

**Trustees' Annual Report  
and  
Financial Statements  
of the  
Parochial Church Council of**

**St Matthew's Worthing**

Registered Charity no. 1134774

For the year ended 31 December 2020

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**St Matthew's Church, 103 Tarring Road, Worthing, BN11 4HB**

*Website:* [www.stmatthewsworthing.org](http://www.stmatthewsworthing.org)

*Incumbent:* Canon Paul Taylor, 53 Bath Road, Worthing, BN11 3PQ

*Independent Examiner:* Mr C J Wells, Andrew Cottage, Red Lane, Shipley,  
Horsham, W Sussex RH13 8PH

*Bankers:* Lloyds TSB Bank Plc, South Street, Worthing



## PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING

Registered Charity no. 1134774

Trustees' Annual Report for 2020

### Objectives and Activities

The primary objective of St Matthew's PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

### Achievements and Performance

#### Pursuing a New Vision

In 2020 we have continued to develop St Matthew's Church in accordance with our agreed vision as follows:

#### Our Why? (Purpose)

##### Believing in Worthing

We believe in our town and local community and we want to invest in it in every way we can, playing our part in making it a great place to be. Believing in God inspires our believing in Worthing.

#### Our What? (Vision)

Over the five years April 2019 - April 2024 we want to reach to increasingly be...

**An inspiring church** - the church is the people, not a building. We are called to serve God 24 hours a day, 7 days a week, wherever we are. To be effective we must have white hot faith - on fire in our experience of God that we may be 'change makers' and 'hope bringers'. We gather in groups and on a Sunday for inspiring worship and effective equipping that renews our vision to serve and proclaim Jesus. We go out to love and serve creatively, Monday to Saturday, in our communities across Worthing and in our parish and surrounding area.

**A catalyst in the community** - we want to further develop our work as a community hub developing our groups where local people find community, support and encouragement in the ups and downs of life. We want to support this work by opening up our church building as a café and connection space that signposts local support services. We want to believe in every individual, especially those vulnerable and isolated, to release their potential and establish a joyful, inclusive community of hope for all. We want to reimagine the use of our rooms and halls to provide a vibrant 7 day a week centre for our work with young and old.

**A hub for the young** - connecting with youth, and those in their 20s and 30s, is a particular target for us as over a third of the population of our area are in this age bracket (with 85% being under 60 years old). We have a full-time Youth Leader and a growing work, and we partner with a number of local schools. We now want to repurpose space in our halls to become a large permanent youth lounge and to open up our facilities as a hub for local young people.

#### Our How? (Values)

**Depend on our Father** - Everything we do needs to be guided by prayer that we may learn to live wisely, seek justice and treat our planet with respect.



## PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING

Registered Charity no. 1134774

### Trustees' Annual Report for 2020

**Share Jesus' love** - We read God's inspired word that Jesus may be the centre of our life together. Jesus is the hope for our town, nation and world.

**Know the Spirit's presence** - As we worship together, we are transformed by the Holy Spirit and propelled out to humbly serve our needy world.

#### Words that are important to us...

**Family** - we are a mixed bunch: singles and married, young and old, babies, children and youth too. Some of us are local people whilst others have come from across the world. We are a real church family where everyone and anyone can belong.

**Forgiveness** - one of the things that we have in common is that we all get things wrong. Whether or not you think your life is sorted out, we know that we all need God's help and each other's acceptance and love.

**Fruitfulness** - we are all 'work in progress', but we are committed to grow and serve, discover our gifts and offer our lives as we grasp ever more deeply what it means to be chosen by God.

#### Progress this year...

##### Inspiring Church

This has been a challenging year.

In February we completed the permanent closure of our Preschool.

On March 28 our services moved online with the first government lockdown, with recorded services from the Vicarage and church members' homes being hosted on Youtube via our website. During the year we invested in cameras and streaming software to enable us to stream our services live from the church. Where possible church meetings, house groups, PCC meetings and coffee and chat meetings were hosted online via Zoom. A pastoral team to phone every church member every two weeks was set up and continued throughout the first lockdown. In the second and third lockdowns a reduced list of those on their own or vulnerable in some other way were regularly contacted by phone. The website was developed with extra prayer resources and 10 days of night prayer services were led by different church members online. An online giving system was established. A particular focus in our preaching was 'Scattered Servants' encouraging us to serve in our community amongst our neighbours. In September and October socially distanced services were held in the church with face masks, recorded music and no singing.

During the lockdowns our Caretaker and Administrator were either fully or partially furloughed.

Our ordinand, Sam Buck, moved on to become a Curate at Crawley in June 2020 and our Curate, Neill Stannard, moved to gain experience in a different parish in September 2020.

Volunteers painted the hall and small hall. Various other maintenance tasks were completed.

##### Catalyst in the Community

In March, Mothering Sunday flowers were given away from the church site to encourage our community. Facebook, the website and signs at the church were used to offer pastoral care and help with shopping, prescriptions etc. In August free Holiday Lunches were cooked and given away to local families. This was repeated in the October half term. In November St Matt's Meals was launched, giving away three days' worth of free food for any local families or individuals who requested it. Both these ministries will continue in 2021.



## **PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**

**Registered Charity no. 1134774**

### **Trustees' Annual Report for 2020**

We relaunched our weekday parent toddler group as Sparklers with a new location in the church hall, a new team and a new logo. During the Covid pandemic we have run a story time, offering two small group sessions on Thursday when regulations allowed. A Facebook page for Sparklers provided a link for young mums and families and regular activities and articles of interest were posted to offer support and build community.

We continued to partner with Heene Church of England Primary School to serve the local community, with church members taking the lead as school governors. The Clergy, with Clive Latter our full time Youth Worker, have led collective worship each week via Zoom or recorded Collective Worship. Collective Worship was also provided for St Andrew's CE High School.

### **Hub for the Young**

Our youth programme was hosted every week online via Zoom with the observance of all necessary safeguarding protocols. Our Youth Missioner provided pastoral care for our young people. Activities for children were posted on the website each week alongside the services videos.

We applied for, and recently received, a grant to enable us to convert the small hall into a youth lounge.

### **Further afield**

We support, in prayer and finance, many Christian outreach activities in Worthing and further afield. These include local and national groups, such as Acorn Pregnancy Counselling, Open Doors, and overseas mission work, such as Pioneers.

### **Parochial Church Council (PCC)**

The full PCC met six times during the year with the PCC standing committee meeting in the months between. Other committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

### **Safeguarding - Church**

A PCC subcommittee for Safeguarding consists of the Vicar, Parish Safeguarding Officer (PSO), Safeguarding Church Warden, Lead Recruiter and Youth Leader. The committee met a number of times, reviewing our practice and ensuring our policies are up to date. The PSO or Vicar report to every PCC meeting.

### **Risk Assessment**

On a regular basis, the PCC members actively review the major risks which the charity faces. The PCC believes that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems will ensure sufficient resources in the event of adverse conditions. The PCC members have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

### **Public Benefit**

The charity acknowledges the requirement to demonstrate clearly that it fulfils charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the booklet of reports to the Annual Parochial Church Meeting of its many ministries. The PCC members confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.



## **PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**

**Registered Charity no. 1134774**

### **Trustees' Annual Report for 2020**

## **Financial Review**

### **Results**

In 2020 we saw a combined deficit across all funds of £35K, mainly a £33K deficit on the General Fund. This compares with a combined deficit in 2019 of £87K including £28K on the General Fund, £13K on the Youth Legacy Fund, £32K on the Preschool Fund and £14K on other smaller funds.

General Fund expenditure of £151K compares to £157K in 2019, a decrease of £6K. The main reason for this decrease is that during 2019 the PCC approved additional one-time expenditure on various enhancements and repairs to our church and hall, including £3K on our application for faculty to reorder the church and £4K on new chairs for church and hall.

Our Preschool closed in February 2020 due to the fall in numbers of children, largely due to the drop in birth rate and no realistic prospect of recovery. The £23K cost of statutory redundancy payments had already been charged in the 2019 accounts. The half term of trading up to closure in mid-February 2020 resulted in a cumulative deficit of £3K on the Preschool fund, which was covered by transfer from the General Fund.

### **Reserves**

These results leave us with a General Fund balance of £48K, of which £9K is invested in equipment, so we have £39K in free reserves. In addition we hold £21K in a designated fund (Joy Hammond Project) for property development, which can be released back to the General Fund, giving revised free reserves of £60K. This will cover four months of budgeted expenditure in 2021, within our policy range to maintain free reserves between three and six months of expenditure.

### **Responses**

Regular donations through the Parish Giving Scheme and bank standing orders, supported by Gift Aid, have continued to increase substantially by £30K (27%) in 2020. This has more than compensated for the loss of longstanding income from the legacy for youth work (£13K in 2019) and Preschool rent (£12K in 2019). The Covid-19 lockdown has had a smaller short-term impact in reduced cash collections (down £10K) and hall rentals (down £4K).

### **We are thankful for:**

- God's provision in the past, in our reserves which have been sufficient to cover the substantial deficits of the last two years
- God's new provision through our steadily increasing regular donations, which enable us to move forward with new staffing to enable new vision for church growth
- God's generosity enabling us to tithe increased amounts to mission beyond our parish activities, up from £11.2K in 2019 to £13.5K in 2020
- God's confirmation to the PCC that now is the time to move forward towards fulfilment of our vision for the parish by appointing a Worship pastor. This calls for a further increase in our regular donations of 35% over the next three years.

### **Future**

God is faithful and will enable us to do His will. We trust Him to provide and to guide us with His wisdom as we face new opportunities (and uncertainties) in 2021 and beyond. The deficits of 2019 and 2020 are largely dealt with, either because they were one-time like the closing of Preschool, or by continued increase in regular donations. We do not take for granted that every single one of us will be able to increase our donations, but we take great encouragement that together we are seeing steady growth in our combined responses of faithful donations.

## PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING

Registered Charity no. 1134774

### Trustees' Annual Report for 2020

#### Trustees Responsibilities

The Charities Act 2011 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 surplus of the charity for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Structure, governance and management

The Parochial Church Council (PCC) has registered with the Charity Commission as required by the Charities Act 2011.

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

##### *Ex Officio members*

Incumbent	The Revd Canon Paul Taylor (Chair)
Curate	The Revd Neill Stannard (until August 2020)
Churchwardens	Mrs Judith Slaney Mr Peter Parish

##### *Elected Members*

Miss Lucy Ashton  
Mrs Liz Frank (Secretary until November 2020)  
Mrs Julie Mason (from October 2020 & Secretary from November 2020)  
Mrs Pam Normansell (from October 2020)  
Mr Clive Purser (Vice Chairman) (from October 2020)  
Miss Angela Pursey (until October 2020)  
Mrs Maureen Rackham (from October 2020)  
Mr Paul Slide  
Mrs Angela Standen (Finance Officer)  
Mr Philip Taylor (Treasurer)

##### *Deanery Synod*

Mr Charles Dick (until October 2020)  
Mr Alastair Pitcher  
Mr Clive Purser (Vice Chairman) (until October 2020)  
Mr Phil Rugg (From October 2020)

##### *Co-opted Members*

None

The Governing documents of the charity are the Parochial Church Councils (Powers) Measure (1956) as amended and the Church Representation Rules.

Signed on behalf of the Trustees by Revd Canon Paul Taylor (Chairman)



Date 7 April 2021



**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF THE PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**

I report on the accounts of the Church for the year ended 31 December 2020, which are set out on pages 8 to 19.

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 2011. 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, for this report, or for the opinions I have formed.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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:

examine the accounts under section 145 of the Charities Act,  
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 to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:  
to keep accounting records in accordance with section 130 of the Charities Act; and  
to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr C J Wells FCA  
C J Wells & Co  
Andrews Cottage  
Red Lane  
Shipley  
Horsham  
West Sussex  
RH13 8PH



Date: 7 April 2021

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>Income and endowments from:</b>						
Donations and legacies	4a	138,487	62	13,467	152,016	135,767
Charitable Activities	4b	20	1,463	11,250	12,733	135,236
Other trading income	4c	5,058	0	0	5,058	8,763
Investments	4d	535	0	2	537	762
Other	4e	1,347	0	0	1,347	49
<b>Total</b>		<b>145,447</b>	<b>1,525</b>	<b>24,719</b>	<b>171,691</b>	<b>280,577</b>
<b>Expenditure on:</b>						
Raising funds	5a	0	0	0	0	0
Charitable Activities	5b	151,513	13,993	42,204	207,710	368,362
Other	5c	0	0	0	0	0
<b>Total</b>		<b>151,513</b>	<b>13,993</b>	<b>42,204</b>	<b>207,710</b>	<b>368,362</b>
Net gain/(loss) on investments	9	411			411	943
<b>Net income/(expenditure)</b>		<b>(5,655)</b>	<b>(12,468)</b>	<b>(17,485)</b>	<b>(35,608)</b>	<b>(86,842)</b>
Transfers between funds	15	(28,011)	13,543	14,468	-	-
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on revaluation of fixed assets					-	-
Other gains/(losses)					-	-
<b>Net movement in funds</b>		<b>(33,666)</b>	<b>1,075</b>	<b>(3,017)</b>	<b>(35,608)</b>	<b>(86,842)</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		81,987	1,331,647	6,264	1,419,898	1,506,740
<b>Total funds carried forward</b>		<b>48,321</b>	<b>1,332,722</b>	<b>3,247</b>	<b>1,384,290</b>	<b>1,419,898</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

Prior year comparatives are stated in note 3

The notes on pages 10 to 19 form part of these financial statements.



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2020**

		Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-20 Total	31-Dec-19 Total
	Notes	£	£	£	£	£
<b>Fixed Assets</b>						
Tangible assets	8	9,350	1,302,358	0	1,311,708	1,310,050
<b>Current Assets</b>						
Cash at bank and in hand	9	31,045	34,614	793	66,452	152,005
Investment	10	6,392	0	0	6,392	5,981
Debtors	11	5,980	0	3,039	9,019	7,051
<b>Total Current Assets</b>		<b>43,417</b>	<b>34,614</b>	<b>3,832</b>	<b>81,863</b>	<b>165,037</b>
<b>Creditors:</b> amounts falling due within one year	12	4,446	4,250	585	9,281	55,189
<b>NET CURRENT ASSETS</b>		<b>38,971</b>	<b>30,364</b>	<b>3,247</b>	<b>72,582</b>	<b>109,848</b>
<b>TOTAL ASSETS less current liabilities</b>		<b>48,321</b>	<b>1,332,722</b>	<b>3,247</b>	<b>1,384,290</b>	<b>1,419,898</b>
<b>NET ASSETS</b>		<b>48,321</b>	<b>1,332,722</b>	<b>3,247</b>	<b>1,384,290</b>	<b>1,419,898</b>
<b>Funds of the Charity</b>						
General Funds		48,321	0	0	48,321	81,987
Designated Funds	13	0	1,332,722	0	1,332,722	1,331,647
Restricted Funds	14	0	0	3,247	3,247	6,264
<b>Total Funds</b>		<b>48,321</b>	<b>1,332,722</b>	<b>3,247</b>	<b>1,384,290</b>	<b>1,419,898</b>

The notes on pages 10 to 19 form part of these financial statements.

Approved by the Trustees on 7 April 2021 and signed on their behalf by:



Revd Canon Paul Taylor, Chair



Philip Taylor, Treasurer

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**1. CHARITY INFORMATION**

The charity (registered number 1134774) is an unincorporated body. The address is St Matthew's Church, 103 Tarring Road, Worthing, BN11 4HB.

**2. 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 (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

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

**Critical accounting judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**FUNDS**

Unrestricted Funds are 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 represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or the bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowments were established.

**Income**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

**Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan quota or parish share is accounted for when due. Amounts received specifically for Mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

The selected pension scheme is a defined contribution scheme and is therefore represented in the accounts as the value of the contributions.



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactional value and subsequently measured at amortised cost using the effective interest method. Financial assets held at amortised cost comprise cash at bank and in hand, together with trade and other debtors. Financial liabilities held at amortised cost comprise trade and other creditors.

Investments, including bonds held as part of an investment portfolio, are held at fair value at the Balance Sheet date, with gains and losses being recognised within income and expenditure.

**Functional / Presentation currency**

The functional currency of the parish is considered to be in pounds sterling because that is the currency of the primary economic environment in which the charity operates.

**Provisions**

Provisions are recognised when the charity has a present legal or constructive obligation arising as a result of a past event and it is probable that an outflow of economic benefit will be required to settle the obligation and a reliable estimate can be made. Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as an interest expense.

**Fixed Assets**

Consecrated and Beneficed property is excluded from the accounts by s.96(2)(A) of the Charities Act 2011

No value is placed on movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Land and buildings are valued at cost, amended by the church hall being revalued in 2011 when the extension was completed. In 2014 the PCC sold 80 King Edward Avenue, Worthing for £249,950 and purchased 28 Cobden Road, Worthing at a cost of £225,000. Including the costs of purchasing the property, it has been valued in the accounts at £227,358.

Depreciation: where the residual value of a property is greater than the carrying value of the property, no depreciation of the building is required. Land is not depreciated, so the value of properties has not been split between land and buildings.

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Equipment is depreciated at 25% per annum on the straight line method.

Investments are valued at market value at 31st December.

**Grants payable without performance conditions**

These are recognised when it is more likely than not that the economic benefits associated with the grant will flow to the charity.

**Going Concern**

There are no material uncertainties that call into doubt the ability of the parish to continue as a going concern.

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2019
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	<b>4a</b>	112,396	2,274	21,097	135,767
Charitable Activities	<b>4b</b>	1,592	3,455	130,189	135,236
Other trading income	<b>4c</b>	8,763	0	0	8,763
Investments	<b>4d</b>	748	0	14	762
Other	<b>4e</b>	49	0	0	49
<b>Total</b>		<b>123,548</b>	<b>5,729</b>	<b>151,300</b>	<b>280,577</b>
<b>Expenditure on:</b>					
Raising funds	<b>5a</b>	0	0	0	0
Charitable Activities	<b>5b</b>	156,525	27,086	184,751	368,362
Other		0	0	0	0
<b>Total</b>		<b>156,525</b>	<b>27,086</b>	<b>184,751</b>	<b>368,362</b>
Net gains/(losses) on investments		943			943
<b>Net income/(expenditure)</b>		<b>(32,034)</b>	<b>(21,357)</b>	<b>(33,451)</b>	<b>(86,842)</b>
Transfers between funds		4,026	7,921	(11,947)	-
<b>Other recognised gains/(losses):</b>					
Gains/(losses) on revaluation of fixed assets					-
Other gains/(losses)					-
<b>Net movement in funds</b>		<b>(28,008)</b>	<b>(13,436)</b>	<b>(45,398)</b>	<b>(86,842)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		109,995	1,345,083	51,662	1,506,740
<b>Total funds carried forward</b>		<b>81,987</b>	<b>1,331,647</b>	<b>6,264</b>	<b>1,419,898</b>



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**4. INCOME**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>a) Donations and legacies</b>					
Planned giving	109,751	10	8,036	117,797	92,730
Collections at all services	2,607			2,607	12,319
Sundry donations and appeals	3,974	50	1,085	5,109	4,504
Income tax recoverable	19,658	2	2,048	21,708	18,360
Fund-raising events	213		977	1,190	235
Grants	2,284		1,321	3,605	7,619
Legacies	0			0	0
	<b>138,487</b>	<b>62</b>	<b>13,467</b>	<b>152,016</b>	<b>135,767</b>
<b>b) Charitable Activities</b>					
PreSchool fees and vouchers	0		10,929	10,929	127,137
Church hall lettings to church groups	20			20	100
Youth and other events		1,463	321	1,784	5,869
Smalls receipts		0		0	2,130
	<b>20</b>	<b>1,463</b>	<b>11,250</b>	<b>12,733</b>	<b>135,236</b>
<b>c) Other trading income</b>					
Lettings to outside parties	4,037			4,037	8,197
Parish magazine sales	109			109	154
Photocopying income	2			2	29
Fees from weddings etc	910			910	383
	<b>5,058</b>	<b>0</b>	<b>0</b>	<b>5,058</b>	<b>8,763</b>
<b>d) Investments</b>					
Dividends and interest	535	0	2	537	762
	<b>535</b>	<b>0</b>	<b>2</b>	<b>537</b>	<b>762</b>
<b>e) Other</b>					
Other Income	1,347			1,347	49
	<b>1,347</b>	<b>0</b>	<b>0</b>	<b>1,347</b>	<b>49</b>

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**5. EXPENDITURE**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>a) Costs of Generating Voluntary Income</b>					
Stewardship costs	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>b) Charitable Activities</b>					
<b>Church Activities</b>					
Mission giving and donations	1,175	13,550	0	14,725	22,522
Diocesan parish share contribution	74,035	0	0	74,035	71,883
Salaries - Church	16,603	0	22,743	39,346	42,282
Salaries - Preschool	0	0	16,981	16,981	125,053
Redundancy payments - Preschool	0	0	0	0	22,799
Clergy and staff expenses	2,303	0	209	2,512	4,521
Clergy and staff housing	6,754	0	0	6,754	10,236
Training	0	0	0	0	1,319
<b>Church expenses</b>					
Mission and evangelism costs	825	403	41	1,269	5,248
Church services, hall & grounds, insurance	17,983	40	86	18,109	14,412
Office, communications, finance, legal	11,659	0	0	11,659	15,248
Depreciation	6,068	0	0	6,068	4,135
Sunday School & Youth Group	0	0	1,096	1,096	1,414
Wildfires and Youth Events	0	0	0	0	1,695
Preschool activities	0	0	1,048	1,048	6,510
Church and hall utility bills	9,274	0	0	9,274	11,260
<b>Major capital expenditure</b>					
Major repairs to the church building	0	0	0	0	1,244
Major repairs to church hall/other property	4,834	0	0	4,834	3,435
New building work to church, hall, housing	0	0	0	0	3,146
	<b>151,513</b>	<b>13,993</b>	<b>42,204</b>	<b>207,710</b>	<b>368,362</b>
<b>c) Other Resources Expended</b>	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**6. STAFF COSTS AND NUMBERS**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Gross Wages and Salaries	50,864	153,728
Employer's National Insurance Costs	2,874	7,968
Pension Contributions	2,589	5,639
	<b>56,327</b>	<b>167,335</b>

Average number of employees who were engaged in each of the following activities:

	<b>2020</b>	<b>2019</b>
	<b>TOTAL</b>	<b>TOTAL</b>
Activities in furtherance of organisation's objects	3	10
Management and administration	1	2

There were five pre-school staff at the beginning of 2020 who were all made redundant in February 2020, and a pre-school administrator who was made redundant in March 2020. There was one Youth Missioner, one caretaker and one church Administrator throughout the year.

No employees received emoluments in excess of £60,000 (2019: None). Staff are paid through the PAYE system.

**7. COMMITMENTS**

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st December 2020: None

31st December 2019: None

**8. FIXED ASSETS**

**Tangible Fixed Assets**

		Church Hall	Freehold Land & Buildings	Equipment	Total
		£	£	£	£
Cost/valuation	01-Jan-20	1,075,000	227,358	16,543	1,318,901
Addition		0	0	7,726	7,726
Disposal		0	0	0	0
Cost at	31-Dec-20	<b>1,075,000</b>	<b>227,358</b>	<b>24,269</b>	<b>1,326,627</b>
Depreciation	01-Jan-20	0	0	8,851	8,851
Charge		0	0	6,068	6,068
Depreciation at	31-Dec-20	<b>0</b>	<b>0</b>	<b>14,919</b>	<b>14,919</b>
Net Book Value	31-Dec-20	<b>1,075,000</b>	<b>227,358</b>	<b>9,350</b>	<b>1,311,708</b>
Net Book Value	31-Dec-19	1,075,000	227,358	7,692	1,310,050

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**9. CASH AT BANK AND IN HAND**

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Total 31-Dec-20 £	Total 31-Dec-19 £
Current and Deposit accounts	30,986	34,614	793	66,393	151,707
Petty cash	59			59	298
	<b>31,045</b>	<b>34,614</b>	<b>793</b>	<b>66,452</b>	<b>152,005</b>

**10. INVESTMENTS**

	£
Market value 1 January 2020	5,981
Net gains/(losses) on revaluation	411
Market value at 31 December 2020	<b>6,392</b>

Investments comprise 312 units in the Central Board of Finance Investment Fund (Income). The value of this investment increased by £411 from £5,981 to £6,392. Interest received on the deposit account is received into the general (unrestricted) fund.

**11. DEBTORS AND PREPAYMENTS**

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Total 31-Dec-20 £	Total 31-Dec-19 £
Trade Debtors					
Gift Aid Recoverable	4,187		94	4,281	3,573
Prepayments			2,945	2,945	3,478
Other Debtors	1,793			1,793	0
	<b>5,980</b>	<b>0</b>	<b>3,039</b>	<b>9,019</b>	<b>7,051</b>

**12. CREDITORS ACCRUALS AND DEFERRED INCOME: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 31-Dec-20 £	Total 31-Dec-19 £
Trade Creditors				0	0
Accruals	4,446	4,250	585	9,281	45,273
Deferred Income			0	0	9,916
Other Creditors				0	0
	<b>4,446</b>	<b>4,250</b>	<b>585</b>	<b>9,281</b>	<b>55,189</b>



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**13. DESIGNATED FUNDS**

	Balance 01-Jan-20	Income	Expenditure	Transfers	Balance 31-Dec-20
	£	£	£	£	£
Catering Fund	1,415	0	40	-	1,375
Hall (including extension)	1,075,000	0	0	-	1,075,000
Tithe Fund	200	0	13,250	13,543	493
Vicar's Discretionary	2,077	50	300	-	1,827
28 Cobden Road	227,358	0	0	-	227,358
Joy Hammond Project	21,418	0	0	-	21,418
Matt's Comedy Club	3,804	587	334	-	4,057
Men's Group	375	888	69	-	1,194
	<u>1,331,647</u>	<u>1,525</u>	<u>13,993</u>	<u>13,543</u>	<u>1,332,722</u>

Comparative amounts for 2019:

	Balance 01-Jan-19	Income	Expenditure	Transfers	Balance 31-Dec-19
	£	£	£	£	£
Catering Fund	1,213	715	513	0	1,415
Hall (including extension)	1,075,000	0	0	0	1,075,000
Tithe Fund	5,900	0	16,900	11,200	200
Vicar's Discretionary	4,482	145	2,050	(500)	2,077
28 Cobden Road	227,358	0	0	0	227,358
Joy Hammond Project	21,418	0	0	0	21,418
Matt's Comedy Club	4,537	1,863	2,596	0	3,804
Men's Group	3	876	504	0	375
SM4LLs	1,000	2,130	143	(2,987)	0
28 Cobden Road Maintenance	4,172	0	4,380	208	0
	<u>1,345,083</u>	<u>5,729</u>	<u>27,086</u>	<u>7,921</u>	<u>1,331,647</u>

The catering fund is raised from meals which, from time to time, are served in the halls for members of the church and is used to reimburse expenses and to pay for kitchen equipment as it wears out. The PCC opt to keep it in a designated fund rather than taking it into unrestricted income.

The Hall and 28 Cobden Road funds hold the value of these respective properties. The 28 Cobden Road fund balance represents all the costs of purchasing the property, including solicitors fees, agents' fees, etc.

The Tithe fund receives ten percent of the donations to the General Fund. This tithe is distributed amongst missionary causes as determined by the PCC.

The Vicar's Discretionary fund is held for one-off needs within the parish which come to the attention of the staff during the course of their pastoral care. The fund is not actively promoted for gifts but any gifts given are held in a designated fund instead of being taken into the unrestricted funds of the parish.

The Joy Hammond Project Fund represents the proceeds of the sale of the late Joy Hammond's home, 37 King Edward Avenue, Worthing. The PCC designated these proceeds in 2010 as a fund for the upkeep of St Matthew's church building, in accordance with Joy Hammond's wishes.

Matt's Comedy Club is a club run by the church in local entertainment venues seeking to reach out to the community through family-friendly comedy.

Men's Group. This fund covers the costs of regular men's breakfasts and bookings for men's conferences.

SM4LLS (St. Matthew's for All) encompassed four groups (two Tots, Little Fish and Snaps), all aimed at pre-school children, and their families, meeting in the main church building on weekdays. From 2020 all activity of SM4LLs, now succeeded by Sparklers, is undertaken by the General Fund.

The 28 Cobden Road Maintenance fund related to maintenance on this property, owned by St Matthews and lived in by the youth worker and his family. This fund has been closed and all maintenance costs are charged to the General Fund in 2020.

**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**14. RESTRICTED FUNDS**

	Balance 01-Jan-20	Income	Expenditure	Transfers	Balance 31-Dec-20
	£	£	£	£	£
Church Youth Work	1,215	321	1,168	(368)	0
Flower Fund	-	-	25	25	-
Spiritual Trail	1,338	-	61	-	1,277
Pastoral	-	100	-	-	100
Missionary Fund	468	1,110	-	-	1,578
Youth Charity	292	-	-	-	292
Youth Worker	-	11,129	22,981	11,852	-
PreSchool	2,951	12,059	17,969	2,959	0
	<u>6,264</u>	<u>24,719</u>	<u>42,204</u>	<u>14,468</u>	<u>3,247</u>

Comparative amounts for 2019:	Balance 01-Jan-19	Income	Expenditure	Transfers	Balance 31-Dec-19
	£	£	£	£	£
Church Youth Work	1,309	2,396	2,490	-	1,215
Flower Fund	-	188	190	2	-
Spiritual Trail	1,376	-	38	-	1,338
Pastoral	-	946	1,446	500	-
Missionary Fund	622	2,818	2,972	-	468
Youth Charity	292	-	-	-	292
Youth Work Legacy Fund	12,848	-	-	(12,848)	-
Youth Worker	-	10,861	23,260	12,399	-
PreSchool	35,215	134,091	154,355	(12,000)	2,951
	<u>51,662</u>	<u>151,300</u>	<u>184,751</u>	<u>(11,947)</u>	<u>6,264</u>

The Church Youth Work fund is for all children's and youth work in the church.

The Flower fund is for flowers in church.

The Spiritual Trail Fund receives donations to spend on installing benches and art in the garden on the south side of the church.

The Missionary fund is for donations received for specific missions supported by the Parish.

The Youth Charity Fund is for major youth events (e.g. foreign trips).

The Youth legacy has contributed to the funding of youth work in the church for many years. The fund has now been used up and served its purpose, with the General Fund underwriting youth work from now on.

The Youth Worker fund (Youth Missioner fund) receives donations for the costs of employing the full time youth and children's worker. The full costs of employing the youth worker are charged to this fund and the balance of funding required has been transferred from the General Fund.

The PreSchool fund covered the running of a PreSchool serving the local area, managed by Governors appointed by the PCC. Most of the income came from the government Free Entitlement for 2, 3 & 4 year olds and we kept our charges very low for those not yet in receipt of funding or wanting more than 15 hours per week. The decision was taken by the PCC in November 2019 to close the Preschool at 14 February 2020. Upon closure of the Preschool fund the final deficit of £2,959 was covered by transfer from the General Fund.



**PAROCHIAL CHURCH OF ST MATTHEW'S WORTHING**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**15. TRANSFERS BETWEEN FUNDS**

	Unrestricted £	Designated £	Restricted £
<b>Operational transfers between funds:</b>			
Tithe from General Fund	(13,543)	13,543	
Transfer from General to YouthWorker Fund to cover salary	(11,852)		11,852
Transfer from Gen to clear PreSchool deficit on closing	(2,959)		2,959
Transfer balance of Church Youthwork fund, now covered by General	368		(368)
Flower Fund deficit transferred to General Fund	(25)		25
	<u>(28,011)</u>	<u>13,543</u>	<u>14,468</u>

Comparative amounts for 2019:	Unrestricted £	Designated £	Restricted £
PreSchool Rent paid to General Fund	12,000		(12,000)
Tithe from General Fund	(11,200)	11,200	
Transfer from Youth Legacy to fund Youth Worker salary			(12,399)
Receipt by YouthWorker Fund			12,399
Transfer balance of Youth Legacy Fund to General Fund	449		(449)
Smalls Fund donation of surplus to General Fund	2,987	(2,987)	
28 Cobden Road Maintenance Fund deficit covered by General Fund	(208)	208	
Pastoral Fund deficit transferred to Vicar's Discretionary Fund		(500)	500
Flower Fund deficit transferred to General Fund	(2)		2
	<u>4,026</u>	<u>7,921</u>	<u>(11,947)</u>

**16. PAYMENTS TO PCC MEMBERS AND CONNECTED PARTIES**

	2020	2019
Number of elected members who were paid a wage	0	0
Total amount paid	<u>£ 0</u>	<u>0</u>

The Parish supports the work of Charlie & Sandra Dick with AWM-Pioneers. Payments are funded partly by restricted donations to the Missionary Fund and partly from the tithe of donations to the General Fund. The payments in 2020 comprise £489 from donations received in 2019, and £2,500 from the 2020 tithe of General Fund donations. This is a longstanding commitment of the PCC, predating Charlie joining the PCC in April 2017. Charlie took no part in the PCC decision to maintain this commitment in 2020.

Peter Parish's wife Mary Parish is a trustee of Acorn Pregnancy Counselling Centre. The Parish supports Acorn from our tithe of General donations. The amounts granted were: £500 in 2020 (from the 2020 tithe) and £1,000 in 2019 (£500 from the 2018 tithe and £500 from the 2019 tithe).

Apart from the normal reimbursement of ministry expenses to staff members and PCC members, no other amounts were paid to PCC members, or related parties, in 2020 (nil in 2019).