



# ST ANDREW'S

## HOVE

### MEETING OF PARISHIONERS & ANNUAL PAROCHIAL COUNCIL MEETING

30<sup>th</sup> April, 2023

11:45am

in St. Andrew's Church Hall

Incumbent:	Rev'd Dan Henderson
Churchwardens:	Mr Mark Mangan
	Mrs Fiona McConnell

# **The Church of St Andrew**

*The Old Parish Church of Hove*

## **The Meeting of Parishioners and the Annual Parochial Church Meeting**

**Sunday 30<sup>th</sup> April 2023**

*The Annual Parochial Church Meeting will be preceded by the Meeting of Parishioners to elect the Churchwardens for the year ending April 2024.*

### **Meeting of Parishioners AGENDA – 11:45am**

- 1 Election of Church Wardens

### **APCM Meeting AGENDA – 11.55am**

- 1 Welcome & Prayer
- 2 Declaration of attendance
- 3 Apologies for absence
- 4 Any Other Business (*allocation of time*)
- 5 Vicar's review
- 6 Minutes of previous APCM and matters arising
- 7 Financial Report:
  - (i) Presentation of final accounts for 2022
  - (ii) Election of independent accounts examiner for 2023
- 8 Electoral Roll Officer's Report  
*This year our electoral roll stands at 126.*
- 9 PCC Elections
- 10 Any Other Business (*discussion of any items presented*)
- 11 St. Andrew's Church Transformation
- 12 Dates of future PCC meetings and APCM  
**PCC** - Tuesday 16<sup>th</sup> May, 2023 - 7:30pm  
**APCM** – Sunday 28<sup>th</sup> April, 2024 - 11:45am

# **The Church of St Andrew**

## **The Old Parish Church of Hove**

### **The Annual Vestry and Parochial Church Meetings**

#### **Sunday 22nd May 2022**

The Annual Parish Church Meeting will be preceded by the Vestry Meeting to elect the Churchwardens for the year ending April 2023.

Chair: Dan Henderson

Minuting: Sharon Hartnell

#### **Vestry Meeting AGENDA – opened at 11.45**

1. **Welcome**
2. **Election of Church Wardens:** both Mark Mangan and Fiona McConnell are willing to stand again as church wardens. Noted that it will be Mark's 6<sup>th</sup> year of being church warden. Dan thanked both of them for their work and dedication to the church. Fiona McConnell proposed by Anita Lester, seconded by Juliette Roberts and voted in unanimously. Mark proposed by Peter Giesl and seconded by George Bartley and voted in unanimously. Both welcomed with a round of applause. Noted that there is an aim to have a deputy warden who will help keep continuous leadership within the church.
3. Meeting finished at 11.49

#### **APCM Meeting AGENDA – opened at 11.50**

1. **Welcoming prayer.**
2. **Declaration of attendance:** 32
3. **Apologies for absence:** Amanda Sacree Tombs, Dan Kaufmann, Penny Hastings-Jones, Sue Macfarlane
4. **Any Other Business allocation of time:** none raised
5. **Vicar's review:** Contained within the annual report. Fr Dan drew attention to the contents including the 'word from the vicar' and the Ministry Review, and also took the opportunity to share additional items. Fr Dan noted the loss of several members of the congregation, including Roger and Hilary Redman who kindly left a legacy to St Andrew's in their will. Fr Dan noted that there is a picture of Roger and Hilary which can be shared to remember them, and gave thanks for their legacy. Joyce Campbell who attended St Andrew's faithfully and was sacristan for many years has also died recently and Fr Dan paid tribute to the service

she offered to the church and gave thanks for her life. Prayers offered for the lives of Roger, Hilary and Joyce.

Fr Dan noted that this year is a year of rebuilding – building back up things that were lost during the pandemic, and now turning focus to the church buildings. This reflects the words of a song sung by youth group: ‘ build your kingdom here, we pray.’

6. **Minutes of previous APCM and matters arising:** Minutes reviewed, and Fr Dan proposed that they were accepted as an accurate record of the meeting. They were accepted unanimously. Thanks offered to SH for her services as PCC secretary and for minuting. No matters arising.

7. **Financial Report (Mark Mangan)**

- a. **Presentation of final accounts (for 2021):**

Mark Mangan presented the accounts and directed attention to the review starting on page 6 of the meeting leaflet. Noted that finances are an important part of church life and encouraged questions from those present.

Mark Mangan reviewed the summary of financial receipts and payments, noting the total donations and legacies, £75,875 which represents family giving and our commitment to ‘Love God, Love Hove.’ This number has grown thanks to the generosity of the congregation. Mark noted that this commitment by the church family to fund activities means we can focus on activities in church which support worship and Loving God, Loving Hove like Jesus rather than raising money in other ways.

UK heritage grant for full funding of the tower noted.

At year end there was £39,845 in the bank balance, which represents an increase of over £20,000 and now meets the criteria of the reserves policy – always having 3 months of normal spending in the bank (approximately £28,000.)

Mark also made reference to the Diocesan Parish Share – this is the contribution made by the parish to the cost of ministry which includes stipends (and training, and pensions) for clergy and contribution to the wider work of the diocese and Church of

England. Peter Giesl asked for clarification regarding calculation of parish share and Mark clarified that as we are paying the full amount of parish share as calculated by the diocese. Cricket noted that the parish share is increasing and whether the diocese is considering ways to reduce costs. Mark explained that we are now paying the full share (having paid less than this in the past.) The calculated amount has also increased though less so. Costs of providing clergy and other costs is likely to increase with inflation. A key aim is to avoid reduction of clergy within the Chichester Diocese. Fiona added that a financial review within the diocese has been undertaken with efforts to streamline costs. Fr Dan added that this process mirrors the process our church has taken.

Tino Zhou asked for clarification re the difference in balance between 1<sup>st</sup> January 2021 and 31<sup>st</sup> Dec 2021 – Mark clarified that this is the difference between funds at the beginning and end of the year with the key figures being the amount in the general funds. There was a sum in the restricted funds (£16,949) which made the balances appear similar.

Cindy Mangan asked for clarification on how the parish share contribution has increased. In previous years St Andrew's has struggled to pay full share and has been in arrears. In 2020, arrears were written off and in that year we paid 75% of parish share. We have now paid 100%.

Tim enquired about what happens if the parish share is not paid on a regular basis. The payment is a pledge made by PCC. When full payment is made this allows ministry to continue. If no payment is made, this is likely to affect decisions regarding placement of clergy and parish closures. Fr Dan noted that the parish share is also disclosed to other churches, and that the more paid by churches that can, the more other churches can also be supported.

Mark encouraged further questions after the meeting.

These accounts have been produced by Mark Mangan and kindly audited by Stuart Laws.

Mark also drew attention to the finance page of the impact report (within the meeting pack.) This shows that the church is currently in a good financial position which is a change from some years ago. Mark summarised the giving through the 'hearts' graphic, which has grown from 6 to 7 hearts, an additional £1000 per month. 56 households are signed up to the Parish Giving Scheme which is the most efficient way to give. The church family is now funding a much larger proportion of income, which is beneficial for the running of the church and Mark noted relieves strain on the PCC.

**b. Election of accounts examiner/financial auditors for 2022.** Stuart Laws has agreed to act as accounts examiner for 2022 – proposed by Mark Mangan and seconded by Anita Lester and agreed unanimously. Stuart commended by Fr Dan. Fr Dan thanked Mark for all his work in producing the accounts and for helping translate this, and Mark was also thanked with a round of applause.

**8. Electoral Roll Officer's Report (Mel Cartwright):** The electoral roll stands at 121 this year.

**9. Elections:** Fr Dan began by thanking those who have stood down from the PCC this year. He offered thanks to Renata Baxter who is standing down this year after serving on the PCC and Deanery Synod for many years. Expressed gladness that she will continue to be part of church. Renata was thanked with a gift and she noted that it has been a pleasure and a difficult decision to stand down. Sue Macfarlane is also standing down and was unable to be at the meeting today but was thanked in her absence for all her service as Deanery Synod Representative in addition to all the other service for the church.

Fr Dan noted that there is now one deanery synod representative, and it would be beneficial to increase this number. Fr Dan encouraged anyone who is interested in this role to discuss this with him (if they did not wish to make themselves known during the meeting.)

There are no new nominations for PCC. However, three terms are expiring this year and the PCC members are willing to stand again.

Fr Dan thanked those who contribute to the PCC which represents the ministry of the church and is an expression of the heart for ministry and outreach. These include Fr Dan as chair, church wardens Mark and Fiona, Ann Jakeman-Turner, Kathy, Dan Kaufmann, Ally, Jon, George, Lucy. Renate, Sue and Mark (Synod), safeguarding officer Ally and co-opted external safeguarding officer Jason Tingley, electoral roll officer Mel and PCC secretary (Sharon.) Two terms have come to an end, Kathy and Ann.

- a. **PCC elections:** Jon Beard standing for re-election, proposed by Lucy Kaufmann and seconded by Sharon Hartnell, re-elected unanimously. Dan Kaufmann standing for re-election proposed by Fiona McConnell and seconded by Lesley Hurst and elected unanimously. Both thanked for their service on the PCC and ongoing commitment. Ally Soanes, safeguarding officer and member of the PCC is also standing for re-election. She was nominated by Tino Zhou and seconded by Lesley Hurst and re-elected unanimously.

Fr Dan noted that following the APCM, there are still options to become involved with the PCC, as members can be co-opted onto the PCC. Members exhorted to attach. Additionally, if anyone is interested in taking on the role of treasurer they may wish to discuss this with him.

Attention drawn to the list of PCC members on page 8 of the meeting booklet, and noted that each are 'ordinary members' who bring individual contributions and those present encouraged to consider whether they would wish to contribute to the PCC.

- b. **Deanery Synod:** no new deanery synod members nominated.

#### 10. **Any Other Business** – none raised

- 11. **Loving God and Loving Hove with our Buildings and Land:** A reordering committee has been formed after many years of plans towards reordering of the church. George Bartley has volunteered to act as project manager, and he was welcomed into this role by the meeting.

Fr Dan explained that the group has begun to look at the process of reordering following the consultations and vision launch. An architect's brief has been created and approved by the PCC. This includes what our

church is used for, how it is used by the community, limitations and what we would like to achieve. The aim is that architects will be able to then describe how these can be achieved.

Fr Dan drew attention to a display board with the key features and aims of the reordering project which are in line with the vision to 'Love God and love Hove like Jesus and see our world transformed for the better.' The aims include to create a flexible space for worship and the community and to ensure environmental sustainability as well as transforming the building space. Noted that there is no question mark around installation of toilet facilities which have been a PCC aim for 44 years! The brief includes details of church activity and hoped for activities as well as things already facilitated by our church and church buildings which new plans will need to take into account.

Fr Dan asked for prayers for the group and also questions around the re-ordering project.

Peter Giesl asked what the scope of the project is. The inside of the church is a key focus but the idea is to envision how the whole land and wider church buildings can be changed for the better. This may then be a phased reordering with a focus on the inside of the church initially.

Tim enquired re costings for architectural plans – George Bartley explained that there is a request for several architects to put forward initial ideas. There will then be a shortlist and further discussion and following this, plans will be paid for which are likely to cost up to tens of thousands. This decision will be made by PCC.

Cindy enquired where the funding will come from for the project. She also asked whether the changes to the church might allow the school to use the church building more regularly and more effectively.

Fr Dan noted that the project is not fully specified yet. It is unknown what final costs will be. However, a catalyst for taking it forward at this stage is that there has been an amazing donation from a parishioner who is excited about the new vision of the church and would like to pledge money towards the reordering of the interior of the church building. This is a pledge of £250,000. The donor wishes to remain anonymous but the



donation is towards the vision of the church. The pledge has been split over two years of accounting.

Mark Mangan also noted that there are further funds (listed as 'CBF investment fund shares' on page 10 of the booklet) which have been given to the church over the years and some of these funds can also be used for the project.

Additionally, the legacy from Roger and Hilary Redman, and around half of this (~£45,000) has been transferred already.

Further grant funding can be applied for, and there are people on the team ready to work on this.

Fr Dan noted that we work from God's rich storehouses and not just our own resources.

Regarding the school, there could be increased capacity for children by using floor space more effectively. A large change would be expanding the footprint of the church or using mezzanine/balcony space – these have not been ruled out.

## **12. Dates of next PCC meeting and APCM**

PCC: 12<sup>th</sup> July 2021.

APCM: Sunday 30<sup>th</sup> April, 11.45 AM

Meeting closed in the Grace at 13.04

# Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

## St Andrew's Church, Hove

St Andrew's Church, Church Road, Hove BN3 2RQ

Registered Charity no. 1134129

**For the year ended 31st December 2022**

### CONTENTS

**Page** (PAGE NUMBERS BELOW CHANGED FOR USE IN APCM PACK)

**2** Trustees annual report

**11** Statement of Financial Activities

**12** Balance Sheet

**13** Notes to the Annual Financial Report

**20** Report of the independent examiner

Website:	standreshove.org
Incumbent:	The Revd D Henderson 17 Valance Gardens, Hove BN3
Independent examiner:	Mr S Laws ACA 41 Coleman Avenue, Hove BN3 5ND
Bankers:	Barclays Bank Plc, Natwest Plc CBF - Church of England Funds

# St Andrew's, Hove

## Trustees Annual Report for 2022

### **Our aims and purposes as a charity**

The PCC has the responsibility of co-operating with the Incumbent, The Rev'd Dan Henderson, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic, and ecumenical.

In this context, we aim to

- encourage all people to Love God and Love Hove like Jesus (our Church Vision based on Matt. 22:36-40) and to reach out to our parish with his message.
- give practical and spiritual support and care to people in the parish, from the youngest to the eldest, irrespective of the level of need or, ability to pay;
- provide financial support to those in need and to other organisations with similar objectives.

### **What we planned to do to achieve our charitable objectives & Year Review**

In order to fulfil our vision to Love God and Love Hove we see three emphases: To Know Jesus' voice (studying, learning, developing, deepening, nurturing faith), To Follow his way (living out these things in our lives), and To Share his love (impacting our community for good with our faith).

When planning our activities for the year, our 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'.

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

In 2022 we developed and launched our new mission action plan to achieve our vision and to structure our ministry over the next five years. In 2022 the ministries we discussed, planned and carried out to fulfil our vision and aims included:

- Structuring and preaching sermon /study series' on:
  - the whole gospel of Mark, which helped our church community to see, understand and live more like Jesus.
  - 'Forty Women: Unseen Women of the Bible from Eden to Easter' a book by Dr. Ros Clarke which helped us start to explore issues of equality and fairness.

- Generous Giving helping us to be inspired by God's word to continue giving to and growing our ministry and support of other charities.
  - Revelation, which is a book that lots of people struggle to understand. This sermon series was part of a wider art exhibition and series of talks which we ran through September.
- Serving our local faith school and other schools by providing weekly collective worship services and pastoral support for pupils, families and staff and also supporting the School Governor's committee in recruiting new foundation governors.
  - Providing assistance to those in need by sustaining our food bank collection point at the church in conjunction with Brighton & Hove City Mission FoodBank.
  - Fixing our heating costs & providing a Warm Welcome space during the cost of living crisis:
    - for 18 hours a week where people can be warm, have access to hot drinks, charge phones and use the facilities.
    - for monthly meals where our parish can join together with our church family for Sunday Brunch.
  - Facilitating large collections of resources for transport to Ukraine and organising a Ukrainian community drop-in space in our hall during the beginning of the Homes for Ukraine scheme.
  - Opening the church to our community during the whole period of national mourning after the death of HM Queen Elizabeth II and live streaming the funeral on our big screen so the community could join together in mourning.
  - Maintaining the fabric of the church building as a historic centre and focus of life in the city and recruiting volunteers to manage and maintain the churchyard to reduce anti-social behaviour.
  - Launching the initial stages of our St. Andrew's Church Transformation re-ordering project during which we have built a strong re-ordering team, secured approximately 70% of the funding and appointed an architect to take us to the end of the design stages. This project aims to make best use of our buildings and grounds to provide flexible space for worship, ministry and community and to enhance the safety of our churchyard.

The full PCC met six times during the year with an average level of attendance of 90%. Committees/Teams met between meetings and reported on their deliberations to the Parochial Church Council and were discussed where necessary.

During this year the PCC revisited the pausing of our hall rental to regain better management of the resource. We decided to seek up to two new regular hall users so as to increase the rental

income and serve our community whilst not overusing the hall. St. Andrew's Church Hall is now used daily by the Starfish after school club, two days a week by a local community bridge club for teaching, monthly by a local Sudanese women's group and ad hoc for our local Narcotics Anonymous group.

## **What we achieved and how we affected beneficiaries' lives**

### ***Attendance at worship***

- The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ, is a major demonstration of the public benefit of our activities. We have maintained the live streaming of our main Sunday service, which was set up during the Covid-19 pandemic, and while not affecting the 'in-person' numbers this has provided a sense of belonging for a small number of our church family who aren't able to come to the building as often as they would like, and has also been used as a way of providing a Sunday morning worship service in local care homes. We are joined by between 10 and 20 watchers each week.

- The average regular weekly 'in-person' attendance, counted during October, was 84 adults and 43 children. We have been excited and blessed by a number of new families and individuals joining St. Andrew's, including those who have moved from Nigeria, Brazil, Pakistan and Laos.

### ***Other ministries***

- We have worked hard during 2022 to keep the children and families in our church engaged and our volunteers have introduced new and engaging teaching series for our Sunday morning children's work along with improved methods of registration and safeguarding which help the children and families in our congregation to feel cared for and valuable.

- We have continued to grow our youth group which offers a safe space for activities, discussion, development and nurturing of faith and mutual support. This is run by volunteers and this year we were able to take a group of 10 of the young people on a youth camp along with 400 other young people from across Sussex. This was a success in team and confidence building and will become an annual event. The PCC is working in partnership with the Diocese through the Diocesan Pastoral Fund as we aspire to employ a Youth & Children's worker to support, develop and grow our youth, children and volunteer teams. The first round of recruitment will begin in 2023.

- Our 'Open Church' times have grown and received more visitors this year, most notably the team who open the church every Friday morning as a place to meet, chat, be listened to, be served refreshments and be welcomed into the community. It has become a real meeting place and has proved important for a number of people who have felt lonely or isolated in the local area, as well as those wanting to find a warm safe space.

- Being at the centre of Hove we offered the community chances to gather together, reflect and remember whilst praying for the war in Ukraine, observing Remembrance Sunday and joining in watching the funeral of Queen Elizabeth II. These included public acts of worship and remembrance outside our church around the flag pole and gathering inside for worship. This year's Remembrance service was again a poignant reminder for our community of all those who gave their todays for our tomorrows and also gave us the chance to pray for those in conflict currently.

- Christmas is a very special time of celebration where many sections of the community come together to join in the services. We partnered with Attree & Kent, one of our local funeral directors, to host a Christmas Lights of Love service to allow people to gather to mourn and remember loved ones who had died. This was well attended and provided an important chance for people to grieve, to process all that had happened in the past few years, and also to hear the message of hope Jesus brings in the face of death. Our partnership with Attree & Kent has also introduced St. Andrew's as a venue for a monthly 'Never Alone' drop-in coffee morning where anyone can drop by and chat. This is particularly advertised to those who have lost loved ones and has proved an important time.

### ***Teaching, baptising and nurturing new and existing believers***

This year, 6 people have been baptised at St. Andrew's. These were joyful occasions and we were pleased to be able to be part of nurturing the candidates and their families. It was also a privilege for us to host the Deanery Confirmation service this year and to put forward 8 young candidates who were able to take this step in their journey of faith.

In 2022 we celebrated 5 weddings and we supported families and friends through 2 funerals in the church building, 6 funerals conducted at crematoriums and cemeteries and 2 burials of ashes.

### ***Evangelism and outreach***

We have continued our outreach to the school community through regular services and through being involved in the recruitment of governors for the school.

In September we organised a month long exhibition and focus on the book of Revelation called 'The Dragon & The Lamb'. It featured around 20 paintings including a triptych (a painting with doors) called 'About Time' of 2.44m x 1.60m (when opened) illustrating John's visions. The intention of the triptych, the centrepiece of the exhibition, was to offer a visual presentation of a book that many people find difficult to read. Including guest speakers and videos we made of talks by the artist we ran this during our Sunday morning services and along side Q&A sessions every Sunday afternoon. This was open to anyone and we had lots of people come and join us and ask questions. It helped people explore the bible, their faith and their ideas about who God is. We have since made all the resources we made together as a resource for other churches or individuals, available on our website - <https://www.standrewshove.org/resources>

We have run a number of 'first contact' outreach events to bless our community and to welcome people into the church including a fish and chip quiz and an Autumn fayre which have been huge successes.

### ***Provision of the church building for people to enjoy***

We continue to battle the anti-social behaviour in the churchyard working with the local police. This year we have brought together a strong group of volunteers to maintain the churchyard as well as partnering with GoodGym Brighton who come once a month to help with this. Together these actions help keep the churchyard a local green space where people can reflect, relax and enjoy.

The PCC is working in partnership with the Safer Streets UK project to improve the safety and aesthetic of our churchyard so we can provide this improved green space as a place of reflection and peace for our community. The improvements will include CCTV and external lighting of the church building as well as landscaping and vegetation improvements. The majority of the designs have been finalised this year and will be actioned in 2023.

### ***Provision of pastoral care for people living in the parish***

We have continued our meals rota to help people through stages in life such as the first weeks of a new baby or after injuries or illness. We have opened the church more during the week, and particularly at key/significant occasions this year, to welcome people in and volunteers are available at certain times for prayer and pastoral support.

### ***Provision of tangible support to the poor and needy***

We maintained and improved our collection point for food donations to our local foodbank and a grew the team delivering them. This year we have had fundraising events and services for Christians Against Poverty, The Children's Society and the Brighton & Hove City Mission Foodbank. We also supported Ukrainian refugees through community drop-in, resource collection and fundraising and provided pastoral support for some of those participating in the Homes for Ukraine scheme.

We have also specifically supported 4 individuals in our community throughout the year through food provision, advice and advocacy.

## **Financial Review**

### ***Incoming and outgoing resources***

Total receipts on general unrestricted funds received were £148,485 and are detailed in the Financial Report.

### ***Donations – Parish Giving Scheme (PGS)***

As a church family, we recognise that by far the best way to give money back to God's work in our Parish is by monthly giving through the Parish Giving Scheme (PGS). PGS donations increased to £46,322 (2021: £43,157). We raise a note of thanks to the Team at PGS for raising these gift aid claims for us, as this frees up our Parish Office to dedicate more time to helping those locally in need. Our total voluntary income including tax recovered, but excluding legacies was substantially higher again this year. The Parish Funding Programme started in 2019 has far exceeded its revenue targets. Our Church Giving Ratio\* for 2022 was 72% (2021: 73%)

### ***\*Church Giving Ratio***

As a church family, we aspire to fully fund our vision to Love God and Love Hove entirely from our own church family giving. To help us track our progress, we define our Church Giving Ratio as the ratio of our total unrestricted donations as a proportion of our total unrestricted payments. (Target = 100%)

### ***Legacies***

The PCC was grateful to receive a legacy of £61,464 from the estate of Mr and Mrs Redman who were long standing and faithful members of the church in previous years. There being no restriction placed on these amount by the executors, PCC has restricted £44,982 towards the Church Capital Investment Programme.

### ***Sharing the ministry costs of the Diocese of Chichester***

The largest expenditure of the PCC was the sum of £76,957 paid to the diocese for our share of all churches' Parish Ministry Costs. This year the contribution from St Andrew's increased by 12% on the previous year and the church is meeting 100% of the gross costs allocated to this church compared with 100% of the net costs paid last year. PCC has already resolved to pay 101% of gross costs in 2023 and 103% of gross costs in 2024. The overpayment will help other parishes in the Chichester Diocese that are unable to pay their full share.

The total of Parish Ministry Costs relates directly to the housing, support, stipend and pension costs of the clergy of this parish, training of new ordinands, a contribution to national church funds and, shared costs of the Christian family throughout the whole diocese, including assistance towards the upkeep of churches less able to manage than ourselves.

### ***Staff costs***

The PCC pays for a Parish Administrator 5 hours per week. No other staff are paid which means that the overwhelming majority of work in the Parish is completed by volunteers.

### ***Trustee payments and expenses***

The PCC also supported the clergy by paying Council Tax, water rates and other costs associated with the vicarage totalling £4,424. A number of day-to-day items, needed by the church family – particularly the group booking for youth May Camp which was a new venture for St Andrews Youth in 2022 – are paid by the Incumbent and recovered through the PCC expenses process. Of the £7,740 refunded as expenses to the Incumbent, over £3,000 was reimbursement for Youth May Camp expenses. Full details and receipts of such payments are retained in the Parish Office. Likewise, Fundraising expenses totalling £933 were reimbursed to three other trustees. There were no other payments to persons related to or connected to, the trustees.

### ***Repairs to the fabric of the church building***

The condition of the Tower continues to be a cause for concern and a detailed report on its condition will be prepared by the architect at the next DAC quinquennial inspection. It is anticipated that, although routine repairs have been carried out regularly, there will be a need for major structural renewal. As with previous repairs to the Tower, PCC plans to raise grants with UK Heritage for major works to the Tower.



### ***Church Capital Investment Programme***

Further to the overwhelming success of the Parish Funding Programme started in 2019, PCC has instructed John Puttick Architects (JPA) to design a new church masterplan to a £500k budget. During 2022, £125,000 was received for the purpose of re-ordering the church building and PCC set up a Church Re-Ordering restricted fund. PCC has also restricted £44,982 from the Redman legacy towards this fund. Looking forward to 2023, PCC is seeking approval from CBF to release the full amount of £48,825 in CBF restricted funds for reallocation to the Re-Ordering fund. PCC has also started discussions with a UK wide Government programme that indicates that £50k may be granted to PCC as part of the Sussex Safer Streets Local Government campaign which will be added to Re-Ordering funds. PCC has also been advised to expect a further £125,000 in donations to this restricted fund in 2023. This brings the total of funds committed in principle to the Church Capital Investment Programme to around £400k. PCC has set up a Re-Ordering Team to report directly into PCC and appointed Trustee George Bartley to manage the project on a volunteer basis. The Team is progressing the project as a RIBA Project which is the industry standard for this scale of work and to date has spent £34,770 on Architects' concept design, consultation and surveys. The church family is kept up-to-date on progress through large display boards as well as verbal notices made in the church on Sundays at the end of the main worship service. It is PCC's intention to spend down the full balance of all restricted Re-Ordering funds during the course of the Church Capital Investment Programme which is expected to complete in 2024.

### **Why we hold some money in reserve**

It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £63,218 achieves this meaning that there are now surplus amounts in both the unrestricted and restricted funds.

This is the first year that PCC finds itself in a situation of surplus funds at the end of the year. It is PCC policy to invest temporarily surplus general funds, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills.

The PCC Budget for spending from unrestricted funds in 2023 is a surplus budget and is set at £130k which includes some contingency for higher than expected inflationary pressures.

### **Management of risks and their mitigation**

The PCC consider that the principal risks and uncertainties are:

- the need to fund unexpected costs associated with the church's listed building status;
- the global pandemic which has and will continue to affect several aspects of our ministry;
- the requirement to find volunteers and staff with the appropriate skills, time and commitment to support the ministry of the congregation;
- due to the nature of the St Andrew's vision, there is an above average interaction with vulnerable people both within the church and around the community;
- organisations outside the control of the PCC could have a direct and material impact on St Andrew's, Hove, for example St Andrew's Church of England Aided Primary School;
- that the complexity of controlling and governing effectively a large Church Capital Investment Programme could create unprecedented types of pressure and challenges for our PCC members

The PCC seeks to manage these risks and uncertainties by regularly reviewing its vision and its plans for the use of the church buildings. The quinquennial inspections are up to date and we are working through the list of recommendations.

The PCC is also actioning a plan to proactively seek grants to support its activities.

Due to the above average exposure to vulnerable people, St Andrew's follows diocesan guidance on these matters and the PCC receives and discusses regular reports and utilises the specialist skills and knowledge of people within the congregation. We ensure that our safeguarding training meets Diocesan requirements and we also keep ongoing communications with the local Police and PCSOs.

### **Future uncertainties**

Our invested funds have decreased in value in 2022 and the continuation of inflation in 2023 is a concern, but as an ever more generous church we expect to meet these challenges together. We will continue to increase what we give as and when it is necessary and do this collectively as the church family of St Andrew's. It is important to ensure that as the day-to-day costs rise, the growth in income is sustained through renewed giving pledges, to strengthen our underlying financial position. We recognise that Church family giving has been the foundation to underpin the great excitement and opportunity in the next phase of our Mission that we are now embarking on through our Church Capital Investment Programme.

## Structure, governance and management of the charity

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

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

### PCC MEMBERS 2022-2023

**Chair:**

The Rev'd Dan Henderson

(Term expires April 2025)

9. Dan Kaufmann

10. Ally Soanes

**Churchwardens:**

(Term expires April 2023)

11. John Beard

12. (Vacant)

Mark Mangan

Fiona McConnell

**Members:**

(Term expires April 2023)

1. George Bartley

2. Lucy Hughes

3. Kathy Du Four

4. Ann Jakeman

**Deanery Synod Representatives:**

(Term expires April 2023)

Mark Mangan

(vacant)

(Vacant)

**Safeguarding Officer:**

Ally Soanes

(Term expires April 2024)

5. Annelies Clarke

6. Nicole Giesl

7. (vacant)

8. (vacant)

**External Safeguarding Consultant (non-PCC):**

Jason Tingley

**Electoral Roll Officer (non-PCC):**

Mel Cartwright

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (Incumbent), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church (currently three possible vacancies) who are elected at the Annual Parochial Church Meeting (APCM). The congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

We thank Mr. Stuart Laws ACA for examining the accounts and all those who have helped to ensure that the finances of the church run smoothly. Also, we thank all of you who give your time and money to St Andrew's throughout the year.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Rev'd Dan Henderson, PCC Chairman

.....  
Dan Henderson

Date..... 23/04/2023

# St Andrew's Church, Hove

registered charity number 1134129

## Statement of Financial Activities

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021	Notes
	£	£	£	£	£	
<b>Income and endowments from:</b>						
Donations	89,293	125,000	-	214,293	76,374	
Legacies	16,482	44,982	-	61,464	-	
Charitable activities	22,447	-	-	22,447	20,229	
Investments	17,333	-	-	17,333	23,267	
Other receipts	2,930	3,420	-	6,350	24,496	
<b>Total income</b>	<b>148,485</b>	<b>173,402</b>	<b>-</b>	<b>321,887</b>	<b>144,365</b>	<b>2</b>
<b>Expenditure on:</b>				-		
Diocesan Parish Share	76,957	-	-	76,957	68,464	
Salaries	2,470	-	-	2,470	6,060	
Church running expenses	20,132	-	-	20,132	20,239	
Trading Costs	2,716	-	-	2,716	2,711	
Other Charitable Costs	21,656	34,770	-	56,426	40,371	
<b>Total expenditure</b>	<b>123,931</b>	<b>34,770</b>	<b>-</b>	<b>158,701</b>	<b>137,845</b>	<b>3</b>
Net gains (or losses) on investments	-	-	-	-	-	
<b>Net income or (net expenditure)</b>	<b>24,553</b>	<b>138,632</b>	<b>-</b>	<b>163,185</b>	<b>6,521</b>	
<b>Transfers between funds</b>	<b>(2,500)</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4</b>
	22,053	141,132	-	163,185	6,521	
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	
Other gains/(losses)	(1,387)	(7,569)	(7,942)	(16,898)	(8,196)	
<i>Reconciliation of funds:</i>						
<b>Net movement in funds</b>	<b>20,666</b>	<b>133,563</b>	<b>(7,942)</b>	<b>146,287</b>	<b>(1,675)</b>	
Total funds brought forward	42,552	56,394	59,183	158,129	159,804	
<b>Total funds carried forward</b>	<b>63,218</b>	<b>189,957</b>	<b>51,241</b>	<b>304,416</b>	<b>158,129</b>	

# St Andrew's Church, Hove

registered charity number 1134129

## Balance Sheet

	Total Funds 2022	Total Funds 2021	Notes
	£	£	
Endowed CBF investments	51,241	59,183	
<b>Total fixed assets</b>	<b>51,241</b>	<b>59,183</b>	
Carnival Plc Shareholding	997	2,385	
Debtors	4,181	3,550	5
Restricted CBF Investments	48,825	56,394	
Cash at bank and in hand	216,095	39,845	
<b>Total current assets</b>	<b>270,098</b>	<b>102,174</b>	
Creditors: Amounts falling due within one year	(16,924)	(3,228)	6
<b>Net current assets or (liabilities)</b>	<b>253,174</b>	<b>98,946</b>	
<b>Total assets less current liabilities</b>	<b>304,415</b>	<b>158,129</b>	
<b>Total net assets or (liabilities)</b>	<b>304,415</b>	<b>158,129</b>	7
<b>The funds of the charity:</b>			
Endowment funds	51,241	59,183	
Restricted funds	189,957	56,394	
Unrestricted funds	63,218	42,552	
<b>Total unrestricted funds</b>	<b>63,218</b>	<b>42,552</b>	
<b>Total charity funds</b>	<b>304,416</b>	<b>158,129</b>	8

This Financial Report for the year ended 31st December 2022, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Dan Henderson, PCC Chairman:

Dan Henderson

.....

Date 23/04/2023 .....

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

### 1 Accounting policies

#### Basis of preparation

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

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

#### Funds accounting

Funds held by the PCC are:

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

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

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

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

#### Income and endowments

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

#### Donations and legacies

*Collections* are recognised when received.

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

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

#### Charitable activities

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

#### Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place

Sales of magazines and study notes are recognised when received

Rents from property are recognised in accordance with the rental agreements, when receipt is probable

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

### 1 Accounting policies (contd)

#### Investment income

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

#### All other income

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

#### Gains and losses on investments

Realised gains are recognised when the investments are sold

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

#### Expenditure

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

#### Grants

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

#### Church activities

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

#### Fixed assets

##### *Tangible fixed assets*

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

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

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred

#### Investments

Investments are stated at market value at the balance sheet date

#### Current Assets

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

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

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

### 2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021	Notes
	£	£	£	£	£	
PGS donations	46,322	-	-	46,322	43,157	
PGS Gift Aid	10,805	-	-	10,805	9,914	
Planned Giving (standing orders)	3,514	-	-	3,514	5,156	
Collections GASDS	4,454	-	-	4,454	1,812	
Contactless Giving GASDS	3,737	-	-	3,737	1,841	
All other giving	20,461	125,000	-	145,461	14,494	
<b>Donations</b>	<b>£89,293</b>	<b>£125,000</b>	-	<b>£214,293</b>	<b>£76,374</b>	
Legacies	16,482	44,982	-	61,464	-	
<b>Legacies</b>	<b>£16,482</b>	<b>£44,982</b>	-	<b>£61,464</b>	-	
Fundraising	9,526	-	-	9,526	6,205	
PCC Fees	858	-	-	858	981	
Use of Church Hall & Land	12,063	-	-	12,063	13,043	
<b>Charitable activities</b>	<b>£22,447</b>	-	-	<b>£22,447</b>	<b>£20,229</b>	
Use of church car park	14,455	-	-	14,455	20,005	
Interest from Investments	2,878	-	-	2,878	3,262	
<b>Investments</b>	<b>£17,333</b>	-	-	<b>£17,333</b>	<b>£23,267</b>	
Grants	-	3,420	-	3,420	24,496	
All Other receipts	2,930	-	-	2,930		
<b>Other receipts</b>	<b>£2,930</b>	<b>£3,420</b>	-	<b>£6,350</b>	<b>£24,496</b>	
<b>Total income and endowments on all funds</b>	<b>£148,485</b>	<b>£173,402</b>	-	<b>£321,887</b>	<b>£144,365</b>	



# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

### 3 Analysis of expenditure

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021	Notes
	£	£	£	£	£	
Diocesan Parish Share	76,957	-	-	76,957	68,464	
<b>Diocesan Parish Share</b>	<b>£76,957</b>	-	-	<b>£76,957</b>	£68,464	
Salaries	2,470	-	-	2,470	6,060	
<b>Salaries</b>	<b>£2,470</b>	-	-	<b>£2,470</b>	£6,060	
Courses and evangelism costs	518	-	-	518	146	
Utilities	6,149	-	-	6,149	7,167	
Insurances	4,612	-	-	4,612	4,462	
All Other church running expenses	8,853	-	-	8,853	8,464	
<b>Church running expenses</b>	<b>£20,132</b>	-	-	<b>£20,132</b>	£20,239	
Trading Costs	2,716	-	-	2,716	2,711	
<b>Trading Costs</b>	<b>£2,716</b>	-	-	<b>£2,716</b>	£2,711	
Incumbent Expenses	7,740	-	-	7,740	3,137	
Vicarage costs	4,424	-	-	4,424	4,454	
Mission giving	1,455	-	-	1,455	493	
Fundraising costs	933	-	-	933	536	
Church repairs	5,975	-	-	5,975	28,520	
Major Capital Expenditure	1,129	34,770	-	35,899	3,231	
Hall repairs	-	-	-	-	-	
<b>Other Charitable Costs</b>	<b>£21,656</b>	<b>£34,770</b>	-	<b>£56,426</b>	£40,371	
<b>Total expended on all funds</b>	<b>£123,931</b>	<b>£34,770</b>	-	<b>£158,701</b>	£137,845	

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

### 4 Transfers between funds

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Youth Work Fund	(2,500)	2,500	-	-	-
	<b>(2,500)</b>	<b>2,500</b>	-	-	-

### 5 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Income tax recoverable	-	-	-	-	500
Other debtors	761	3,420	-	<b>4,181</b>	3,050
	<b>£761</b>	<b>£3,420</b>	-	<b>£4,181</b>	£3,550

### 6 Creditors: amounts falling due within one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Accruals for utilities and other costs	-	-	-	-	2,200
Mission Giving	1,295	-	-	<b>1,295</b>	493
Other creditors	1,379	14,250	-	<b>15,629</b>	535
	<b>£2,674</b>	<b>£14,250</b>	-	<b>£16,924</b>	£3,228

### 7 Analysis of net assets by fund

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Endowed CBF Investments	-	-	51,241	<b>51,241</b>	59,183
Carnival Plc Shareholding	998	-	-	<b>998</b>	2,385
Debtors	761	3,420	-	<b>4,181</b>	3,550
Restricted CBF Investments	-	48,825	-	<b>48,825</b>	56,394
Cash at bank and on deposit	64,133	151,962	-	<b>216,095</b>	39,845
Current liabilities	(2,674)	(14,250)	-	<b>(16,924)</b>	(3,228)
	<b>£63,218</b>	<b>£189,957</b>	<b>£51,241</b>	<b>£304,416</b>	£158,129

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

8 A

### Prior year Statement of Financial Activities comparative figures for this year

	Unrestricted Fund	Designated Fund/s	Restricted Fund/s	Endowed Fund/s	Total Funds 2021
	£	£	£	£	£
<b>Income and endowments from:</b>					
Donations	76,374	-	-	-	76,374
Legacies	-	-	-	-	-
Charitable activities	18,023	2,206	-	-	20,229
Investments	23,267	-	-	-	23,267
Other receipts	11,689	4,564	8,243	-	24,496
<b>Total income</b>	<b>129,353</b>	<b>6,770</b>	<b>8,243</b>	<b>-</b>	<b>144,366</b>
<b>Expenditure on:</b>					-
Diocesan Parish Share	68,464	-	-	-	68,464
Salaries	2,710	-	3,350	-	6,060
Church running expenses	20,239	-	-	-	20,239
Trading Costs	2,711	-	-	-	2,711
Other Charitable Costs	12,061	6,468	21,842	-	40,371
<b>Total expenditure</b>	<b>106,185</b>	<b>6,468</b>	<b>25,192</b>	<b>-</b>	<b>137,845</b>
Net gains (or losses) on investments					
<b>Net income or (net expenditure)</b>	<b>23,168</b>	<b>302</b>	<b>(16,949)</b>	<b>-</b>	<b>6,521</b>
<b>Transfers between funds</b>	<b>302</b>	<b>(302)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	23,470	-	(16,949)	-	6,521
<b>Other recognised gains/(losses):</b>					
Gains/(losses) on revaluation of fixed assets	-	-	(8,196)	-	(8,196)
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
<b>Net movement in funds</b>	<b>23,470</b>	<b>-</b>	<b>(25,145)</b>	<b>-</b>	<b>(1,675)</b>
Total funds brought forward	19,082	-	140,722	-	159,804
<b>Total funds carried forward</b>	<b>42,552</b>	<b>-</b>	<b>115,577</b>	<b>-</b>	<b>158,129</b>

# St Andrew's Church, Hove

registered charity number 1134129

## Notes to the Annual Financial Report

8 B

### Statement of funds

	Balances b/fwd 1 Jan 2022	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2022
	£	£	£	£	£
<i>Endowed CBF Investments:</i>					
PCC Stipend Churchyard	45,252	-	-	(6,073)	<b>39,179</b>
Hobley memorial	13,931			(1,869)	<b>12,062</b>
<b>Total of all endowed funds*</b>	<b>59,183</b>	<b>-</b>	<b>-</b>	<b>(7,942)</b>	<b>51,241</b>
<i>Restricted CBF Investments:</i>					
School proceeds	44,022	-	-	(5,908)	<b>38,114</b>
Brittle	11,303	-	-	(1,517)	<b>9,786</b>
Usher missionary fund	1,069			(144)	<b>925</b>
<b>Total of CBF restricted funds</b>	<b>56,394</b>	<b>-</b>	<b>-</b>	<b>(7,569)</b>	<b>48,825</b>
Youth work	-			2,500	<b>2,500</b>
Church Re-Ordering	-	173,402	(34,770)	-	<b>138,632</b>
<b>Total of all other restricted funds</b>	<b>-</b>	<b>173,402</b>	<b>(34,770)</b>	<b>2,500</b>	<b>141,132</b>
<b>Total of all restricted funds</b>	<b>56,394</b>	<b>173,402</b>	<b>(34,770)</b>	<b>(5,069)</b>	<b>189,957</b>
<i>Unrestricted funds:</i>					
General fund	40,167	148,485	(123,931)	(2,500)	<b>62,221</b>
Carnival Plc Shareholding	2,385	-	-	(1,388)	<b>997</b>
	-	-	-	-	<b>-</b>
<b>Total of all unrestricted funds</b>	<b>42,552</b>	<b>148,485</b>	<b>(123,931)</b>	<b>(3,888)</b>	<b>63,218</b>
<b>Total funds</b>	<b>£158,129</b>	<b>£321,887</b>	<b>£(158,701)</b>	<b>£(16,899)</b>	<b>£304,416</b>

\*further to information from CBF these funds were reclassified as endowed funds (from restricted)

# Independent Examiner's Report to the PCC of St Andrews's Church, Hove for the Year Ended 31<sup>st</sup> December 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Andrew, Hove, on the annual report for the year ended 31<sup>st</sup> December 2022 set out on pages 2 to 19

## Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

## Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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

## Examiner's signature

Examiner's name *CAPITALS*

## Date

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

Examiner's address

STUART LAWS

23 April 2023

Associate of The Institute of Chartered Accountants in England and Wales

41 Coleman Avenue, Hove BN3 5ND