

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Thomas à Becket's Church, Pagham

St Thomas à Becket's Church, Church Lane, Pagham, PO21 4NU

Registered Charity no. 1134842

For the year ended 31st December 2022

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Website: www.paghamchurch.org

Incumbent: The Reverend Lucy Sullivan
19 Willowhale Avenue, Aldwick, Bognor Regis, PO21 4AU

Independent
examiner: Mr David Poole
Poole Accounting Services Ltd, 98 London Road, Bognor Regis
PO21 1DD

Bankers: Barclays Bank
High Street , Bognor Regis, PO21 1RL

St Thomas à Becket's Church, Pagham

Trustees Annual Report for 2022

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the Priest-in Charge, the Revd Lucy Sullivan, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical.
- To know Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay;
- Providing financial support those in need and, to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our Priest-in-Charge and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

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

For this year we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament
- Offering worship and prayer, learning about the Gospel, in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Providing assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through provision of the village fete and offering food and fun at Harvest
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities. There are 232 people on the electoral roll, 91 of whom are not resident in the parish.

The average regular weekly attendance, counted during October was 84 adults and 25 children.

We have returned to our usual pattern of worship endeavouring to offer a range of services throughout the week and over the course of the year, which we hope the community will find both beneficial and spiritually fulfilling.

A Parish Eucharist is held every Sunday morning using the Common Worship Liturgy. On the first and third Sundays of the month an additional Sunday morning service is offered using the Book of Common Prayer. On the first Sunday of the month the Parish Eucharist has a particular family focus - family being defined as including all generations, and on the third Sunday of the month Sunday School is available for our young people. There is a

'I really love coming to 'Tuesday@7' – it's really fun. I like being asked to help with the welcoming, serving and reading. We learn such a lot. Thank you. H.K

mid-week Holy Communion Service following the Book of Common Prayer and on a Tuesday we have continued to offer 'Tuesday@7' worship. This is a service open to all, but which has been tailored to the needs of our young families and is more informal than our other services, this service follows the Common Worship Liturgy. The young people take an active role in all aspects of the worship and there is usually an inter-active teaching session calling for their active and enthusiastic involvement, and it has been a pleasure to see how keen they are to volunteer to be involved. This service has proved to be very popular and it has been very encouraging to see new families join us. Morning and Evening Prayer are also offered on a regular basis, with some of these services being available to access via Zoom as well as in church.

Teaching, baptising and nurturing new and existing believers

We learnt during the pandemic the importance and benefits of maintaining regular contact with church members in order to ensure that they were still able to fully participate in church life, albeit for some, at a distance. Weekly email communication has continued to the vast majority of the church family (all those for whom we hold specific consent to contact via this method) providing information, and to give guidance on where and how to find services and spiritual support. All the information has also been made readily available on our website. We have endeavoured to ensure that those without access to email or the website are kept informed either by telephone, word of mouth or by providing printed information which is delivered to them. We also make use of Social media to spread information to a wider audience. We have continued to encourage and support members of the church family to become more involved with various aspects of worship, such as reading the lessons and writing and leading the intercessions. Our young people attending the Tuesday@7 service have enthusiastically and willingly engaged in all aspects of the service, volunteering to welcome, read and serve.

It has long been our practice to encourage the members of the church family to participate in teaching groups such as the Lent courses. During Lent we participated in the Diocesan Lent Course, joining with others from our neighbouring parish to further explore our faith.

We also participated in the Diocesan 'Great is thy Faithfulness' programme, which was designed to encourage us to look at collaborative ministry and growth in the church - growth in knowledge, understanding, discipleship, faith, involvement and numbers.

During the year we also offered the opportunity for a course on meditation.

Through baptism we celebrate God's gift of life and faith; in marriage, public vows are exchanged with God's blessing; and through funeral services friends and family express their grief, and give thanks for the life which is now complete in this world, and to commend the loved one to God's keeping. The on-going pandemic caused some disruption but we were able to celebrate 19 baptisms and 4 weddings. 6 candidates were confirmed and 9 of our young people were admitted to communion before confirmation. 18 funerals were held in church and there were 12 services for the Burial of Ashes in the churchyard. Our church continues to be appreciated by our parishioners and many from further afield, as a space where life events are celebrated with joy and thanksgiving. In addition to funerals held in church for members of our parish, our clergy have officiated at services at the crematorium. The bereaved are visited by the clergy prior to funerals to offer assistance and support, and follow-up contacts are made as necessary to offer further support and assistance.

An Annual memorial Service is held with personal invitations delivered to all in the parish who have been bereaved in the previous year and with whom the church has had contact through funerals. It is an opportunity to come together to remember loved ones and celebrate their lives. The service is always well attended and is much appreciated

Provision of the church building for people to enjoy

It is important to us that the church is available to all whenever possible, and our usual practice is to

"I am so grateful that you keep the church open during the day - it is such a blessing to find such a beautiful place to enjoy the peace and tranquillity,

R R

have the church open between 10:00 and 16:00 daily, giving the opportunity for private prayer and meditation, or to allow visitors the opportunity to enjoy the peace and beauty of the building. It is clear that the church being open is welcomed, as can be seen from the many appreciative

comments in the Visitors' Book. Many remark not only how refreshing it is to find an open church but, also the sense of peacefulness and spirituality the church offers. Information leaflets, in a number of languages, are available in the church explaining the history of the church and its place in the community.

The Church Centre

The Church Centre is available for hire by all members of the community for activities, events and parties. During the year the local Playgroup which had been using the building for decades ceased to operate. We are seeking to work with a new organisation to enable them to make use of the building on a regular basis. Uniformed organisations and other community groups use the hall on a regular basis, and we are now using it as a venue for a monthly Tea and Chat afternoon which is open to all in the community.

"It's good to have somewhere to meet up with friends, old and new, for a chat and a cup of tea on a regular basis. The cakes are always very good."

Mrs E....

Provision of pastoral care for people living in the parish

As a result of the pandemic we saw a growth of informal pastoral care within the parish, with large numbers of individuals from the church family maintaining contact with individuals both from the church family and from the wider community, trying to ensure that no-one became isolated, and this has continued. More formal pastoral care has been maintained by our clergy team.

Provision of tangible support to the poor and needy

As a church we have actively supported our local Food Bank for many years, with a collection point located within the church and an up-to-date list of items that are most needed. Our weekly email communication to all our church family carries an up-to-date list of the most needed items. Members of the church family and the wider community regularly make donations, which are then taken to the Food Bank for distribution to those in need. All items collected at our Harvest Celebration were donated to the Food Bank.

The church has for many years been active in its support of 'Link to Hope', a charity that works with those in need in eastern European countries. Boxes of goods are collected in church, transported to a distribution hub, and then sent out for distribution just before Christmas. Our 'Knit and Natter' group also supports this charity supplying large numbers of knitted blankets, hats, gloves and scarves

Other charitable giving

Helping those in need is an expression of our faith, and charitable giving remains an important part of the life at St Thomas a Becket's. The PCC has a policy of donating, when circumstances allow it, 5% of its unrestricted income to charitable causes both at home and abroad, with charities nominated

"We know that we can always depend on you for donations of food and other much needed items, and we are grateful that you have organised a regular drop off of your donations."

Food Bank Manager

annually. With reduced income and the necessity of using some reserves to meet our day-to-day expenses, it was not possible to meet this commitment in 2022, although we were able to give donations to the two local church schools which we support and to donate the Christmas collections to charity. The church family has continued to support Christian Aid and The Children's Society.

Repairs to the fabric of the church

No major repairs have been required during 2022

Early in the year a small number of roof tiles on the north aisle were damaged when part of the weather vane fell from the spire during a severe storm. The damage was repaired.

During the year it became necessary to replace the lighting unit for the Millennium Text, which is installed at the rear of the church. The costs of the repairs were donated by the Men's Group.

We have continued to follow our annual maintenance programme ensuring all checks and servicing has been carried out.

Financial Review

Incoming and outgoing resources

The total receipts on general unrestricted funds received were £70,699 and are detailed in the Financial Report.

This is a slight improvement on last year, for which we are very grateful

The planned giving through envelopes and banker's orders and the Parish Giving Scheme has decreased slightly due to the loss of one or two very generous supporters, but it is good to see that good use is being made of gift aid, wherever possible. The introduction of Pay Station in church has resulted in increased giving from visitors to the church, and has enabled those who no longer carry cash to give a donation. Donations from visitors through the wall safe have been sustained. The PCC was very grateful for the sustained level of donations throughout the year, which has helped to ease the financial situation..

The PCC was grateful to receive a restricted legacy of £57,954 to be used for particular purposes in the churchyard. The donor wished this to remain anonymous. We also received an unrestricted further legacy of £500.

A £50,000 interest free Archdeacon's loan was obtained in 2019 to assist with funding the roof repairs, and is due to be paid back in full by 2024. £35,000 was repaid in 2021. It was not possible to make a repayment in 2022, but it is hoped to clear the debt in 2023.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £55,000 paid to the diocese for our share of all churches' Parish Ministry Costs. As this parish is sharing a minister with our neighbouring parish the Diocese has issued a credit which equates to half the stipend. It was suggested that we should aim to contribute £52,824. However, in response to the request from the Diocese for each parish to consider generous giving in order to support parishes in need of financial support, the PCC took the decision to increase the pledge to £55,000. We have paid our full ministry costs.

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

Staff costs

We have been unable to appoint an organist to play at our services, and have been reliant on the services of volunteer musicians, which have therefore incurred no costs.

Trustee payments and expenses

The PCC also supported the clergy by paying Council Tax, Water and environmental charges for the Vicarage. These costs are split equally between the two parishes that our priest-in-charge has responsibility for and amount to £1486 for this parish. We also pay towards travel, hospitality, telephone, postage and broadband amounting to £888.

There were no payments to persons related to or connected to the trustees. .

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately two months' worth of unrestricted payments as contingency against unforeseen situations.

It is PCC policy to invest temporarily surplus general funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills.

We are holding on deposit £15,000 to cover the remaining portion of the Archdeacon's loan.

It is PCC policy to designate the net income from the church boxes and wall safe, which can be largely attributed to visitors to the church, for general use, unless the PCC identify a specific purpose for this money..

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor.

Management of risks and their mitigation

The PCC has an ongoing task of reviewing the major risks which impact on the work of the church in the parish. The usual PAT testing and fire extinguisher and lightning conductor checks have been carried out.

The PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings and it's stained glass.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors and one main regular hall hirer.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.
- Continuing uncertainties relating to this and our neighbouring parish, both being served by our Priest-in-charge, and how the very busy workload can be managed.

The PCC seeks to manage these risks and uncertainties by regular reviews. The Mission Action Plan is reviewed regularly. The PCC aims to maintain our properties to a high standard and carries out the priority items of a quinquennial review in a timely manner. The last Quinquennial inspection was carried out in 2021 and identified no major areas of concern.

For many years there has been a programme which emphasises God's generosity to us, and the need for the church family to respond to that generosity in their own giving through time, talents and financial support.

Future Uncertainties

- The huge increases in the cost of living throughout 2022, and which it would seem are likely to continue into 2023, have caused everyone to really look at their financial situation. We are dependent on financial support from our church family and are aware that we may well see a reduction of income as individuals assess the level of support they are able to give.
- The increases in gas and electricity prices have had a huge impact on our expenditure. The uncertainty of the level of future price increases is a cause for concern.
- Part way through 2022 the Playgroup, which had been using the Church Centre for decades, ceased to operate, resulting in a large loss of regular income. Although it is hoped to find a new user to fill the gap, this is by no means certain.

Structure, governance and management of the charity

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

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

Ex Officio members

Incumbent:	The Revd Lucy Sullivan	Chairman
Wardens:	Mr Alex Brockhurst	
	Mr Michael Wake	Vice Chairman

Elected Members

Mrs Jan Brockhurst	Parish Safeguarding Officer
Mrs Christine Buckenham	
Miss Allyssia Congdon	(until May 2022)
Mr Stephen Cox-Rusbridge	
Mrs Jenny Ellis	(until May 2022)
Mrs Maureen Hatzfeld	PCC Treasurer
Mr Graham Jones	(until May 2022)
Mrs Trudi Kearsley	PCC Treasurer
Mr William Mitchell	(from May 2022)
Mrs Sue O'Neill	
Mrs Margaret Sherwood	
Mr David Smith	
Mr Simon Tooley	(until May 2022)

Deanery Synod

Mrs Maureen Hatzfeld
Mrs Trudi Kearsley
Mrs Linda Tempest

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and members of the church 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.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Lucy Sullivan, PCC Chairman

19/06/23
.....
Sullivan
.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Thomas à Becket's Church, Pagham

St Thomas à Becket's Church, Church lane, Pagham, PO21 4NU

Registered Charity no. 1134842

For the year ended 31st December 2022

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St Thomas à Becket's Church, Pagham registered charity number 1134842

Summary of Financial Receipts and Payments

The financial effect of our activities during the year can be summarised as follows

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>			<i>All Funds 2022</i>	<i>All Funds 2021</i>	
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	59,080	-	60,790	-	119,870	77,920	
Charitable activities	4,366	-	-	-	4,366	4,867	
Other trading activities	6,376	-	7,140	-	13,516	7,857	
Investments	847	-	-	-	847	77	
Other receipts	-	-	-	-	-	1000	-
Total received	70,669	-	67,930	-	138,599	91,721	3
Expenditure on:							
	-	-	-	-	-	-	
Charitable costs	74,913	-	521	-	75,434	86,642	
Trading costs	673	-	8,681	-	9,354	5,199	
Other payments	-	-	-	-	-	15	
Archdeacon loan repayment						35,000	11
Total paid	75,586	-	9,202	-	84,788	126,856	5
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	(4,917)	-	58,728	-	53,251	(35,135)	
Disbursement control	(1,000)		-	-	(1,000)	1,369	-
Net movement in funds	(5,917)	-	58,634	-	53,811	(33,766)	
Bank accounts at 1 January	17,252	14,005	12,162	-	43,419	77,193	
Bank accounts at 31 December	10,094	72,791	13,345	-	96,230	43,427	A & L

St Thomas à Becket's Church, Pagham, registered charity number 1134842

Statement of Assets and Liabilities

Our financial position at the year-end was

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Barclays Current Account	1,213				1,213	1,834	
Barclays Church Centre			6,881		6,881	6,681	
Barclays A/S 1 Deposit	8,865				8,865	15,862	
Barclays A/S 2 Friends			5,422		5,422	4,483	
Barclays Frozen	16				16	16	
CCLA 1		58,608			58,608	4,732	
CCLA 2		14,183			14,183	9,273	
CCLA Church Centre			763		763	752	
Total bank accounts	10,094	72,791	13,066	-	95,951	43,173	
Sunday School			120		120	120	
Coffee Fund			193		193	115	
Flower Fund			66		66	11	
Other Monetary Assets	-	-	279	-	279	246	
Total Assets	10,094	72,791	13,345	-	96,230	43,419	
Liabilities							
Archdeacons Loan			15,000		15,000	15,000	11
Disbursement contro	(1000)				(1,000)	1,369 -	
						-	
	(1,000)	-	15,000	-	14,000	16,369	

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

Lucy Sullivan
 Date 3rd May 2023

St Thomas à Becket's Church, Pagham registered charity number 1134842

Notes to the Financial Report

3 Analysis of total received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	34,770	-	-	-	34,770	36,315	
Plate Collections	4,166	-	521	-	4,687	4,014	
Donations	9,610	-	2,315	-	11,925	13,525	8
Legacies	500	-	57,954	-	58,454	-	9
Gift Aid recovered	10,034	-	-	-	10,034	11,299	
Grants	-	-	-	-	-	12,767	4
Donations and legacies	59,080	-	60,790	-	119,870	77,920	
Fees for weddings & funerals	4,366	-	-	-	4,366	4,867	
Charitable activities	4,366	-	-	-	4,366	4,867	
Fundraising activities	6,376	-	-	-	6,376	1,976	
Friends Fundraising activities		-	883	-	883	188	
Coffee Club		-	150	-	150	-	
Hall hiring fees		-	5,758	-	5,758	5,693	
Other trading activities	6,376	-	7,140	-	13,516	7,857	
Bank & CBF deposit interest	847			-	847	77	
CBF investment fund dividend				-	-		
Investments	847	-	-	-	847	77	
Other receipts	-				-	1,000	
Total received on all funds	70,669	-	67,930	-	138,599	91,721	

St Thomas à Becket's Church, Pagham registered charity number 1134842

Notes to the Financial Report

5. Analysis of total paid:

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Charitable grants and donations	130	-	521	-	651	640	6
Parish share to Chichester Diocese	55,000	-	-	-	55,000	51,901	7
Salaries and honoraria incl NI	-	-	-	-	-	1,055	
Clergy and other people's expenses	2,374	-	-	-	2,374	1,891	
Sunday school/Children's work	-	-	-	-	-	-	
Costs of church services	2,067	-	-	-	2,067	2,269	
Printing & photocopying	1,572	-	-	-	1,572	939	
Church utilities bills	3,948	-	-	-	3,948	246	
Church maintenance & redecoration	4,167	-	-	-	4,167	4,822	
Churchyard upkeep	322	-	-	-	322	3,804	
Roof Repairs	-	-	-	-	-	6,701	
Bells	-	-	-	-	-	6,980	
Flower Fund expenditure	623	-	-	-	623	831	
Insurance	3,910	-	-	-	3,910	3,763	
Examiner's and other financial fees	800	-	-	-	800	800	
Charitable costs	74,913	-	521	-	75,434	86,642	
Fundraising expenses	673	-	-	-	673	203	
Church Centre Utilities	-	-	2,851	-	2,851	2,366	
Church Centre Maintenance/admin	-	-	3,560	-	3,560	2,430	
Friends expenditure	-	-	-	-	-	200	
Mens Club Expenditure	-	-	1,728	-	-	-	
Coffee Club Expenditure	-	-	542	-	542	-	
Trading costs	673	-	8,681	-	7,626	5,199	
Other payments	-	-	-	-	-	15	
Extra-ordinary item	-	-	-	-	-	35,000	
Total paid on all funds	75,586	-	9,202	-	83,060	126,856	

St Thomas à Becket's Church, Pagham

registered charity number 1134842

Notes to the Financial Report

- 1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.
- 2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.
- 3 Analysis of total received
4. No grants received in 2022
5. Analysis of total paid
- 6 Charitable grants and donations.
- 7 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry in 2022 amounts to approximately £76970. As our Parish Priest has dual responsibility for the neighbouring parish, Pagham is only required to pay half the stipend. .
8. £1000 donation received from Pagham Parish Council to be used for upkeep of the churchyard.
9. Donation for specific purpose in the churchyard. Donor stipulated that it remains anonymous.
10. Clergy support Council Tax, travel, hospitality, postage, telephone, water bills. The costs of Council Tax , telephone and water bills are shared equally with our neighbouring parish.
11. £15,000 of the Archdeacons Loan still remains to be repaid. This is interest free and needs to be repaid in full by the end of 2024.

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- Providing assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through provision of the village fete and offering food and fun at Harvest
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities. There are 232 people on the electoral roll, 91 of whom are not resident in the parish.

The average regular weekly attendance, counted during October was 84 adults and 25 children.

We have returned to our usual pattern of worship endeavouring to offer a range of services throughout the week and over the course of the year, which we hope the community will find both beneficial and spiritually fulfilling.

A Parish Eucharist is held every Sunday morning using the Common Worship Liturgy. On the first and third Sundays of the month an additional Sunday morning service is offered using the Book of Common Prayer. On the first Sunday of the month the Parish Eucharist has a particular family focus - family being defined as including all generations, and on the third Sunday of the month Sunday School is available for our young people. There is a

'I really love coming to 'Tuesday@7' – it's really fun. I like being asked to help with the welcoming, serving and reading. We learn such a lot. Thank you. H.K

mid-week Holy Communion Service following the Book of Common Prayer and on a Tuesday we have continued to offer 'Tuesday@7' worship. This is a service open to all, but which has been tailored to the needs of our young families and is more informal than our other services, this service follows the Common Worship Liturgy. The young people take an active role in all aspects of the worship and there is usually an inter-active teaching session calling for their active and enthusiastic involvement, and it has been a pleasure to see how keen they are to volunteer to be involved. This service has proved to be very popular and it has been very encouraging to see new families join us. Morning and Evening Prayer are also offered on a regular basis, with some of these services being available to access via Zoom as well as in church.

Teaching, baptising and nurturing new and existing believers

We learnt during the pandemic the importance and benefits of maintaining regular contact with church members in order to ensure that they were still able to fully participate in church life, albeit for some, at a distance. Weekly email communication has continued to the vast majority of the church family (all those for whom we hold specific consent to contact via this method) providing information, and to give guidance on where and how to find services and spiritual support. All the information has also been made readily available on our website. We have endeavoured to ensure that those without access to email or the website are kept informed either by telephone, word of mouth or by providing printed information which is delivered to them. We also make use of Social media to spread information to a wider audience. We have continued to encourage and support members of the church family to become more involved with various aspects of worship, such as reading the lessons and writing and leading the intercessions. Our young people attending the Tuesday@7 service have enthusiastically and willingly engaged in all aspects of the service, volunteering to welcome, read and serve.

It has long been our practice to encourage the members of the church family to participate in teaching groups such as the Lent courses. During Lent we participated in the Diocesan Lent Course, joining with others from our neighbouring parish to further explore our faith.

We also participated in the Diocesan 'Great is thy Faithfulness' programme, which was designed to encourage us to look at collaborative ministry and growth in the church - growth in knowledge, understanding, discipleship, faith, involvement and numbers.

During the year we also offered the opportunity for a course on meditation.

Through baptism we celebrate God's gift of life and faith; in marriage, public vows are exchanged with God's blessing; and through funeral services friends and family express their grief, and give thanks for the life which is now complete in this world, and to commend the loved one to God's keeping. The on-going pandemic caused some disruption but we were able to celebrate 19 baptisms and 4 weddings. 6 candidates were confirmed and 9 of our young people were admitted to communion before confirmation. 18 funerals were held in church and there were 12 services for the Burial of Ashes in the churchyard. Our church continues to be appreciated by our parishioners and many from further afield, as a space where life events are celebrated with joy and thanksgiving. In addition to funerals held in church for members of our parish, our clergy have officiated at services at the crematorium. The bereaved are visited by the clergy prior to funerals to offer assistance and support, and follow-up contacts are made as necessary to offer further support and assistance.

An Annual memorial Service is held with personal invitations delivered to all in the parish who have been bereaved in the previous year and with whom the church has had contact through funerals. It is an opportunity to come together to remember loved ones and celebrate their lives. The service is always well attended and is much appreciated

Provision of the church building for people to enjoy

It is important to us that the church is available to all whenever possible, and our usual practice is to

"I am so grateful that you keep the church open during the day - it is such a blessing to find such a beautiful place to enjoy the peace and tranquillity,

R R

have the church open between 10:00 and 16:00 daily, giving the opportunity for private prayer and meditation, or to allow visitors the opportunity to enjoy the peace and beauty of the building. It is clear that the church being open is welcomed, as can be seen from the many appreciative

comments in the Visitors' Book. Many remark not only how refreshing it is to find an open church but, also the sense of peacefulness and spirituality the church offers. Information leaflets, in a number of languages, are available in the church explaining the history of the church and its place in the community.

The Church Centre

The Church Centre is available for hire by all members of the community for activities, events and parties. During the year the local Playgroup which had been using the building for decades ceased to operate. We are seeking to work with a new organisation to enable them to make use of the building on a regular basis. Uniformed organisations and other community groups use the hall on a regular basis, and we are now using it as a venue for a monthly Tea and Chat afternoon which is open to all in the community.

"It's good to have somewhere to meet up with friends, old and new, for a chat and a cup of tea on a regular basis. The cakes are always very good."

Mrs E....

Provision of pastoral care for people living in the parish

As a result of the pandemic we saw a growth of informal pastoral care within the parish, with large numbers of individuals from the church family maintaining contact with individuals both from the church family and from the wider community, trying to ensure that no-one became isolated, and this has continued. More formal pastoral care has been maintained by our clergy team.

Provision of tangible support to the poor and needy

As a church we have actively supported our local Food Bank for many years, with a collection point located within the church and an up-to-date list of items that are most needed. Our weekly email communication to all our church family carries an up-to-date list of the most needed items. Members of the church family and the wider community regularly make donations, which are then taken to the Food Bank for distribution to those in need. All items collected at our Harvest Celebration were donated to the Food Bank.

The church has for many years been active in its support of 'Link to Hope', a charity that works with those in need in eastern European countries. Boxes of goods are collected in church, transported to a distribution hub, and then sent out for distribution just before Christmas. Our 'Knit and Natter' group also supports this charity supplying large numbers of knitted blankets, hats, gloves and scarves

Other charitable giving

Helping those in need is an expression of our faith, and charitable giving remains an important part of the life at St Thomas a Becket's. The PCC has a policy of donating, when circumstances allow it, 5% of its unrestricted income to charitable causes both at home and abroad, with charities nominated

"We know that we can always depend on you for donations of food and other much needed items, and we are grateful that you have organised a regular drop off of your donations."

Food Bank Manager

annually. With reduced income and the necessity of using some reserves to meet our day-to-day expenses, it was not possible to meet this commitment in 2022, although we were able to give donations to the two local church schools which we support and to donate the Christmas collections to charity. The church family has continued to support Christian Aid and The Children's Society.

Repairs to the fabric of the church

No major repairs have been required during 2022

Early in the year a small number of roof tiles on the north aisle were damaged when part of the weather vane fell from the spire during a severe storm. The damage was repaired.

During the year it became necessary to replace the lighting unit for the Millennium Text, which is installed at the rear of the church. The costs of the repairs were donated by the Men's Group.

We have continued to follow our annual maintenance programme ensuring all checks and servicing has been carried out.

Financial Review

Incoming and outgoing resources

The total receipts on general unrestricted funds received were £70,699 and are detailed in the Financial Report.

This is a slight improvement on last year, for which we are very grateful

The planned giving through envelopes and banker's orders and the Parish Giving Scheme has decreased slightly due to the loss of one or two very generous supporters, but it is good to see that good use is being made of gift aid, wherever possible. The introduction of Pay Station in church has resulted in increased giving from visitors to the church, and has enabled those who no longer carry cash to give a donation. Donations from visitors through the wall safe have been sustained. The PCC was very grateful for the sustained level of donations throughout the year, which has helped to ease the financial situation..

The PCC was grateful to receive a restricted legacy of £57,954 to be used for particular purposes in the churchyard. The donor wished this to remain anonymous. We also received an unrestricted further legacy of £500.

A £50,000 interest free Archdeacon's loan was obtained in 2019 to assist with funding the roof repairs, and is due to be paid back in full by 2024. £35,000 was repaid in 2021. It was not possible to make a repayment in 2022, but it is hoped to clear the debt in 2023.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £55,000 paid to the diocese for our share of all churches' Parish Ministry Costs. As this parish is sharing a minister with our neighbouring parish the Diocese has issued a credit which equates to half the stipend. It was suggested that we should aim to contribute £52,824. However, in response to the request from the Diocese for each parish to consider generous giving in order to support parishes in need of financial support, the PCC took the decision to increase the pledge to £55,000. We have paid our full ministry costs.

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

Staff costs

We have been unable to appoint an organist to play at our services, and have been reliant on the services of volunteer musicians, which have therefore incurred no costs.

Trustee payments and expenses

The PCC also supported the clergy by paying Council Tax, Water and environmental charges for the Vicarage. These costs are split equally between the two parishes that our priest-in-charge has responsibility for and amount to £1486 for this parish. We also pay towards travel, hospitality, telephone, postage and broadband amounting to £888.

There were no payments to persons related to or connected to the trustees. .

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately two months' worth of unrestricted payments as contingency against unforeseen situations.

It is PCC policy to invest temporarily surplus general funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills.

We are holding on deposit £15,000 to cover the remaining portion of the Archdeacon's loan.

It is PCC policy to designate the net income from the church boxes and wall safe, which can be largely attributed to visitors to the church, for general use, unless the PCC identify a specific purpose for this money..

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor.

Management of risks and their mitigation

The PCC has an ongoing task of reviewing the major risks which impact on the work of the church in the parish. The usual PAT testing and fire extinguisher and lightning conductor checks have been carried out.

The PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings and it's stained glass.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors and one main regular hall hirer.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.
- Continuing uncertainties relating to this and our neighbouring parish, both being served by our Priest-in-charge, and how the very busy workload can be managed.

The PCC seeks to manage these risks and uncertainties by regular reviews. The Mission Action Plan is reviewed regularly. The PCC aims to maintain our properties to a high standard and carries out the priority items of a quinquennial review in a timely manner. The last Quinquennial inspection was carried out in 2021 and identified no major areas of concern.

For many years there has been a programme which emphasises God's generosity to us, and the need for the church family to respond to that generosity in their own giving through time, talents and financial support.

Future Uncertainties

- The huge increases in the cost of living throughout 2022, and which it would seem are likely to continue into 2023, have caused everyone to really look at their financial situation. We are dependent on financial support from our church family and are aware that we may well see a reduction of income as individuals assess the level of support they are able to give.
- The increases in gas and electricity prices have had a huge impact on our expenditure. The uncertainty of the level of future price increases is a cause for concern.
- Part way through 2022 the Playgroup, which had been using the Church Centre for decades, ceased to operate, resulting in a large loss of regular income. Although it is hoped to find a new user to fill the gap, this is by no means certain.

Structure, governance and management of the charity

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

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

Ex Officio members

Incumbent:	The Revd Lucy Sullivan	Chairman
Wardens:	Mr Alex Brockhurst	
	Mr Michael Wake	Vice Chairman

Elected Members

Mrs Jan Brockhurst	Parish Safeguarding Officer
Mrs Christine Buckenham	
Miss Allyssia Congdon	(until May 2022)
Mr Stephen Cox-Rusbridge	
Mrs Jenny Ellis	(until May 2022)
Mrs Maureen Hatzfeld	PCC Treasurer
Mr Graham Jones	(until May 2022)
Mrs Trudi Kearsley	PCC Treasurer
Mr William Mitchell	(from May 2022)
Mrs Sue O'Neill	
Mrs Margaret Sherwood	
Mr David Smith	
Mr Simon Tooley	(until May 2022)

Deanery Synod

Mrs Maureen Hatzfeld
Mrs Trudi Kearsley
Mrs Linda Tempest

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and members of the church 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.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Lucy Sullivan, PCC Chairman

.....19/06/23.....
Sullivan
.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Thomas à Becket's Church, Pagham

St Thomas à Becket's Church, Church lane, Pagham, PO21 4NU

Registered Charity no. 1134842

For the year ended 31st December 2022

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St Thomas à Becket's Church, Pagham registered charity number 1134842

Summary of Financial Receipts and Payments

The financial effect of our activities during the year can be summarised as follows

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>			<i>All Funds 2022</i>	<i>All Funds 2021</i>	
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	59,080	-	60,790	-	119,870	77,920	
Charitable activities	4,366	-	-	-	4,366	4,867	
Other trading activities	6,376	-	7,140	-	13,516	7,857	
Investments	847	-	-	-	847	77	
Other receipts	-	-	-	-	-	1000	-
Total received	70,669	-	67,930	-	138,599	91,721	3
Expenditure on:							
	-	-	-	-	-	-	
Charitable costs	74,913	-	521	-	75,434	86,642	
Trading costs	673	-	8,681	-	9,354	5,199	
Other payments	-	-	-	-	-	15	
Archdeacon loan repayment						35,000	11
Total paid	75,586	-	9,202	-	84,788	126,856	5
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	(4,917)	-	58,728	-	53,251	(35,135)	
Disbursement control	(1,000)		-	-	(1,000)	1,369	-
Net movement in funds	(5,917)	-	58,634	-	53,811	(33,766)	
Bank accounts at 1 January	17,252	14,005	12,162	-	43,419	77,193	
Bank accounts at 31 December	10,094	72,791	13,345	-	96,230	43,427	A & L

St Thomas à Becket's Church, Pagham, registered charity number 1134842

Statement of Assets and Liabilities

Our financial position at the year-end was

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Barclays Current Account	1,213				1,213	1,834	
Barclays Church Centre			6,881		6,881	6,681	
Barclays A/S 1 Deposit	8,865				8,865	15,862	
Barclays A/S 2 Friends			5,422		5,422	4,483	
Barclays Frozen	16				16	16	
CCLA 1		58,608			58,608	4,732	
CCLA 2		14,183			14,183	9,273	
CCLA Church Centre			763		763	752	
Total bank accounts	10,094	72,791	13,066	-	95,951	43,173	
Sunday School			120		120	120	
Coffee Fund			193		193	115	
Flower Fund			66		66	11	
Other Monetary Assets	-	-	279	-	279	246	
Total Assets	10,094	72,791	13,345	-	96,230	43,419	
Liabilities							
Archdeacons Loan			15,000		15,000	15,000	11
Disbursement contro	(1000)				(1,000)	1,369 -	
						-	
	(1,000)	-	15,000	-	14,000	16,369	

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

Sullivan
 Date *3rd May 2023*

St Thomas à Becket's Church, Pagham registered charity number 1134842

Notes to the Financial Report

3 Analysis of total received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	34,770	-	-	-	34,770	36,315	
Plate Collections	4,166	-	521	-	4,687	4,014	
Donations	9,610	-	2,315	-	11,925	13,525	8
Legacies	500	-	57,954	-	58,454	-	9
Gift Aid recovered	10,034	-	-	-	10,034	11,299	
Grants	-	-	-	-	-	12,767	4
Donations and legacies	59,080	-	60,790	-	119,870	77,920	
Fees for weddings & funerals	4,366	-	-	-	4,366	4,867	
Charitable activities	4,366	-	-	-	4,366	4,867	
Fundraising activities	6,376	-	-	-	6,376	1,976	
Friends Fundraising activities		-	883	-	883	188	
Coffee Club		-	150	-	150	-	
Hall hiring fees		-	5,758	-	5,758	5,693	
Other trading activities	6,376	-	7,140	-	13,516	7,857	
Bank & CBF deposit interest	847			-	847	77	
CBF investment fund dividend				-	-		
Investments	847	-	-	-	847	77	
Other receipts	-				-	1,000	
Total received on all funds	70,669	-	67,930	-	138,599	91,721	

St Thomas à Becket's Church, Pagham registered charity number 1134842

Notes to the Financial Report

5. Analysis of total paid:

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Charitable grants and donations	130	-	521	-	651	640	6
Parish share to Chichester Diocese	55,000	-	-	-	55,000	51,901	7
Salaries and honoraria incl NI	-	-	-	-	-	1,055	
Clergy and other people's expenses	2,374	-	-	-	2,374	1,891	
Sunday school/Children's work	-	-	-	-	-	-	
Costs of church services	2,067	-	-	-	2,067	2,269	
Printing & photocopying	1,572	-	-	-	1,572	939	
Church utilities bills	3,948	-	-	-	3,948	246	
Church maintenance & redecoration	4,167	-	-	-	4,167	4,822	
Churchyard upkeep	322	-	-	-	322	3,804	
Roof Repairs	-	-	-	-	-	6,701	
Bells	-	-	-	-	-	6,980	
Flower Fund expenditure	623	-	-	-	623	831	
Insurance	3,910	-	-	-	3,910	3,763	
Examiner's and other financial fees	800	-	-	-	800	800	
Charitable costs	74,913	-	521	-	75,434	86,642	
Fundraising expenses	673	-	-	-	673	203	
Church Centre Utilities	-	-	2,851	-	2,851	2,366	
Church Centre Maintenance/admin	-	-	3,560	-	3,560	2,430	
Friends expenditure	-	-	-	-	-	200	
Mens Club Expenditure	-	-	1,728	-	-	-	
Coffee Club Expenditure	-	-	542	-	542	-	
Trading costs	673	-	8,681	-	7,626	5,199	
Other payments	-	-	-	-	-	15	
Extra-ordinary item	-	-	-	-	-	35,000	
Total paid on all funds	75,586	-	9,202	-	83,060	126,856	

St Thomas à Becket's Church, Pagham

registered charity number 1134842

Notes to the Financial Report

- 1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.
- 2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.
- 3 Analysis of total received
4. No grants received in 2022
5. Analysis of total paid
- 6 Charitable grants and donations.
- 7 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry in 2022 amounts to approximately £76970. As our Parish Priest has dual responsibility for the neighbouring parish, Pagham is only required to pay half the stipend. .
8. £1000 donation received from Pagham Parish Council to be used for upkeep of the churchyard.
9. Donation for specific purpose in the churchyard. Donor stipulated that it remains anonymous.
10. Clergy support Council Tax, travel, hospitality, postage, telephone, water bills. The costs of Council Tax , telephone and water bills are shared equally with our neighbouring parish.
11. £15,000 of the Archdeacons Loan still remains to be repaid. This is interest free and needs to be repaid in full by the end of 2024.

Independent Examiner's Report to the PCC of St Thomas à Becket's Church, Pagham for the Year Ended 31st December 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Thoams a Becket's Church, Pagham, on the annual report for the year ended 31st December 2022 set out on pages 2 to 6

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below in Section B below *) which gives me cause to believe that in, any material respect:

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

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

* Please delete the words in the (brackets) if they do not apply

Examiner's signature

David John Poole

Examiner's name CAPITALS

DAVID JOHN POOLE

Date

28th April 2023

Relevant professional qualification(s) or body if any

CFAA - Membership Number 07122407A

Examiner's address

98 London Road, Bognor Regis, PO21 1DD