

**THE PARISH OF ST MARY'S SLAUGHAM AND**  
**ST MARK'S STAPLEFIELD COMMON**

**End of Year Financial Statements**

**Year ending 31<sup>st</sup> December 2024**

# **TRUSTEES' ANNUAL REPORT**

**The Parochial Church Council of the Ecclesiastical Parish of St Mary's  
Slaugham and St Mark's Staplefield Common**

registered charity number 1134786

**for the year ended 31<sup>st</sup> December 2024**

## **AIMS AND PURPOSES**

Slaugham & Staplefield Parochial Church Council has the responsibility of co-operating with the Rector to promote the whole mission of the church (pastoral, evangelistic, social and ecumenical) within the ecclesiastical parish, comprising the villages of Handcross, Pease Pottage, Slaugham, Staplefield and Warninglid.

The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve and include the different people who live within our parish.

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

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

- worship and prayer, learning about the Gospel, and developing their knowledge of, and trust in, Jesus.
- provision of pastoral care for people living in the parish.
- outreach.
- missionary support.

To facilitate this work, it is important that we maintain the fabric of our three church buildings, St Mary's Slaugham, St Mark's Staplefield and All Saints Handcross.

As a united parish there are times when we jointly worship together and plan together so that maximum benefit can be derived for both the whole parish.

## **Objectives for 2025**

As we continue to develop the work of the wider parish and see encouraging signs of growth we are reflecting a great deal around the theme of welcome. What does it mean for each of

our churches and activities run by them, to be creating safe and welcoming places for worship, discipleship, fellowship and encounters with the risen Jesus. Our three main priorities of the year are

1. To understand what 'Welcome home' means for each of our individual contexts
2. To develop and strengthen the links with Warninglid residents and businesses
3. To grow in generosity

We also have the privilege of becoming a training parish and will be welcoming a curate in July 2025!

## **Attendance at worship**

Our average attendance is between 90 and 110 each week across the Parish, which comprises people of all ages. Whilst there has been a slight decrease at St Mary's, we have seen and are seeing signs of growth across the parish as a whole. With two new regular congregations that previously didn't exist it is great to be able to offer a variety of services through the month and to have more local expressions of church for many people.

## **Developing and supporting believers, both established and new**

There has been a specific focus on discipleship in the past year, especially of those who have been recently baptised. A number of small discipleship groups and one-to-ones have been happening across the parish and most notably in Pease Pottage.

Prayer remains a central part of all we do across the parish. We have continued our monthly prayer gatherings and have plans to develop these further and offer more opportunities for people to pray together for the needs of the parish, the schools and wider world issues.

We conducted eight weddings, twenty-three baptisms (15 children & 8 adults), and twenty-three funerals (including ashes interments) in 2024.

The joint choir of St. Mary's and St. Mark's Staplefield and musicians were able to participate at services held for Harvest, Remembrance and Christmas, including at our annual carol services and crib service on Christmas Eve. All of our Christmas events, held in all 5 villages, were very well attended and supported, and the engagement with schools was higher than previous years with more services and Handcross Primary having their carol service in St Mary's for the first time in over 10 years.

## **Evangelism and outreach**

The Handcross Community Pantry has been renamed to the 'West Weald Community Pantry' and remains our main and most thriving activity for mission, supporting local families with food supplies, and building community through the Saturday morning café. There has also been an increased focus on reducing food waste which has led to us seeing a different group of people.

The All Saints congregation has become more established with regular Sunday morning services now taking place. We have also developed the work in Pease Pottage and now have monthly worship gathering established in the Hub as well as having a weekly discipleship group for the children involved in those services.

The Rector continues to be heavily involved in all our schools and we have seen a number of children at St Mark's coming to faith.

## **Provision of the church buildings**

We are blessed with having three church buildings in the parish. St Mary's in Slaugham would normally be used regularly for most of our church services as well as other activities and groups. All Saints in Handcross is good and centrally placed, and has become much more utilised in the past year, it is especially encouraging to see regular Sunday services taking place there. St Mark's is used regularly for Tuesday and Sunday worship and has been used for other prayer events for school and church. We want our church buildings to be used by the wider community as well as for church services, and we welcome groups meeting there; we seek to see St Mary's used more for quiet days and retreats, and it has also been used more by local Slaugham residents for events.

The Creative Expressions art group continues to meet at St Mary's on Fridays.

We are pleased when people enjoy the church building, be they worshippers or visitors, and our visitor book regularly has entries which reflect our care of the church for the enjoyment of all.

## **Future developments for the church buildings and properties**

We continue with the plans to install a toilet at St Mark's, new designs have been created and a faculty application has been made with the plan to be starting work in Spring 2025, and we are re-opening discussions about the access at All Saints.

## **Care for others – pastoral care, tangible support, charitable giving – within the parish and beyond**

Pastoral care takes place through visiting, whether people are at home, in hospital or in a nursing home. The Rector visits when possible but there are a number of people involved in visiting. We also continue to be able to hold our regular visits to the Belle Vue nursing home in Warninglid.

There has also been support of the wider community. Our Parish Hardship Fund was used to help a number of people who had been struggling financially.

Helen Arnold has been regularly phoning the older members of our community through her role on the Rosemary Club, and has been informing the Rector of any needs or concerns and Sarah Grose has been making the Rector aware of others who need visits.

## **FINANCIAL REVIEW OF 2024**

This year was the second year of the new Parish, and we are still learning the complexities of that from a financial management point of view. We also had a change of treasurer within 2024 and so there are some things that are affected by the handover process. There are still separate bank accounts for the churches of St Mark's and St Mary's with All Saints, though the Parish Share is now paid for the entire parish as one whole. Sensitivity has to be applied when people make gifts expressly for the benefit of one or other churches and this has to be respected.

### **Income**

Total income from donations and legacies for 2024 was £153,481 which was slightly up on 2023. This was due to some new givers and some significant gift days towards the work of All Saints. The Parish Share now paid to the Diocese for the Parish of St Mark's and St Mary's and we paid 80% of our share with a view to increase that by 5% each year, following consultation between the Diocese and the Rector, which was paid in 12 monthly instalments as usual. This money pays for clergy salaries, pensions, housing costs, training and also a contribution towards the Church of England at a national level. It also helps churches less able to pay for themselves within the Diocese.

### **Staff Posts**

We currently have three part-time employees: Fae Widdowson as Parish Administrator, Paul Hollinshead as Digital Communications Outreach Worker and Phil Hawksley as Lay Apostolic Worker for All Saints. We remain incredibly grateful for the work of our amazing staff and will be reviewing their pay in 2025.

A number of members of the PCC also receive payments throughout the year for expenditure incurred in the running of the church, especially the wardens responsible for church supplies such as palm crosses and candles. Barbara Butfoy has continued, as in previous years, to be pivotal in obtaining supplies for the Pantry. We now have a separate Pantry bank account into which donations can be made. Barbara has a debit card to make purchases.

### **Churchyard Maintenance**

Matt Sugrue, continues to maintain the church yard really well as is a real asset to the church and those who visit the churchyard

### **Church Maintenance**

The usual expenditure was required on annual inspections of electrical and safety systems.

The new heating regime appears to be satisfactory, whereby the underfloor heating is switched on only for the main Sunday services, funerals, etc. Whilst the church is not as

warm as it used to be, the congregation has adapted well. There are fleece blankets available for those who need them, and the heating costs are manageable. The increased usage of All Saints has resulted in an increase in electricity bills in that church.

### **Mission Giving**

Ignoring income to restricted funds and wedding and funeral fees collected on behalf of the diocese, our Mission giving was about 11% of income. This includes donations to the Pantry, as well as giving to those we regularly support and organisations that we support on an annual basis.

### **Reserves Policy**

It is the policy of the PCC to maintain 2 months' worth of expenditure in unrestricted funds.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

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

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods, and a maximum of twelve members of the churches, who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

The full PCC met regularly during the year, as did the St Mark's subcommittee.

The PCC Standing Committees (comprising rector, curate, two churchwardens, treasurer and one assistant warden) are able to transact the business of the PCC between meetings, subject to any directions given by the council. There are two unelected assistant churchwardens at St Mary's who help greatly.

The Mission Partnership Committee advises the PCC on funding and support issues relating to people and organisations. The church understands the correlation between mission and evangelism, and gives away at least a tenth of its disposable voluntary income.

The Ministry Support Team (comprising Rector, churchwardens, All Saints Missional Community Leaders, Catering Outreach Manager, Digital Outreach Worker, Administrator, Mentoring Co-ordinator) meet on a weekly basis to pray and share ideas and vision, and they also communicate regularly on WhatsApp.

During the year the following people served as members of the Parochial Church Council.

Rev. Carl Smith (Chair)	Mr Frank Moss
Ms Jane Moss	Mr Colin Tomlinson
Ms Elizabeth Cox	Miss Barbara Butfoy
Mr Michael Howard	Mrs Jan Elliott
Mr Philip Hawksley	Mr. Rick Grose
Ms Rosemary Gregory	Miss Anna Sesemann
Mrs Lizzie Reynolds	Mr. Jon Rotheray
Mrs Shana Fleming	Mrs Alison Coley
Mrs Helen Arnold	

This report was approved by the Trustees on

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and signed on their behalf by:

Colin Tomlinson  
Churchwarden

Helen Arnold  
Churchwarden

## Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Receipts</b>						
Donations and legacies	122,354	338	30,789	-	153,481	135,833
Investments	7,557	-	-	-	7,557	5,576
Other income	-	-	-	-	-	324,528
Income from charitable activities	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-
<b>Total Receipts</b>	<b>129,912</b>	<b>338</b>	<b>30,789</b>	<b>-</b>	<b>161,039</b>	<b>465,936</b>
<b>Payments</b>						
Expenditure on charitable activities	151,236	1,590	25,639	-	178,466	135,808
Raising funds	-	-	-	-	-	-
Other expenditure	-	-	-	-	-	-
<b>Total Payments</b>	<b>151,236</b>	<b>1,590</b>	<b>25,639</b>	<b>-</b>	<b>178,466</b>	<b>135,808</b>
<b>Excess of receipts over payments before transfer</b>	<b>(21,325)</b>	<b>(1,252)</b>	<b>5,150</b>	<b>-</b>	<b>(17,427)</b>	<b>330,128</b>
<b>Transfers:</b>						
Gross transfers between funds - in	-	-	-	-	-	-
Gross transfers between funds - out	-	-	-	-	-	-
Excess of receipts over payments before other gains	(21,325)	(1,252)	5,150	-	(17,427)	330,128
<b>Net movement in funds</b>	<b>(21,325)</b>	<b>(1,252)</b>	<b>5,150</b>	<b>3,321</b>	<b>(14,106)</b>	<b>338,478</b>
<b>Reconciliation of funds</b>						
<b>Excess of receipts over payments at beginning of the year</b>	<b>48,883</b>	<b>37,497</b>	<b>128,747</b>	<b>123,351</b>	<b>338,478</b>	<b>-</b>
<b>Excess of receipts over payments for the year</b>	<b>27,558</b>	<b>36,245</b>	<b>133,897</b>	<b>126,672</b>	<b>324,372</b>	<b>338,478</b>



## Balance Sheet (Summary)

	As at 31/12/2024	As at 31/12/2023
<b>Fixed assets</b>		
Investments	126,672	123,351
	<b>126,672</b>	<b>123,351</b>
<b>Current assets</b>		
Cash At Bank And In Hand	197,700	215,127
	<b>197,700</b>	<b>215,127</b>
<b>Liabilities</b>		
	-	-
<b>Net current assets less current liabilities</b>	<b>197,700</b>	<b>215,127</b>
<b>Total assets less current liabilities</b>	<b>324,372</b>	<b>338,478</b>
<b>Liabilities</b>		
	-	-
<b>Total net assets less liabilities</b>	<b>324,372</b>	<b>338,478</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	27,558	48,883
<b>Designated</b>		
Designated - All Building Projects Fund	700	700
Designated - Hardship Fund	38	450
Designated - May Ball 2019	28,391	28,391
Designated - St Marks Toilet Fundraising	7,116	7,956
<b>Restricted</b>		
Restricted - All Saints Re-Ordering	83,867	83,867
Restricted - Carpet Fund	1,736	1,320
Restricted - Church And Churchyard Repair	30,149	30,149
Restricted - Heating Costs	1,000	1,000
Restricted - Leaving Gift	285	285

Restricted - Parish Ministry By Avril Or Phil	5,440	1,236
Restricted - Parish Relief Fund	890	890
Restricted - StM Toilet	10,480	10,000
Restricted - Teacher Fund	50	-
<b>Endowment</b>		
Endowment - Gibson-Warren	29,450	28,587
Endowment - Mission Sale	40,803	39,607
Endowment - Sunday School	11,515	11,257
Endowment - Warren Endowment	44,904	43,899
<b>Fund Totals</b>	<b>324,372</b>	<b>338,478</b>

## Statement of Assets and Liabilities (by fund)

		Balance	Previous balance
<hr/>			
<b>Investments</b>			
<b>0010: Warren Endowment</b>			
Warren Endowment	Endowment	44,904	43,899
		<hr/>	<hr/>
		44,904	43,899
<b>0011: Sunday School Fund</b>			
Sunday School	Endowment	11,515	11,257
		<hr/>	<hr/>
		11,515	11,257
<b>0012: Sale Mission Room</b>			
Mission Sale	Endowment	40,803	39,607
		<hr/>	<hr/>
		40,803	39,607
<b>0013: Gibson-Warren</b>			
Gibson-Warren	Endowment	29,450	28,587
		<hr/>	<hr/>
		29,450	28,587
	<b>Investments</b>	<hr/>	<hr/>
		126,672	123,351
<b>Cash At Bank And In Hand</b>			
<b>2000: HSBC Current account</b>			
General Fund	Unrestricted	4,248	15,594
Hardship Fund	Designated	(412)	-
Parish Relief Fund	Restricted	890	890
St Marks Toilet Fundraising	Designated	(840)	-
StM Toilet	Restricted	480	-
Teacher Fund	Restricted	50	-
Parish Ministry By Avril Or Phil	Restricted	5,440	1,236
Carpet Fund	Restricted	1,736	1,320
		<hr/>	<hr/>
		11,592	19,039
<b>2001: Pantry Account</b>			
General Fund	Unrestricted	1,143	885
		<hr/>	<hr/>
		1,143	885
<b>2002: HSBC Saving account</b>			
General Fund	Unrestricted	9,807	9,210

All Saints Re-Ordering	Restricted	21,291	21,291
		<hr/>	<hr/>
		31,098	30,501
<b>2003: CCLA CBF Deposit</b>			
All Saints Re-Ordering	Restricted	62,576	62,576
		<hr/>	<hr/>
		62,576	62,576
<b>2004: Barclays</b>			
All Building Projects Fund	Designated	700	700
Church And Churchyard Repair	Restricted	416	416
General Fund	Unrestricted	9,766	22,228
Hardship Fund	Designated	450	450
Heating Costs	Restricted	1,000	1,000
Leaving Gift	Restricted	285	285
May Ball 2019	Designated	28,391	28,391
St Marks Toilet Fundraising	Designated	7,956	7,956
StM Toilet	Restricted	10,000	10,000
		<hr/>	<hr/>
		58,964	71,426
<b>2005: CCLA CBF Deposit (St M)</b>			
Church And Churchyard Repair	Restricted	29,733	29,733
General Fund	Unrestricted	2,581	953
		<hr/>	<hr/>
		32,314	30,686
<b>2006: Petty cash</b>			
General Fund	Unrestricted	13	13
		<hr/>	<hr/>
		13	13
<b>Cash At Bank And In Hand</b>		<hr/>	<hr/>
		197,700	215,127
<b>Grand Total</b>		<hr/>	<hr/>
		<b>324,372</b>	<b>338,478</b>
		<hr/>	<hr/>



**Relief**

Restricted	890	-	-	-	-	-	890
<b>Sub-totals</b>	<b>890</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>890</b>

**StM Toilet**

Designated	7,956	-	840	-	-	-	7,116
<b>Sub-totals</b>	<b>7,956</b>	<b>-</b>	<b>840</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,116</b>

**StM Toilet res**

Restricted	10,000	480	-	-	-	-	10,480
<b>Sub-totals</b>	<b>10,000</b>	<b>480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,480</b>

**Teacher**

Restricted	-	50	-	-	-	-	50
<b>Sub-totals</b>	<b>-</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50</b>

**ParMin**

Restricted	1,236	28,963	24,759	-	-	-	5,440
<b>Sub-totals</b>	<b>1,236</b>	<b>28,963</b>	<b>24,759</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,440</b>

**AllSaint**

Restricted	83,867	-	-	-	-	-	83,867
<b>Sub-totals</b>	<b>83,867</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>83,867</b>

**Warren**

Endowment	43,899	-	-	-	-	1,005	44,904
<b>Sub-totals</b>	<b>43,899</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,005</b>	<b>44,904</b>

**Sunday**

Endowment	11,257	-	-	-	-	258	11,515
<b>Sub-totals</b>	<b>11,257</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>258</b>	<b>11,515</b>

**Mission**

Endowment	39,607	-	-	-	-	1,196	40,803
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<b>Sub-totals</b>	<b>39,607</b>	-	-	-	-	<b>1,196</b>	<b>40,803</b>
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**Gibson**

Endowment	28,587	-	-	-	-	863	29,450
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<b>Sub-totals</b>	<b>28,587</b>	-	-	-	-	<b>863</b>	<b>29,450</b>
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**Carpet**

Restricted	1,320	416	-	-	-	-	1,736
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<b>Sub-totals</b>	<b>1,320</b>	<b>416</b>	-	-	-	-	<b>1,736</b>
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<b>Totals</b>	<b>338,478</b>	<b>161,039</b>	<b>178,466</b>	-	-	<b>3,321</b>	<b>324,372</b>
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## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE UNITED BENEFICE OF ST MARY'S SLAUGHAM AND ST MARK'S STAPLEFIELD COMMON (Registered charity no 1134786)**

I report to the charity trustees on my examination of the accounts of the United Benefice Of St Mary's Slaugham And St Mark's Staplefield Common, for the year ended 31 December 2024.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

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

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

### **INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 Act; or
2. the accounts do not accord with those records.

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.

**Sarah E Bestley BSC ACA**

Date

### **CARTER NICHOLLS LIMITED**

Chartered Accountants

Victoria House

Stanbridge Park

Staplefield Lane

Staplefield

West Sussex

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