can worship, take part in activities and raise questions and concerns without fear.

Although some members of the Church Family have particular responsibility for the establishment and maintenance of this safe environment, it is the duty of all of us to be aware of and report issues of unsafe practice.

The PCC follows the House of Bishops' guidance on Safeguarding Children and Vulnerable Adults and complies with the Safeguarding and Clergy Discipline Measure 2016.

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A copy of this guidance can be seen in the Parish Office, along with our Safeguarding Policies. The latter were reviewed and approved by the PCC in January 2024 and are also available through our Church website.

The PCC has also published policies on Anti-Bullying, E-safety, Whistleblowing and Responding to Safeguarding Issues.

Anglican Survivors Group: This group, supporting victims of abuse in the Anglican Church has been carrying out a survey of Parish Websites, although without the authority of Chichester Diocese.

We were pleased to be contacted by a representative who was very complimentary about the ease with which Safeguarding information can be accessed from the St Peter and St Paul website.

Safeguarding Incidents: In recent months, there have been reports of some safeguarding concerns. I am very grateful to those leaders of Children's and Young People's groups, and others, who have been vigilant in identifying indications of risk and have acted on personal disclosures. These have been followed up with referrals to appropriate organisations and support from Church Family members.

Disclosure and Barring Service (DBS): We ensure that all who work with children and adults have the appropriate DBS certification in place including, where necessary, checks of the lists of those barred from associating with vulnerable groups.

Currently, 37 members of our church family hold Enhanced Disclosure Certificates for work with Children and/or Adults.

Certificates issued before 2021 are valid for 5 years. The House of Bishops ruling is that any new certificates issued since then are renewable after 3 years.

Because of this change and our need to issue a number of Certificates for areas of church work in 2019, 17 DBS Certificates will need to be renewed during 2024.

The facility for being able to verify identity electronically should ease this process.

Training: Currently, 56 Church Family members have completed the Church of England Safeguarding Training, mostly at Basic and Foundation Levels.

This is a requirement for those who hold DBS Certificates. We also continue to provide training for those not required to make a DBS Application but who provide invaluable support in sensitive areas, such as the Pantry.

*Keith Henderson*

## **Seasight**

The compilation, production and distribution of Seasight magazine has gone well through 2023 with the editors now approaching the end of their fourteenth year in the role. It's gratifying that it is still being produced as a paper magazine, what with the competition of social media. Hopefully it will run for a few more years in this format.

The advertising revenue was similar to previous years as were magazine sales with a normal print run of around 220 per edition, though on occasion extra copies have been printed if needed. The

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editors would still like to see more content from the church family about anything interesting that you have been up to and would like to share. Sourcing original material is very problematical.

The current printer is now five years old and still going well, though it did have a hissy fit on its fifth birthday, which necessitated calling out the engineer. It gets greater use now doing printing for the office and various church groups.

At our last committee meeting in October, it was decided to increase the cover price from 60p to £1 and also the advertising fees in Seasight. Hopefully this will make the magazine viable with the increase in colour pages and the cost of paper and staples. A colour page cost ten times as much as a mono page.

Thanks go to Glyn Mathias our treasurer, Fran Tuppen - distribution, Sarah McCurrach – advertising and Julie Churcher our chair, who all freely give their time and effort and to all those involved with the monthly distribution of the magazine and sending in articles for each edition.

*Jean and Bob Bulley. Joint Editors*

### 'SEASIGHT' - THE MAGAZINE OF ST PETER & ST PAUL, RUSTINGTON

#### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>INCOMING RESOURCES</b>			
<i>Sales of Magazines and donations</i>		969.62	1,861.06
<i>Advertising Income</i>		730.00	810.00
<i>Contribution from PCC towards usage charges</i>	1&2		
<i>Private work</i>			
<b>TOTAL INCOMING RESOURCES</b>		<u>1,699.62</u>	<u>2,671.06</u>
<b>RESOURCES EXPENDED</b>			
<i>Paper and card etc.</i>		212.47	230.59
<i>Staples</i>		257.52	87.84
<i>Per copy cost plus Quarterly charge</i>		2,176.80	1,730.41
<i>Annual Administration Fee</i>		54.00	54.00
<i>Purchases for office/hall</i>			
<i>Purchase of leaving gift (secretary)</i>			26.99
<b>TOTAL RESOURCES EXPENDED</b>		<u>2,700.79</u>	<u>2,129.83</u>
<b>NET MOVEMENT IN FUNDS</b>		-1,001.17	541.23
<b>BALANCE B/FWD 1 JANUARY</b>		4,353.49	3,812.26
<b>BALANCE C/FWD 31 DECEMBER</b>		<u>3,352.32</u>	<u>4,353.49</u>

### **Social and Fundraising Group**

This group was formed in June 2023 and the members are Joanna Brown, Sarah Collins, Carrie McLeod, Jan Peacock and Lisa Rogers-Davis. It was (and still is) our intention for the focus to be on the social side, with any fundraising being a bonus. Our first event was the church barbecue, held for our Patronal Festival in June. It was lovely for folk to get together with a chance to chat and eat and we had a request to repeat this event in 2024. Special thanks go to Rob Peacock, Henry Bott and Michael Collins for their cooking skills on what was a particularly hot day.

The Summer Fayre was next and once again, it was good to have time and space for folk to sit and chat over a bacon sandwich or a slice of cake and a cup of coffee. We had a good mix of stalls – games for children, various guessing games, auctions, tombola, a raffle, beautiful flower arrangements (thank you to Janis and John Saunders) and splat-the-vicar! Thanks to Natalie for being such a good sport. We also decided to have some of the stalls in the church and it gave a good opportunity to welcome people into our beautiful church building.

In September, we held the Harvest Supper – again in church, setting out the tables in a cross, down and across the aisle. Thanks again to Janis for her beautiful table floral displays. As well as a delicious meal, we enjoyed a table quiz, some music and once again, the chance to share time and fellowship with each other.

In November, we held a sausage and sparkler sizzle at Sarah's house, for the families who come to church. It was a cold but dry night and we all enjoyed sizzling not only sausages, but giant marshmallows, as well as indulging in a hot chocolate or mulled cider, whilst we lit our sparklers and enjoyed the neighbouring firework displays.

We have a good variety of events planned for 2024, from our Mardi Gras party to visiting a Christmas Market. All these are marked in the church calendar so please do make a note of them. It is our aim to have a good mixture of events so there will be something for everyone.

The five of us in the group meet up frequently to plan and review each event and we are very grateful to all those who help at the events – setting up tables, clearing up and doing some washing up if needed and particularly to Bob Bully for printing the tickets for us. And of course, thank you to all of you who come along and support these events.

*The Social and Fundraising Group*



### **WAFFLE - Women About Fellowship, Fun, Laughter and Entertainment**

A full year of gatherings was enjoyed by the ladies of Waffle. The aim of Waffle is to “demonstrate the love of God to women of all ages in Rustington and surrounding areas in a fun, inclusive and life enhancing way.” We enjoyed a diverse variety of speakers including those from our Church and from garden and animal-based charities and also from local enterprises and businesses. In July an outing with refreshments was enjoyed to The Ferring Country Centre, whose representative had come to speak to us in February about the Centre’s ethos of ‘creating positive futures.’

Waffle was instrumental in 2023 in sponsoring the setup costs of the new Church Hall Planter (see separate report) that has been positively received by all those passing by. A very generous gesture for which we are so grateful.

During the year Jenny Everett, and at the end of the year, Ann Mathias, stood down from the Co-ordinating Group and they were both presented with a gift in thanks for their hard work and commitment. The year end was celebrated with a Christmas Party and the making of beautiful sugar paste Angels.

Waffle meets on the second Wednesday of the month at 7.30 pm with some monthly variations, and includes an exciting speaker and refreshments. All women are welcome. As at end December 2023 the members of the Co-ordinating group were Sue Baldock, Julie Churcher, and Thelma Manning.

*Julie Churcher*

## **A Final Prayer from Oscar Romero**

It helps now and then to step back and take the long view.  
The kingdom is not only beyond our efforts,  
it is even beyond our vision.  
We accomplish in our lifetime only a tiny fraction  
of the magnificent enterprise that is God's work.  
Nothing we do is complete,  
which is another way of saying  
that the kingdom always lies beyond us.  
No statement says all that could be said.  
No prayer fully expresses our faith.  
No confession brings perfection,  
no pastoral visit brings perfect wholeness.  
No programme accomplishes the Church's mission.  
That is what we are about.  
We plant the seeds that one day will grow.  
We water seeds already planted,  
knowing that they hold future promise.  
We lay foundations that will need further development.  
We provide yeast that produces effects far beyond our capabilities.  
We cannot do everything,  
and there is a sense of liberation in realising that.  
This enables us to do something,  
and to do it very well.  
It may be incomplete, but it is a beginning,  
a step along the way,  
an opportunity for the Lord's grace to enter and do the rest.  
We may never see the end results,  
but that is the difference between the master builder and the worker.  
We are the workers, not the master builders,  
servants, ministers, not messiahs.  
We are the prophets of a future not of our own.  
Amen.

**And may the Grace of our Lord Jesus Christ, and the love of God and the fellowship of the Holy Spirit, be with us all, evermore. Amen**