



Parochial Church Council of St Peter ad Vincula, Wisborough Green
Registered Charity no. 1133950

Trustees Annual Report for 2020

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.

Membership of the PCC is determined under the Church Representation Rules and consists of certain Ex officio members, the Churchwardens and members of the Deanery or General Synods together with members of the church who are elected by the Annual Parochial Church Meeting (APCM). Members of the congregation are warmly encouraged to stand for election to the PCC and an attempt is made to ensure a balance of skills and experience where possible.

The primary objective of St Peter'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 Rev Clive Jenkins, in promoting in the ecclesiastical parish the whole mission of the Church pastoral, evangelistic, social and ecumenical.

The PCC oversees the general financial dimension of the work of St Peter's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-ordinating the annual Christian Stewardship review of donations through planned giving.

The Standing and Finance Committee is made up of the Incumbent, the Churchwardens, the PCC Secretary and Treasurer. It meets between meetings of the PCC and sets the agenda for the next full PCC meeting. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

During the year, the following served as members of the PCC:

EX OFFICIO MEMBERS:

The Reverend Clive Jenkins	<i>Incumbent and PCC Chairman</i>
Mr Richard Parish	<i>Churchwarden</i>
Mrs. Henrietta Warwick	<i>Churchwarden and Safeguarding</i>

ELECTED MEMBERS (and responsibilities):

Mrs. Sue Nicholls	<i>PCC Secretary</i>
Mr. Jamie Daniell	<i>Treasurer and Deanery Synod Member</i>
Ms. Rosemary Crafter	<i>Electoral Roll Officer</i>
Ms Nicola Mendelssohn	<i>Policies</i>
Mr Chris Harris	<i>Graveyard Records</i>
Mr David Roberts	<i>Church Cleaning</i>
Mr Roland Zilz	<i>Editor of Ad Vincula and Communications</i>
Mrs. Marion Jenkins	<i>Deanery Synod Member</i>
Mrs Tricia Howarth	<i>Co-opted December 2020</i>

Aspects of Church Life at St Peter's

The Covid-19 Pandemic and the associated lockdowns and restrictions have seriously affected church life at St Peter's during 2020. So many of the activities mentioned under the following headings have had to be suspended.

- ***Prayer:***

Individual and corporate spirituality through prayer groups, quiet mornings, intercessions, retreats, and a weekly parish prayer meeting which specifically prays for the life and work of all at St Peter's are encouraged but during 2020 these activities have been seriously curtailed.

- ***Christian Healing:***

The ministry of healing and wholeness within our church is an integral part of our worship augmenting that which is already implicit in the Eucharist and our prayer life.

- ***Worship:***

The worship environment and range of services offered is reviewed at intervals, together with an exploration of the liturgical and musical resources, traditional and modern, available. In a normal year, Sung Communion, All Age Communion, Time for God and Refresh Contemporary Worship would all be held on a regular basis. During 2020 this has not always been possible as, for long periods during the year, the Church has been closed for communal worship and group meetings not allowed.

- ***Christian Education:***

Through the promotion of daily bible study guides and house study groups, which meet regularly throughout the year, church members are encouraged to grow in faith. House study groups have not been able to meet during 2020 although one group has conducted online Bible study.

- ***Christian Stewardship:***

The teaching and impetus about Christian giving and stewardship of our time and talents, as well as our money is maintained. All are regarded as a trust from God to be utilised in his service. Focus is put on requesting a review of such giving and encouraging new members to give as appropriate. Those who already do so, on a regular basis are acknowledged with grateful thanks.

- ***Young People:***

Every opportunity is sought for children and young people to learn and experience Christian life, fellowship and worship through the Time for God service and special family services at Christmas and Easter. There is a strong link with the local primary school which is encouraged to visit the church and hold major festival services there for all the children during term-time. Normally, 'Wizzy Tots' meets regularly and 'Messy Church' is held in the Village Hall once a month. It has not been possible for these groups to meet during 2020

- ***Pastoral Care:***

Pastoral care and friendship is offered to those who are housebound or otherwise in need. Newcomers to the village are welcomed and issued with a booklet containing useful information and contact details. A village car and library service is available for those who require it. The village car service has not been able to operate during 2020 and house visits have been suspended.

- ***St. Peter's Mission Team***

There is a focus on mission both in the UK and the wider world, and in 2020 a number of charitable causes were supported ranging from local to international as well as for Diocesan Family Support Work.

- ***Social Development:***

An attempt is made to develop an enhanced sense of fellowship both within the church community and the village through the organization of a range of social activities. Film Nights, the screening of televised national events both sporting and otherwise, Church Breakfasts with a speaker, the Harvest Supper and Harvest Auction, Xpresso, Singing For Fun at Wyatt House and St Peter's Lunch Club which has become a village institution since it was first started 25 years ago, and is open to all in the village providing fellowship and food on six occasions throughout the year, are all examples of this. During 2020 these activities have been suspended.

General Review of the Year

2020 was coloured by the Coronavirus Pandemic and the restrictions imposed as a result of the nationwide lockdowns which came into force at the end of March.

For the first three months of the year, however, life continued as normal with the main event being the licensing, on 22nd January of Rev. Clive Jenkins as incumbent. Since his arrival in Wisborough Green, Clive had been priest-in-charge. The licensing was conducted by the Archdeacon of Horsham, the Ven. Fiona Windsor.

Two Film Nights were held, one in February and one in early March before lockdown restrictions put an end to normal activities.

At the Annual Parochial Church Meeting, delayed from April 2020 until 27th September 2020, Mr. Jamie Daniell stood down as Churchwarden after a number of years of sterling service.

Mr Richard Parish was re-elected as Churchwarden and Mrs Henrietta Warwick elected as Churchwarden to replace Mr Jamie Daniell.

The Churchwardens met with the Incumbent on Zoom regularly throughout the year.

Standing and Finance Committee meetings as well as full PCC meetings were held on Zoom throughout the year.

Our finances continued to be monitored and for this, sincere thanks are extended to our Treasurer Jamie Daniell. Mrs Zoe Hall, a professional bookkeeper was employed during 2019 as a financial assistant. This appointment proved to be most successful and as a result Zoe's role and responsibilities were extended during 2020. The audited accounts together with the Annual Financial Report for 2020 appear elsewhere in this booklet.

It is important to note that the ministry within and beyond St Peter's is a shared enterprise and as such, there are many people who are actively involved – too many to mention by name. Mrs. Sue Nicholls was re-elected as the PCC Secretary and thanks go to her as well as to all the members of the PCC and everyone who shares in the ministry of St Peter's, great or small, as together we discern God's call of us in the service of his Kingdom.

In 2020 there were 96 parishioners on the church electoral roll which was revised in March. 66 members of the Roll are resident in the Parish and 30 outside.

Because of lockdowns, the number of services held in Church were limited during 2020. The average weekly attendance at these services was 51 adults (16+) and 3 children.

The Church building was closed from 23rd March when the first major lockdown began and all services were suspended from that date. To fill the gaps this suspension caused, recorded, virtual services were produced and the links to these recordings made available on the Church website. When we were able to re-open the building on 5th July and hold services again, albeit constrained by the restrictions imposed, these services were recorded and made available for those unable to attend in person.

We owe a great debt of gratitude to Roland Zilz who has masterminded the production of the virtual services as well as the recording of the live services once we were able to return to Church. He has given endless hours of his time and his skills and dedication to the task have been much appreciated.

In last year's report, following the completion of the re-ordering works, it was acknowledged that we now have a church that is in excellent condition with facilities compatible with the 21st century and that as well as continuing to provide a strong, spiritual centre to the village it is our duty to ensure that this facility should be used for the benefit of the whole community. Sadly, because of Covid-19, we have not been able to move forward with our plans to do this but it is to be hoped that it won't be too long before we can resume monthly Film Nights and events centred on televised screenings of major occasions such as those organized in 2019 around the Rugby World Cup Final and the Last Night of the Proms.

It was not possible to go ahead in June with the planned Open Gardens but it is hoped that this event will now take place in May 2021. Easter, Harvest and Christmas celebrations in 2020 were very restricted. A Harvest Service was held but rather than the traditional gifts of garden flowers and vegetables, donations were made to Family Support Work. There was no Harvest Supper and for the first time for many years, the traditional Harvest Auction at The Cricketers could not take place. Christmas saw just two services on Christmas morning. There was no Carol Service, Christmas Eve Crib Service or Christmas Eve Midnight Service. We were, however, able to go carol singing on three nights during the week before Christmas observing the regulations regarding social distancing. Thanks are due to those who supported this initiative and to Henrietta Warwick for organising the three evenings.

To counter this somewhat negative view of the year it is important to acknowledge that a number of positives have come from it. It was pleasing to be able, for much of the year, to keep the Church building open for private visits, prayer and contemplation even though it was not possible to hold services. It is perhaps true to say that the lockdowns have helped, with the aid of technology, to foster greater Christian support and friendship. We have come, in many ways, to rely on each other much more. St Peter's, in conjunction with the Parish Council, has been a part of the 'Village Care Scheme' offering help and support to the villagers of Wisborough Green who require it. Our virtual and recorded services, which have been made available online, have received many 'hits' and have been enjoyed and appreciated not only by members of our own congregation but also by others from outside of our community. It is to be hoped that some who have viewed these may be encouraged to attend live services in Church when more 'normal' times return and they are resumed.

Notes to the Annual Financial Report

3 Analysis of total received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2020	Total All Funds 2019	Notes		
	General	Designated							
	Fund	Funds							
	£	£	£	£	£	£			
Planned giving (excl. tax refunds)	£56,428.02	£0.00	£0.00	£0.00	£56,428.02	£50,370.26			
Gift Aid Envelopes	£4,504.05	£0.00	£0.00	£0.00	£4,504.05	£5,449.40			
Loose cash collections	£6,581.40	£0.00	£0.00	£0.00	£6,581.40	£6,199.38			
Donations	£2,795.74	£1,584.00	£0.00	£0.00	£4,379.74	£3,050.35			
Gift Aid recovered	£4,957.43	£0.00	£0.00	£0.00	£4,957.43	£5,626.12			
Legacies	£2,000.00	£0.00	£0.00	£0.00	£2,000.00	£1,000.00			
Building project	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
Special collections	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
Grants (Parish Council Churchyard)	£0.00	£1,250.00	£0.00	£0.00	£1,250.00	£1,250.00			
Donations and legacies	£77,266.64	£2,834.00	£0.00	£0.00	£80,100.64	£72,945.51			
Fees for weddings & funerals	£9,922.00	£0.00	£0.00	£0.00	£9,922.00	£12,101.00			
Charitable activities	£9,922.00	£0.00	£0.00	£0.00	£9,922.00	£12,101.00			
Christmas Cards	£129.00	£0.00	£0.00	£0.00	£129.00	£433.00			
Christmas Tree Festival	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
Misc Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£153.72			
Open Gardens	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
*Parish Organisations	£2,853.30	£0.00	£0.00	£0.00	£2,853.30	£5,578.72			*Parish Organisations
Parish magazine advertising	£9,749.50	£0.00	£0.00	£0.00	£9,749.50	£6,581.50			Traidcraft £0.00
Harvest Festival and Supper	£0.00	£0.00	£0.00	£0.00	£0.00	£1,949.70			Pastoral Car £265.60
Wizzy Tots	£374.80	£0.00	£0.00	£0.00	£374.80	£110.51			Bell Ringers £144.00
Venue hire (church)	£100.00	£0.00	£0.00	£0.00	£100.00	£220.00			Flowers £215.00
Other trading activities	£13,206.60	£0.00	£0.00	£0.00	£13,206.60	£15,027.15			Xpresso £465.00
Bank & CBF deposit interest	£1,395.02	£0.00	£0.00	£0.00	£1,395.02	£1,416.65			Lunch Club £898.70
M&G investment bond dividend	£0.00	£0.00	£0.00	£0.00	£0.00	£2,645.56			Choir/Organist £865.00
M & G Capital	£0.00	£0.00	£0.00	£0.00	£0.00	£52,620.00			£2,853.30
Investments	£1,395.02	£0.00	£0.00	£0.00	£1,395.02	£56,682.21			
Other receipts	£0.00	£0.00	£0.00	£0.00	£0.00	£531.27	Old account (79831915) closed during 2019 and balance of £210 transferred to current account. This amount omitted from 2019 totals. Wrong total in 2019 accounts		
Money Raised for Other Charities	£155.00	£0.00	£0.00	£0.00	£155.00	£1,338.61			
Other receipts	£155.00	£0.00	£0.00	£0.00	£155.00	£1,659.88			
Total received on all funds	£101,945.26	£2,834.00	£0.00	£0.00	£104,779.26	£158,625.75			

Notes to the Annual Financial Report

Analysis of total paid:

	Unrestricted		Restricted	Endowed	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2020	2019	
	£	£	£	£	£	£	
Generating Funds	£370.86	£0.00	£0.00	£0.00	£370.86	£508.80	
Harvest Flower Festival and Supper	£0.00	£0.00	£0.00	£0.00	£0.00	£871.75	
Lunch Club	£1,321.94	£0.00	£0.00	£0.00	£1,321.94	£5,698.55	
Xpresso	£87.80	£0.00	£0.00	£0.00	£87.80	£336.93	
Traidcraft	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Christmas Tree Festival	£0.00	£0.00	£0.00	£0.00	£0.00	£75.00	
Cost of raising funds	£1,780.60	£0.00	£0.00	£0.00	£1,780.60	£7,491.03	
Charitable grants and donations	£2,074.88	£0.00	£0.00	£0.00	£2,074.88	£2,730.83	
Parish share to Chichester Diocese	£61,327.00	£0.00	£0.00	£0.00	£61,327.00	£68,496.00	
Organist, Choir and Music	£2,162.74	£0.00	£0.00	£0.00	£2,162.74	£2,619.59	
Ministry Costs	£485.32	£0.00	£0.00	£0.00	£485.32	£811.63	
Mission & evangelism costs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Messy Church, Wizzy Tots , Youth	£615.48	£0.00	£0.00	£0.00	£615.48	£835.94	
Utilities including insurance (church & vicarage)	£9,357.59	£0.00	£0.00	£0.00	£9,357.59	£9,757.09	
Printing, photocopy, office expense	£3,352.07	£0.00	£0.00	£0.00	£3,352.07	£3,611.96	
Other regular church running costs	£1,871.62	£0.00	£0.00	£0.00	£1,871.62	£1,783.50	
Wedding & Funeral Fees to Diocese	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Council Tax	£3,135.91	£0.00	£0.00	£0.00	£3,135.91	£3,007.74	
New building work	£0.00	£1,385.00	£0.00	£0.00	£1,385.00	£87,845.46	
Flowers	£115.84	£0.00	£0.00	£0.00	£115.84	£274.03	
Bell ringers	£138.00	£0.00	£0.00	£0.00	£138.00	£300.89	
Charitable costs	£84,636.45	£1,385.00	£0.00	£0.00	£86,021.45	£182,074.66	
Church yard and Clock	£6,916.50	£0.00	£0.00	£0.00	£6,916.50	£6,957.44	
Magazine printing & expense	£7,470.99	£0.00	£0.00	£0.00	£7,470.99	£8,137.50	
Organ Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Church maint. And redecoration	£1,111.33	£0.00	£0.00	£0.00	£1,111.33	£908.32	
Bank Charges	£335.81	£0.00	£0.00	£0.00	£335.81	£477.43	
Other trading costs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Trading costs	£15,834.63	£0.00	£0.00	£0.00	£15,834.63	£16,480.69	
Total paid on all funds	£102,251.68	£1,385.00	£0.00	£0.00	£103,636.68	£206,046.38	

Statement of Assets and Liabilities							
	Unrestricted				Total	Total	
	General	Designated	Restricted	Endowed	All Funds	All Funds	
	Fund	Funds	Fund/s	Fund/s	2020	2019	Notes
	£	£	£	£	£	£	
Assets:							
Bank current a/c 79809642	£1,335.73	£0.00	£0.00	£0.00	£1,335.73	£5,257.64	
Bank reserve a/c 79830846	£21,000.51	£0.00	£0.00	£0.00	£21,000.51	£15,936.02	
PCC-owned bank balance	£22,336.24	£0.00	£0.00	£0.00	£22,336.24	£21,193.66	
Diocesan Assigned Fees received		£0.00	£0.00	£0.00	£0.00	£0.00	
Total bank and deposit accounts	£22,336.24	£0.00	£0.00	£0.00	£22,336.24	£21,193.66	
Wedding fees not yet received	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Local Authority grant for churchyard	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Gift Aid recoverable	£3,496.21	£0.00	£0.00	£0.00	£3,496.21	£5,103.00	25% of £13984.86 (GA Income)
Debtors	£0.00	£0.00	£0.00	£0.00	£3,496.21	£5,103.00	
110001592S CBF Investment Fund (Luxford)	£0.00	£0.00	£0.00	£45,932.53	£45,932.53	£42,977.12	
110001149F CBF Fixed Interest Fund (Luxford)	£2,886.93	£0.00	£0.00	£0.00	£2,886.93	£2,788.56	
Investment assets at market value	£2,886.93	£0.00	£0.00	£45,932.53	£48,819.46	£45,765.68	
M&G Fixed Int Chari Bond	£0.00	£92,155.33	£0.00	£0.00	£92,155.33	£88,956.68	
Investment assets at cost	£0.00	£92,155.33	£0.00	£0.00	£92,155.33	£88,956.68	
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Total assets	£25,223.17	£92,155.33	£0.00	£45,932.53	£166,807.24	£161,019.02	
Liabilities:							
Unpresented Cheques	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Bal. from Drainage Project	£0.00	£0.00	£0.00	£0.00		£0.00	
Grave Yard Maint	£0.00	£0.00	£0.00	£0.00			
Unpaid Diocesan fees for weddings/funerals	£2,309.00	£0.00	£0.00	£0.00	£2,309.00	£3,649.00	
Total liabilities	£2,309.00	£0.00	£0.00	£0.00	£2,309.00	£3,649.00	

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total/ All Funds</i>	<i>Total All Funds</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>			<i>2020</i>	<i>2019</i>	
	<i>Fund</i>	<i>Funds</i>					
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	£77,266.64	£2,834.00	£0.00	£0.00	£80,100.64	£72,945.51	
Charitable activities	£9,922.00	£0.00	£0.00	£0.00	£9,922.00	£12,101.00	
Other trading activities	£13,206.60	£0.00	£0.00	£0.00	£13,206.60	£15,027.15	
Investments	£1,395.02	£0.00	£0.00	£0.00	£1,395.02	£4,062.21	
Other receipts	£155.00	£0.00	£0.00	£0.00	£155.00	£1,659.88	
Internal Transfers (not new income)	£0.00	£0.00	£0.00	£0.00	£0.00	£52,830.00	Old account (79831915) closed during 2019 and balance of £210 transferred to current account. This amount omitted from 2019 totals. Wrong total in 2019 accounts
Total received	£101,945.26	£2,834.00	£0.00	£0.00	£104,779.26	£158,625.75	
Expenditure on:							
Cost of raising funds	£1,780.60	£0.00	£0.00	£0.00	£1,780.60	£7,491.03	
Charitable costs	£84,636.45	£0.00	£0.00	£0.00	£84,636.45	£94,229.20	
Building works	£0.00	£1,385.00	£0.00	£0.00	£1,385.00	£87,845.46	
Trading costs	£15,834.63	£0.00	£0.00	£0.00	£15,834.63	£16,480.69	
Other payments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Total paid	£102,251.68	£1,385.00	£0.00	£0.00	£103,636.68	£206,046.38	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	-£306.42	£1,449.00	£0.00	£0.00	£1,142.58	-£47,420.63	
Transfers between funds	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Net movement in funds	-£306.42	£1,449.00	£0.00	£0.00	£1,142.58	-£47,420.63	
Bank accounts at 1 January 2020	£21,193.66				£21,193.66	£68,614.29	
Current account at 31 December 2020	£1,335.73						
Reserve account at 31 December 2020	£21,000.51						
Bank accounts at 31 December	£22,336.24				£22,336.24	£21,193.66	
					£1,142.58	-£47,630.63	

Independent Examiner's Report to the Trustees of St Peter Ad Vincula Church, Wisborough Green, Parochial Church Council

I report on the accounts for the year ended 31st December 2020.

Respective responsibilities of the Trustees and Independent Examiner

As Trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under s144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedure laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed on 23/3/21

Christopher E Edwards

Durbans

Roundstreet Common

Wisborough Green

West Sussex

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