

PAROCHIAL CHURCH COUNCIL OF ST. NICHOLAS, ARUNDEL
Annual Report for 2021

Administrative Information

St. Nicholas is situated in London Road, Arundel. It is part of the Diocese of Chichester within the Church of England. All correspondence should be addressed to the Parish Office, London Road, Arundel, West Sussex, BN18 9AT.

During the year and since the year end to the date of signing this report, the following served as members of the Parochial Church Council (PCC):

Incumbent & Chairman:	The Revd. Canon David Twinley
Curate:	The Revd. Dominik Chmielewski (until September 2021)
Wardens:	Mr. Graham Toole-Mackson Mrs. Helen Summers
Deputy Warden:	Mr. Ian Graham (from May 2021)
Diocesan Synod Representative:	Mr. John Booth
Deanery Synod Representatives:	Mrs. Wendy Eve Mrs. Margaret Gibson
PCC Secretary:	Mrs. Clare Toole-Mackson
Elected Members:	Ms Elise Abbott (from May 2021) Mrs. Lesley Agutter (from May 2021) Mrs. Cate Burgess (from May 2021) Mr. Nathan Davies-Pugh (to May 2021) Mr. Jeremy Fraser Mrs. Rose Gaskell Mr. Ian Graham Mr. Roy Haworth Mr. Ken Merron Mr. John Morrison Mrs. Kimberley Mumby (from May 2021) Mrs. Cathy Perry (to May 2021) Ms. Isabelle Pietersz Ms. Sarah-Jane Thornton (from May 2021) Mr. Terry Tunmore (to May 2021)

1.

Structure, Governance and Management

St. Nicholas' PCC is a charity registered with the Charity Commission, Registered Charity Number 1134404. The method of appointment of PCC members is set out in the Church Representation Rules 2017. PCC members are responsible for supporting the Vicar in the mission and ministry of the church, the parish finances, and maintaining the church building.

The full PCC only met once during the year, on 4th September 2021 because of the ongoing pandemic. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include Fabric, Finance, Pastoral and Mission, Heritage, and Social Events, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary. Because of the pandemic these sub-committees were unable to meet in 2021.

The PCC is committed to the safeguarding, care and nurture of all the members of the parish and takes due regard to guidance issued by the House of Bishops on matters relating to the safeguarding of children and vulnerable adults.

ST. NICHOLAS', ARUNDEL with Tortington TRUSTEES' ANNUAL REPORT 2021

Aims and Purposes

St. Nicholas' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Canon David Twinley, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Church of St. Nicholas, London Road, Arundel, and the churchyard of St. Mary Magdalene, Tortington.

Objectives and Activities

When planning our activities for the year we have considered the Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion.

In particular we try to enable people to live out their Christian faith as part of our parish community through:

- Worship and prayer
- Learning about the Gospel and Christian faith, and developing their knowledge, devotion and trust in Jesus Christ
- Provision of pastoral care for people living in the parish, particularly important in the years of the pandemic, which in 2021 saw the launch of community lunches
- Missionary and outreach work, including
 - . Offering people a warm welcome to the church
 - . Supporting Arundel Church of England (Aided) Primary School
 - . Supporting local charities including Turning Tides (a homeless charity), Family Support Work(FSW), Arun Home Start and Littlehampton Food Bank
 - Supporting FEAST (For Educational and Social Transformation) a charity working to help the poor and needy in Southern India

We encourage ecumenical relations by maintaining a close relationship with our Christian partners in Arundel and with our link parish in Stegaurach, Germany.

Worship and Prayer

In normal times the church is open daily for prayer. There are a variety of services during the week including Morning and Evening Prayer, a daily Eucharist from Tuesday to Friday and services at 8am and 10am on a Sunday, with Choral Evensong on the first Sunday of each month.

The pandemic continued to have an enormous effect on the number of people attending church even when it became possible to have greater numbers. As things eased towards the end of 2021 it was noticeable that the congregations began to increase, though still nowhere near the numbers prior to the pandemic, when the 10am Sunday Eucharist was attended by anything up to 150 people.

There were 153 parishioners on the Electoral Roll of whom over 40 do not reside in the parish. Following the 2019 revision, as usual a significant number of regular members of the congregation failed to complete the form. Whereas the average weekly attendance at all services in October 2019 was 233, the number in October 2020 was 111 and in October 2021 it was 117. At Easter 2021, including Easter Saturday Vigil and Easter Sunday morning, there were 120 people at the three services. Christmas Midnight Mass in 2019 saw 124 people attend but just 43 attended in 2020 and 62 in 2021. On Christmas morning in 2021 there were 85 adults as well as 17 people under the age of 16.

2020 had seen lockdowns imposed and a second lockdown had begun on 5th November that year. It was on 5th January 2021 that a third lockdown was announced but St. Nicholas remained open for public worship under similar conditions as before. Older members of the congregation, being the more vulnerable, were dissuaded from attending, though a number of the more valiant continued to attend. Morning and Evening prayer continued to be said by the clergy and the 10am Sunday service continued to be live-streamed on various occasions to the delight and solace of many people. These formed a major part of St. Nicholas' outreach during a second difficult year. Choral Evensong could sadly no longer take place.

On 29th August 2021 the Icon in the Lady Chapel in memory of the late Canon Brian Cook was dedicated by the Vicar, followed by the interment of Canon Cook's ashes in the churchyard. On 31st October 2021 Bishop Martin of Chichester attended a Confirmation Service at which he confirmed 14 young people and 7 adults from the parish.

During the year there were seven funerals in St. Nicholas', three cremations from the church and four interments of ashes in the churchyard. There were two weddings, one service of blessing and seven baptisms. During the year in question the Vicar carried out a large number of home communions and visited the Priory twice a month for the same purpose.

As in 2020 the year 2021 saw a limited number of members of the choir able to lead the singing at services. It was not possible to have the usual 30-strong choir but towards the end of the year nine choir members were able to return to the choir stalls to sing. Sadly, again in 2021 the usual duties of the teams of sacristans, intercessors, lesson-readers, acolytes, cross-bearers, healing team, sidesmen and daily stewards had to be put on hold. It follows that the learning and education aspect of the life of St. Nicholas had to be cut back substantially and the Sunday Group for school-age children was only able to meet on a very few occasions.

Pastoral Care

In normal times most of the pastoral care is undertaken by the clergy. This includes visiting in times of sickness and bereavement, regular visiting at Arundel Hospital and St. Richard's Hospital, Chichester and taking communion to the residents of the Priory Care Home in Arundel. In addition members of the laity take home communion to the housebound and residents of Warwick Court. The three Authorised Lay Ministers, Debbie Lee, Helen Summers and Tim Worley, who normally undertake pastoral visits, were again largely unable to do so in 2021, as in the previous year.

However during the pandemic lockdowns pastoral care continued to be carried out by the clergy and Lay Ministers and other volunteers, who have maintained telephone contact with isolated folk and others who needed support in whatever way was necessary, such as shopping, delivering prescriptions, collecting medication, visiting the Post Office, providing hot meals, collecting food for the food banks, IT help, phone buddy support, dog-walking, fixing televisions, delivering specimen samples to the surgery and tracking down and collecting necessary medical supplies.

St. Nicholas' Church was fortunate in 2020 to secure two Sussex Community Foundation Grants, which enabled the church to continue to support the vulnerable in Arundel in 2021. The Parish Administrator, Mrs. Fiona Maxwell, working from the Parish Office, continued to be a central reference point for people seeking support and also for those volunteering aid, providing security and helping with isolation and there has been ongoing positive feedback. The ensuing conversations and contacts have undoubtedly reduced depression, low spirits and isolation. By the end of September 2020 193 volunteers and people requiring support had been linked up. These numbers continued to increase in 2021. As in the previous year there have been numerous expressions of gratitude and appreciation. The parish plans to continue and build on these areas of support whenever and wherever there is need.

Safeguarding

We state as a parish, “ St. Nicholas' Parochial Church Council is committed to the safeguarding, care and nurture of all our members. We recognise that safeguarding is everyone's responsibility. We are committed to implementing all safeguarding policies and practical guidance issued by the House of Bishops in April 2021.”

This extract from that guidance was discussed at the PCC Meeting in September 2021. 'Safeguarding is at the centre of our faith, in our practice, in our worship, in our praying and in our believing. In other words, safeguarding needs to become integral to the very DNA of the church rather than an appendage, with good safeguarding behaviours flowing naturally and intuitively'. As a result the following are in place:-

- New members of the PCC and new Sunday Group leaders as well as any other members of the church who have direct contact with children or vulnerable adults now have DBS certificates.
- All have been reminded of the obligation to complete the Diocesan Safeguarding Training and a high proportion have. A checking system is in place to ensure that all those with DBS certificates are up-to-date with relevant training.

- Covid regulations and advice have been rigorously adhered to so that all events, whether run by the church or not, have been required to implement procedures according to risk assessments compliant with Government guidelines. High expectations in this regard have meant that activities and events such as Sunday Group, Hanover Band concerts, Toddler Group, have been re-introduced (and will continue) with a level of confidence and success.
- The level of commitment by the church and its congregation to support actively the more vulnerable individuals and families within the parish has continued since the end of lockdown and the slow (and bumpy) journey towards the easing of rules. The willingness to care for and meet the needs of others is a fundamental element of safeguarding and volunteers have continued to drive, visit & lunch with those who are more vulnerable.
- The Authorised Lay Ministers are seeking re-authorisation to continue their pastoral work in the parish community.

The parish is grateful to the Safeguarding Officers, Helen Summers and Wayne Morgan for their dedication and hard work in this matter.

Mission and Outreach

From the start of the first lockdown in March 2020 Canon David kept in touch with parishioners via a regular newsletter and this continued in 2021. He recorded reflections for Lent and Advent, to accompany the daily Gospel reading, also specific talks and reflections for Holy Week and Easter. Again in 2021 Lent and Advent Bible Study also took place via Zoom. In the Autumn of 2021 the Vicar gave four talks on 'The Origins of the Eucharist' which were both stimulating and illuminating. Some of the talks given during the year were available to all on the church's website.

St. Nicholas' is proud of its reputation in giving a warm welcome to visitors, not only on Sundays and at other services but on weekdays, through the system of daily stewards on duty. In a normal year more than 25,000 visitors come to the church from all over the world. Obviously all this has not been possible in 2020 or 2021, nor has the usual Christian hospitality, the social events, the Parent, Carer and Toddler Group, the Hanover Band concerts, the usual Summer Fete and events arranged by the Friends of St. Nicholas'. Fortunately the Parent, Carer & Toddler Group was able to re-start in September 2021 and the Hanover Band was able to perform Handel's 'Messiah' to a depleted audience at Christmas 2021.

An innovation, long planned, was a monthly lunch for members of the parish and the wider community. This has continued into 2022 and the numbers have grown, there being 28 people at the most recent one. It is particularly pleasing to welcome guests from all sections of the community. This initiative has been warmly appreciated by people living on their own and deprived of social interaction. Another new idea which will shortly become reality is monthly coffee mornings at the church. There is no charge for either of these events.

Supporting Arundel Church of England School

Over recent years there has been an increasing interaction between the church and the school. As part of the work the school does with the liturgical team from St. Nicholas' Father Andrew Wadsworth worked alongside the Headteacher, Mr. Andrew Simpson, to develop a Study Day examining the relationship between clergy and the schools, with particular reference to Church Aided Primary Schools. The emphasis was on the practical 'can do' approach to worship, the School Eucharist and Governorship. The foundation will be missional and pastoral in terms of the children and pastoral in terms of support for all the stakeholders in the school's community. All this work was appreciated by the Diocesan Director of Education and the Archdeacon of Chichester.

It is good to know that the school is moving to a position of strength and unity following clear principles based on the school's Christian ethos as it aims to achieve strategic planning outcomes. The school regards it as very important that the children have a broad and balanced curriculum which promotes the school's Christian vision and values and an ethos to improve progress and standards across the whole curriculum.

The parish has been delighted at the extraordinary success of the school in numerous sporting activities which have made the school Area champions six times in twelve years and County champions six times in hockey, golf and athletics. Other successes have also been favourably commented on at PCC Meetings.

In Autumn 2021 the school held a Charity Week where children had the opportunity to support Education West Africa, Children in Need and the FEAST project. The parish was pleased to hear of the wonderful variety of fund-raising events undertaken by the children.

It should be noted that without the fine leadership of the Headteacher, Mr. Andrew Simpson and the staff, none of this would have been possible.

A number of members of the congregation are Foundation Governors of the school.

There is little doubt that the last two years have been a challenging time but throughout this the Vicar and Father Andrew Wadsworth have worked hard to support the excellent work of the school.

Supporting Charities

Over the years St. Nicholas' has supported Turning Tides (for homeless people in Worthing and Littlehampton) and Diocesan Family Support Work, together with the Littlehampton Food Bank. Sadly again in 2021 it was difficult to provide the usual level of financial and other support for these charities. Members of the congregation continue their generous provision for the Food Banks.

A major outreach comprising both financial and practical support is undertaken by the FEAST project (For Educational and Social Transformation) for a community in Tamil Nadu in Southern India. For a second year the sum raised was reduced, but even so some £56,911 was raised in the course of the year. As in 2020 Christmas 2021 saw the appeal for sponsors to send Christmas money to their children/elderly persons plus the Christmas present appeal to buy chickens, goats, cows, saris, sewing machines, clothing and school uniform and this initiative raised £1,350.

Ecumenical Relations

St. Nicholas' has always maintained good relations with Arundel's Roman Catholic community and the Baptist Church but connections were limited in the extreme again in 2021. The ecumenical partnership with the Roman Catholic parish of Stegaurach in Southern Germany continues as strongly as ever but sadly the planned visit to Arundel in 2021 had to be postponed for a second time until 2022. Sadly it is unlikely to take place until 2023.

Maintaining the Fabric of the Church

The work of the Fabric Committee is headed by John Morrison, to whom the parish owes an enormous debt of gratitude for his devotion to this work and to the care of the building. A lot of work is carried out by volunteers but this could not happen during 2020 and 2021. However the part-time church caretaker, Fred Long, with cleaning teams led by the Vicar and the Parish Administrator, ensured that the church was kept clean and safe.

Throughout a further difficult year work continued on planned maintenance and repairs to the church fabric and grounds. Again the church caretaker, Fred Long, is the mainstay of these core tasks, many of which have to take place on the various church roofs. Support from other parishioners, particularly in regard to the Parish Garden, flower-beds & shrubs was very much appreciated and made a major difference. Monday mornings is when the core fabric work is carried out and volunteers for this are always welcome.

A major task throughout the first half of 2021 was clearance and repair to the surface water drains running around the church at depths between 0.5 and 2.0 m. Although distinctly unglamorous this work has reduced the worrying water ingress problems which have been damaging exterior walls on the North side of the church for more than a decade.

Good progress has been made in preparing the Parish Garden and the support, encouragement and practical assistance of the Angmering Park Estate, who own the land has been excellent. Obtaining planning permission to access the site has involved a considerable amount of work. At the time of writing, permission has just been granted. For a third year the Co-op are supporting the creation of the Parish Garden.

Three species of bats make use of the church interior during the summer months and a further fourth species makes use of the graveyard. None of them are house-trained! Detailed ecological surveys have taken place and a mitigation plan has been agreed which will allow roof work during the summer rather than winter months, an increase in bat accommodation outside the building and more controlled access into the church.

In 2021 the church was assessed as 'Highly Commended' by the Sussex Heritage Trust for the quality of restoration work on the North aisle roof and the excellent use of traditional skills during an extended period of the pandemic, which influenced working conditions.

£33,200 of funds was expended during the year and reserves are now very low. Spending consisted of £3,500 for the final roof payment, £16,000 for drainage work, £5,600 for Parish Garden costs, and £8,000 on general maintenance, stonework repairs and preparation for future projects.

Heritage Committee

The work of committee members, led by John Barkshire, David Gillard and John Morrison has centred on preparation for a substantial Exhibition to coincide with the Corpus Christi Festival in June. It will run for nine days and be housed in a large marquee on the Parish Garden site. The Exhibition panels and artefacts will cover the entire history of St. Nicholas' Church, the town, the Castle and the Fitzalan Chapel and will provide a valuable resource and stimulus for parishioners, friends, visitors, schools and other researchers. As well as amplifying much that is already known, research has unearthed a considerable amount of new facts about a much-loved and important site. An electronic version of the material displayed will be produced after the Exhibition has closed.

St. Mary Magdalene, Tortington

The church grounds have been well maintained during the pandemic. Di Somerville and a number of volunteers from Tortington Manor have given time to weeding, pruning and tidying. Inside the church a similar group, mainly from Tortington Manor, have continued to keep the church building well cared-for. The Friends of Tortington Church have raised funds (supported by specific donations) for the installation of a new radiant heating system. Under the care of John Desmond the bees had another productive year and £1,500 has been raised from the sale of honey for the Friends of Tortington funds.

Finance Committee

The Finance Committee is charged by the PCC to ensure that the financial affairs of the church are handled prudently and in accordance with Charity Law. The Committee, which includes the Treasurer, generally meets four times annually but this has not been possible in the year under review. The Committee sets and monitors a budget for recurrent costs (e.g. church running expenses, maintenance, Diocesan Parish Share) and income from the Parish Giving Scheme, collections, Gift Aid and appeals. Working with other church committees the aim is to ensure the financial stability of St. Nicholas' with Tortington. In the exceptional year under review St. Nicholas' has been fortunate in receiving throughout the Covid period very generous support from the community and has benefited from a number of grants. This has resulted in a small movement in unrestricted funds following the decrease in 2020.

Total funds at the balance sheet date were £140,894 (2020 - £137,320). Of these

£96,725 (2020 - £93,428) are held as restricted funds and £44,169 (2020 - £43,892) are held as unrestricted funds. The charity does not have any funds held as tangible fixed assets and therefore free reserves are equivalent to unrestricted funds. A further £27,612 (2020 - £24,300) of reserves is held as fixed asset investments. It is the Trustees' policy to hold reserves equivalent to 6 months' expenditure.

The ongoing work of FEAST and minor improvement works on the fabric have been the major restricted expenditure largely matched by some fund-raising activity. The investment performance of various funds created a gain in the year.

Although the income has decreased substantially due to limited fund-raising activities, including the very popular annual Summer Fete, and fewer weddings, this has been offset by a number of grants and substantial individual donations. The church has been fortunate that the recent investment in the fabric of the building has reduced the immediate need for day-to-day maintenance, decreasing our outgoings. The PCC continues to raise restricted funds to restore the church, securing the building for future generations.

In 2021 contributions via the Planned Giving Scheme sadly declined. A very important aspect of the PGS is the Gift Aid received on a substantial number of contributions. All parishioners are encouraged to make their regular, hopefully increasing, giving through this scheme, particularly as it assists in recovering Gift Aid.

Volunteers

St. Nicholas' has always been extremely fortunate in the number of people willing to carry out a multitude of voluntary tasks. It is always invidious to name individuals because of the danger of omitting someone worthy of mention, but special thanks should be given to the Revd. Andrew Wadsworth for his assistance at services and at the school, to Deacon John Smith and also to Mrs. Fiona Maxwell, the Parish Administrator, whose efficiency and charm are appreciated by everyone. The Foundation Governors at the school are led by Mrs. Sue Hine as Chairman since December 2019. Thanks are also due to Mr. Jeremy Fraser, the Treasurer and to Mrs. Sarah Plumley our gifted organist and choral trainer. Finally, grateful thanks go to the flower arrangers, sacristans, sidesmen, stewards and cleaners and everyone who contributes to the smooth running of the church. Special thanks are due to the dedicated body of helpers who have cleaned the church after each service during the pandemic. An excellent example of community spirit at St. Nicholas'!

Statement of Trustees' Responsibilities

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

The law applicable to Charities in England and Wales requires the Trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements the Trustees are required to:-

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

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

Approved by the PCC on 19th March 2022 and signed on its behalf by

The Revd. Canon David Twinley
Incumbent

Independent Examiner's Report to the Trustees of Parochial Church Council of St. Nicholas, Arundel

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

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

Responsibilities and basis of report

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

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

Independent Examiner's Statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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

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

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

James Peach FCA

Kreston Reeves LLP
Horsham
Date : 28 June 2022

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Income from:					
<i>Donations and legacies</i>	2a	143,365	89,195	232,560	323,668
<i>Other trading activities</i>	2b	313	-	313	1,300
<i>Investments</i>	2c	458	307	765	1,123
<i>Charitable activities</i>	2d	3,586	-	3,586	5,363
		-----	-----	-----	-----
Total income		147,722	89,502	237,224	331,454
		-----	-----	-----	-----
Expenditure on:					
<i>Raising funds</i>	3a	401	-	401	73
<i>Charitable activities</i>	3b	147,045	89,517	236,562	355,837
		-----	-----	-----	-----
Total expenditure		147,446	89,517	236,963	355,910
		-----	-----	-----	-----
Net (expenditure)/income before transfers		276	(15)	261	(24,456)
Gross transfers between funds		-	-	-	-
		-----	-----	-----	-----
Net incoming resources before other recognised gains & losses		276	(15)	261	(24,456)
Gains / (Losses) on investment assets		-	3,312	3,312	1,670
		-----	-----	-----	-----
Net movement in funds		276	3,297	3,573	(22,786)
		-----	-----	-----	-----
Total funds brought forward at 1 January		43,892	93,428	137,320	160,106
Total funds carried forward at 31 December		44,168	96,725	140,893	137,320
		=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

BALANCE SHEET AT 31 DECEMBER 2021

		2021	2020
Fixed assets	Notes	£	£
Tangible fixed assets	5	0	0
Investments	6	27,612	24,300
Total fixed assets		27,612	24,300
Current assets			
Debtors	8	7,859	6,564
Short term deposits		60,100	60,100
Cash at bank and in hand		47,322	50,316
		115,281	116,980
Creditors: amounts falling due within one year	9	2,000	3,960
Net current assets		113,281	113,020
NET ASSETS	7	140,893	137,320
Funds			
Restricted funds	10	96,725	93,428
Unrestricted funds	10	44,168	43,892
		140,893	137,320

Approved by the Parochial Church Council on 19 March 2022 and signed on its behalf by:

Canon David Twinley

PCC Chairman

The notes on pages 11 to 18 form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

b Fund accounting

Funds held by the PCC are:

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

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.

c Income

All incoming resources are accounted for gross.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when it is due.

Grants and legacies are recognised when the PCC recognises that an inflow of economic benefit is probable.

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.

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2021

c Income (continued)

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 each year.

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 an outflow of economic benefit is probable.

Church Activities

The diocesan parish contribution is accounted for when paid.

e Fixed assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by section 10 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 for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2001 have been capitalised in the accounts and depreciated over their useful economic lives (see below).

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

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Office equipment consisting of:

Fixtures and fittings	15% straight line
Computer equipment	25% straight line
Grand piano	10% straight line
Inalienable fixed assets	10% straight line

Investments

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

f Current assets

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

Short-term deposits include cash held on deposit with CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEI

NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

2 Income	Unrestricted Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	TOTAL FUNDS 2020 £
<i>a Donations and legacies</i>						
Planned giving	64,374	-	64,374	67,019	-	67,019
Collections at all services	930	190	1,120	2,112	-	2,112
Sundry donations and appeals	52,120	86,505	138,625	43,986	185,258	229,244
Income tax recoverable	25,941	2,500	28,441	24,793	-	24,793
Legacies	-	-	-	500	-	500
	143,365	89,195	232,560	138,410	185,258	323,668
<i>b Other trading activities</i>						
Fetes and other fund-raising events	313	-	313	1,250	50	1,300
<i>c Investment income</i>						
Dividends and interest	458	307	765	822	301	1,123
<i>d Charitable activities</i>						
Fees from weddings etc	3,586	-	3,586	5,363	-	5,363
Total income	147,722	89,502	237,224	145,845	185,609	331,454

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Expenditure

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	TOTAL FUNDS 2020 £
<i>a Raising funds</i>						
Other expenses	401	-	401	73	-	73
	-----	-----	-----	-----	-----	-----
	401	0	401	73	0	73
	-----	-----	-----	-----	-----	-----
<i>b Church activities</i>						
Missionary and charitable giving						
Overseas						
- FEAST	-	54,950	54,950	-	51,000	51,000
Other	1,053	1,035	2,088	1,470	-	1,470
	-----	-----	-----	-----	-----	-----
Ministry costs						
- diocesan parish share	69,100	-	69,100	68,853	-	68,853
- other clergy costs	9,107	-	9,107	12,042	-	12,042
Church running expenses	12,787	-	12,787	13,754	-	13,754
Church maintenance	4,561	33,532	38,093	1,929	161,237	163,166
Upkeep of services	48,437	-	48,437	43,992	-	43,992
Governance costs	2,000	-	2,000	1,560	-	1,560
	-----	-----	-----	-----	-----	-----
	147,045	89,517	236,562	143,600	212,237	355,837
	-----	-----	-----	-----	-----	-----
Total resources expended	-----	-----	-----	-----	-----	-----
	147,446	89,517	236,963	143,673	212,237	355,910
	=====	=====	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2021

4 Staff costs	2021	2020
	£	£
a <i>Wages and salaries and social security costs</i>	25,801	24,161
	-----	-----
	25,801	24,161
	-----	-----

During the year the PCC continued to employ a Parish Secretary and an Organist.
No staff received remuneration greater than £60,000 in either year.

b *Transactions with PCC members*

Ms Diane Somerville, a member of the PCC, was hired as a gardening contractor for Tortington Churchyard and was paid £333 during the year (2020 - £102).

Other than the above, there were no expenses reimbursed to members and no members received any remuneration or other benefits during the year. There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

5 Tangible fixed assets

	Office Equipment	Grand Piano	Inalienable Assets	Total
Cost	£	£	£	£
At 1 January 2021	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
At 31 December 2021	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
Depreciation				
At 1 January 2021	5,513	3,000	8,360	16,873
Provided in the year	-	-	-	-
	-----	-----	-----	-----
At 31 December 2021	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
Net book amounts				
At 31 December 2021	-	-	-	-
	=====	=====	=====	=====
At 31 December 2020	-	-	-	-
	-----	-----	-----	-----

The inalienable assets capitalised relate to items donated for the Lady Chapel, and have been depreciated over 10 years on a straight-line basis.

6 Investments	£
Market value at 1 January 2021	24,300
Gains on annual revaluation	3,312

Market value at 31 December 2021	27,612

Holdings at 31 December 2021

671 shares in CBF Church of England Investment fund (2020: 671 shares)

580 shares in COIF Charity Funds investment fund (2020: 580 shares)

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2021

6 Investments (continued)

	2021 £	2020 £
Upkeep of Tortington churchyard	3,835	3,375
F Tomkins Trust	3,510	3,089
Tyler bequest	5,474	4,817
Wiswell bequest	2,678	2,357
Eliza Rolls fund	12,115	10,662
	<hr/>	<hr/>
	27,612	24,300
	<hr/>	<hr/>

The historical cost of the above funds is not known.

In 2006 application was successfully made to the Charity Commissioners to use the capital as well as the income from the various trusts. Assets previously classified as Endowment Funds were transferred to Restricted funds as at 1 January 2006.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Investments	-	27,612	27,612
Current assets	46,168	69,113	115,281
Current liabilities	(2,000)	-	(2,000)
	<hr/>	<hr/>	<hr/>
	44,168	96,725	140,893
	<hr/>	<hr/>	<hr/>

8 Debtors

	2021 £	2020 £
Income tax recoverable	7,859	6,564
	<hr/>	<hr/>
	7,859	6,564
	<hr/>	<hr/>

9 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	2,000	3,960
	<hr/>	<hr/>
	2,000	3,960
	<hr/>	<hr/>

Included within other creditors above are Independent Examiner's Fees of £2,000 (2020 - £1,960).

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2021

10 Statement of funds

	Balance b/f 01.01.2021	Income	Expenditure	Transfers, other gains and losses	Balance c/f 31.12.2021
Unrestricted Fund					
General fund	43,892	147,722	(147,446)	-	44,168
Restricted funds					
Belfry Fund	784				784
Eliza Rolls Fund	10,226	307	(1,034)	1,453	10,952
FEAST Indian Project	2,523	56,405	(54,950)		3,978
Flower Fund	-				-
Grand Piano	-				-
F Tomkins Trust	1,851			421	2,272
Tyler bequest	5,708			657	6,365
Upkeep of St Nicholas Buildings	-				-
Upkeep of Tortington Churchyard	5,681	290	(333)	460	6,098
West Window fund	289				289
Wiswell bequest	2,792			321	3,113
Quiet Room Appeal	14,065				14,065
Restoration Appeal	40,533	32,500	(33,200)		39,833
Churches Conservation Trust	500				500
Disabled Access	320				320
Carer & Toddler Group	-				-
Stegaurach funds	6,308				6,308
Vicar's Discretionary Fund	250				250
Collections fund	1,598				1,598
	93,428	89,502	(89,517)	3,312	96,725
Total funds	137,320	237,224	(236,963)	3,312	140,893
	=====	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2021

10 Statement of funds - (continued)

Prior year

	Balance b/f 01.01.2020	Income	Expenditure	Transfers, other gains and losses	Balance c/f 31.12.2020
Unrestricted Fund					
General fund	41,720	145,845	(143,673)	-	43,892
Restricted funds					
Belfry Fund	784				784
Eliza Rolls Fund	9,192	1,034			10,226
FEAST Indian Project	7,981	45,542	(51,000)		2,523
F Tomkins Trust	1,639	212			1,851
Tyler bequest	5,377	331			5,708
Upkeep of Tortington Churchyard	6,591	332	(1,242)		5,681
West Window fund	289				289
Wiswell bequest	2,630	162			2,792
Quiet Room Appeal	14,065				14,065
Restoration Appeal	60,862	139,666	(159,995)		40,533
Churches Conservation Trust	500				500
Disabled Access	320				320
Stegaurach funds	6,308				6,308
Vicar's Discretionary Fund	250				250
Collections fund	1,598				1,598
	118,386	187,279	(212,237)	-	93,428
Total funds	160,106	333,124	(355,910)	-	137,320
	=====	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2021

10 Statement of funds - (continued)

Fund details

Former endowment funds were transferred to restricted funds as at 1 January 2006 - see note 6.

Capital as well as income may now be used for the specific purposes of the respective funds.

The main restricted funds at 31 December 2021 comprise:-

Belfry Fund	For the improvement and upkeep of the Belfry
Eliza Rolls charity	Payments to the elderly and needy of the parish.
FEAST Indian Project	A grassroots charity in southern India helping the poor through educational sponsorship, support for the elderly, housebuilding and help with small enterprises.
F Tomkins trust	Upkeep of the Tomkins window and general fabric of St Nicholas Church.
Tyler bequest	Upkeep of St Nicholas Church.
Tortington churchyard	The PCC is responsible for the upkeep of Tortington churchyard.
West Window fund	Holds money donated for the repair of the West Window.
Wiswell bequest	Upkeep of Tortington church and churchyard.
Quiet Space Appeal	Holds money donated for a quiet space in the Church.
Restoration Appeal	Donations for the ongoing restoration of the church building
Churches Conservation Trust	Donation to be given to conservation trust
Disabled Access	Donation to improve access for those with limited mobility
Stegaurach Link	Money held for use for ecumenical visits to and from our Link Parish in Germany.
Vicar's Discretionary Fund	Discretionary fund for vicar
Collections fund	Money collected from the congregation for other charities

11 Connected charities

The Parochial Church Council has a connected charity, Friends of St Nicholas Church Arundel, formerly St Nicholas Building Trust, the main object of which is the maintenance of the church of St Nicholas, Arundel. The Trust may be contacted via the Trustees, c/o St Nicholas Parish Office, London Road, Arundel, BN18 9AT.