

**The Ecclesiastical Parish  
of St John the Evangelist,  
Preston, Brighton**

**Trustees' Annual Report  
& Accounts  
for the year ending  
31<sup>st</sup> December 2020**

# A healthy church

- **Is energised by faith** – rather than just keeping things going or trying to survive
- **Has an outward-looking focus** – with a ‘whole-life’ rather than a ‘church-life’ concern
- **Seeks to find out what God wants** – discerning the Spirit’s leading rather than trying to please everyone
- **Faces the cost of change and growth** - rather than resisting change and fearing failure
- **Operates as a community** – rather than functioning as a club or religious organisation
- **Makes room for all** – being inclusive rather than exclusive
- **Does a few things and does them well** – focused rather than frenetic

*This list of the seven marks of a healthy church, or identified common characteristics of healthy and growing churches, is taken from ‘The Healthy Churches Handbook – a process for revitalizing your church’ by Robert Warren*

# **Trustees Annual Report and Financial Report**

of The Parochial Church Council of the Ecclesiastical Parish  
of St John the Evangelist, Knoyle Road, Preston, Brighton BN1 6RB

Registered Charity Number 1135100

**for the year 1<sup>st</sup> January to 31<sup>st</sup> December 2020**

Registered Charity number 1135100

**for the year 1<sup>st</sup> January to 31<sup>st</sup> December 2020**

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Website: [www.brightonstjohn.org.uk](http://www.brightonstjohn.org.uk)

Facebook page: [www.facebook.com/prestonstjohn/](http://www.facebook.com/prestonstjohn/)

Incumbent: Canon Alison Bowman  
33 Preston Drove, Brighton BN1 6LA

Independent Examiner: Henri Brocklebank  
1 Muddleswood Cottages, Newtimber BN6 9BP

Bankers: Barclays Bank PLC  
139-142 North Street, Brighton BN1 1RU

# Trustees' Annual Report

## Our aims and purposes as a charity

Every Church of England Parochial Church Council (PCC) is a charity and its members are trustees of the charity. St John's PCC has the responsibility of co-operating with the incumbent, Canon Alison Bowman, in:

- the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England;
- promoting in the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical;
- maintaining the fabric of the church building and the Knoyle Hall (including the Studio) and the Crowhurst Community Centre;
- overseeing the raising and spending of money to fulfil these objectives.

Further information about the structure, governance and management of the charity is given at the end of this report.

## How we planned to achieve our charitable objectives

1. As the result of the Covid-19 pandemic and two national 'lockdowns' during 2020, the PCC's planning required considerable flexibility to respond sensitively and imaginatively to the challenges and opportunities which arose during the course of the year.
2. Our original plans for 2020 included: the delivery of the next two *Pilgrim* discipleship modules; setting up a comprehensive, new pastoral care scheme; the launch of a new parish vision and strategy policy, building on an APCM to be focussed on 3 key messages around celebrating and building on our strengths, engagement with the community and financial discipline and the Archdeacon coming to preach in May on the new diocesan strategy Vision for Growth 2020-2025 which encourages churches to be '*More Open, More Converted to Jesus Christ, More Generous and More Engaged*'; refurbishing the tired kitchen in the Knoyle Hall; further Bridge Builder Ministry-led training for the PCC to help consolidate the cultural change for a healthier church; exploring further the possibility of a mental health project for young people with John Lewry, the deanery Children & Young People's Co-ordinator; and a major financial stewardship campaign at the beginning of June. In practice, we had got half way through the first Pilgrim module and had set up an 'emergency contact' scheme for members of the congregation before the first national lockdown in March put paid to our carefully laid plans for 2020. For the rest of the year, we found ourselves instead doing all sorts of unplanned, yet hugely worthwhile, things.
3. The full PCC met 5 times during 2020 – the last two meetings taking place, as authorised by the diocese, via Zoom - with an average attendance of 81%. A number of small working groups, including the Halls Group and Finance Group, also met as necessary and reported back to the full PCC.
4. As the result of Covid-19 the APCM, at which the Trustees' Annual Report and Financial Statement for 2019 would be presented, had to be postponed, under diocesan authority, from April to October 2020.
5. The PCC 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 the House of Bishops' guidance on safeguarding children and vulnerable adults. As part of this we review our Safeguarding Policy annually, have co-opted

the Parish Safeguarding Officer onto the PCC, have Safeguarding as a standing agenda item at each PCC meeting, and require all members of the PCC to complete the diocesan safeguarding training modules C0 and C1.

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

*The headings used in this section of the report have again been based on the 3 keys headings of the 2015-2020 Diocesan Strategy document we used in 2019 Trustees Annual Report. At the end of the 2020 report we have included some illustrative photographs and comments fed back to us on some of the work we undertook this year.*

### **1. Church Growth**

- a. Under Church Law, the Church Electoral Roll is completely renewed every 6 years (last done in 2019) and is otherwise revised annually. At the end of 2020 there were 81 people on the Church Electoral Roll. During the year, 2 members died, 2 members left, and 2 new members were added to the Roll.
- b. As it turned out, as a result of the Covid-19 pandemic, public worship was suspended for 28 of the 52 Sundays in 2020. The mid-week Eucharist was suspended after 11<sup>th</sup> March, and the monthly Messy Church was only able to meet during 2020 in January, February and March. At the start of the year, there was an average Sunday attendance of just under 50 adults; storms Ciara and Dennis and increasing concerns about the global pandemic meant that by early March Sunday attendance was around 40; and during the annual October Count the average Sunday attendance was 38 adults. The church building was closed under lockdown for services in Holy Week and Easter and also Remembrance Sunday, while the continuing Covid-safety restrictions under government rules meant all of the usual community carol services hosted by St John's and many of our traditional Advent and Christmas services had to be cancelled or severely limited during December. Given the unprecedented nature of 2020, perhaps it is wisest not to draw long-term conclusions from attendance figures.
- c. During September, October and December 2020, when the church building was permitted and able to be open for public worship on Sundays, we were pleased to welcome a number of new, regular, worshippers. The church was also opened as a Quiet Space for personal prayer and reflection once or twice a week from early July: among those visiting was a number of people who, although living locally, had not been inside the building before, with several saying how much they had enjoyed the peace and tranquillity of the space. We hope it will be possible to build further on all those new connections during 2021.

### **2. Re-imagining Ministry**

- a. We were swift to respond to the announcement of the first national lockdown in March, concluding we had two key tasks to fulfil as a church. The first was to find and develop effective ways of enabling all those on our existing Church Electoral Roll and Messy Church Roll to feel

connected and spiritually and pastorally supported during their lockdown isolation, whether or not they had access to the internet, whether or not they were 'shielding' – we wanted to be as inclusive as possible. The second was to find ways of connecting with, and supporting, the wider parish community also during this challenging time of change and loss on so many different levels. (We will say more about this second aspect under the section 'Contributing to the Common Good' below). In order to facilitate this mission, in an effective and sustainable manner, we sought to encourage and empower lay ministry (the calling of all the baptised being 'to shine as a light in the world to the glory of God', as the baptism service sums it up.) By the end of 2020, over a third of the Church Electoral Roll had felt able to become actively involved, some of them in multiple ways.

- b. We were surprised to discover that around 25% of those on our Electoral Roll did not have access to the internet and this was a significant factor in our decision not to go down the avenue of recording or streaming live services. Instead, we produced a weekly 'Round Robin' during lockdowns which was delivered either via electronic inboxes or by hand through physical letter boxes.
- c. A total of 32 Round Robins were produced during 2020, between mid-March and early-September and again from early-November to just before Christmas. Originally intended to keep those on St John's Rolls in touch with what was happening and how we were responding to the rapidly changing instructions from the Church and the Government, the content of the Round Robins expanded to include spiritual and worship resources to use at home – particularly to become a prayerful, extended part of the Eucharist celebrated weekly by the Vicar at the vicarage under a diocesan dispensation from the bishop, with ALMs Sue and Colin providing weekly written reflections to complement the set readings; ideas to encourage us to reflect prayerfully and constructively on our experience of the challenges and insights arising from the pandemic; quizzes; resources for families; seasonal craft ideas; details of streamed services from Chichester Cathedral and the national Church of England and free online seasonal Retreats; along with details of the 'Daily Hope' phonenumber and printed resources for those without the internet. Feedback indicated the Round Robins were appreciated and enjoyed by recipients, and indeed were often forwarded to family and friends.
- d. Churchwarden Debbie did an amazing job with increasing the range, quality, and frequency of posts on the church Facebook page during this period and over 10% of those viewing the posts were not otherwise connected to St John's.
- e. A 'Virtual Cuppa' scheme was operational from the very start of the first lockdown. Organised and overseen by Churchwarden Charlie, this involved some 17 volunteers each keeping in regular phone contact with up to half a dozen people on the Electoral Roll, which gave everyone the opportunity to feedback ideas, talk through concerns and just feel some connection despite their lockdown isolation. It also led to the forging of new and unforeseen friendships and even after the scheme came to a natural end during the summer months, many of these contacts have continued informally.

During the second lockdown, Churchwarden Debbie set up a 'Virtual Coffee Pot' via Zoom on Thursday mornings, which was greatly appreciated – not least by one member of the congregation who was in Spain during lockdown!

### 3. Contributing to the Common Good

- a. As part of encouraging the church fellowship to become more aware of the parish outside the four walls of our building, PCC members Linda and Colin organised an informative and fun 'Beating of the Bounds' walk of the official parish boundary at the beginning of March, which helped familiarise participants with the extent of the geographical area St John's serves under God – along with several of its coffee shops!
- b. Funerals were significantly impacted by Government restrictions introduced to try to manage the spread of Covid-19, particularly the restriction on the numbers permitted to attend. Not being able to attend a funeral for a family member, friend or neighbour exacerbated the usual stresses of bereavement for many and so we signposted widely Church of England resources such as a simple reflection to use at home on the day of a funeral and lighting a virtual candle online for someone, for people to share and to use.
- c. Building on this, from early June, we installed a 'Prayer Ribbon Tree' at the top of the steps outside the main entrance to the church for anyone to use. Passers-by were invited to tie a ribbon onto the branches as a sign of prayer for a person or situation on their minds or in memory of someone who had died, and this proved to be very popular. If people were still unable to get out, but wished a ribbon tied, they were invited to ring the church office and it was done for them.
- d. We continued to try to provide opportunities for people to mark and articulate their sense of loss in November at All Souls-tide, just before the second lockdown. A memorial wall of 'Hearts of Love and Remembrance' was created in a side aisle in the church this time, with people invited to pause and reflect on those they had loved and lost, whether in 2020 or earlier, and to write their names and any other details on a heart-shaped card. Again, provision was made for those unable to do this in person. And for Remembrance Sunday, during the second lockdown, we provided a list of the names of those men from Preston parish commemorated on the war memorial in church and a Community Wreath of Remembrance outside the church door, inviting passers-by to pause, reflect, and pray for peace before leaving their poppy in the wreath as a symbol of their thoughts and prayers.
- e. As 2020 drew to a close, with a strict tier-system replacing lockdown, we sought to provide some tangible signs of hope and joy amid the widespread confusion and disappointment surrounding the Government's changing regulations for Christmas celebrations. Dozens of 'Christmas 2020 Stars of Hope' were crocheted by a team of volunteers from the congregation, tagged with a link to Matthew's story of the star which would lead the wise men to the child Jesus, and hung on a tree outside the church with the invitation to passers-by to take one and hang it on their Christmas tree at home. Similarly, aware of the hundreds who usually came to our Crib Services on Christmas Eve – which had had to be cancelled this year because of the Covid-safety restrictions – we produced and gave away dozens of 'Christmas Story Packs' to use at home, containing a Pop-Up Nativity Set to make, the story of the first Christmas as used at the Crib Service, several child-friendly nativity songs, and simple prayers. Feedback indicated all this was well received.

- f. Jesus tells us that whatever we do for those in need, we do also for him. St John's has therefore sought to show solidarity with, and provide practical help to, many of those who experienced particular difficulties and challenges during the pandemic. Relatively minor ways in which we did this included using the swing-board at the front of church to publicly show our support for NHS staff and all key workers and to ring the church bells at the weekly 'clap for carers'. During the first lockdown, we also wrote to all the care homes in the parish thanking staff for the work they were doing and assuring them and their residents of our prayers and, on hearing there had been some problems with the emergency voucher scheme that replaced free school meals, contacted the schools to ask if help was needed.
- g. The main focus of our practical help to the wider community, however, took the form of supporting two local food banks. On Friday afternoons from early May, we hosted a food donation point for the Brighton Food Bank run by the Brighton & Hove City Mission at the top of the steps to the main church entrance. Not only did this demonstrate St John's had not shut up shop for the duration of the lockdown, it enabled local people to bring donations for the food bank while many of the other usual drop-off locations had to remain closed. By the end of 2020, 1.88 metric tonnes (or 94 average suitcases!) of food and toiletries had been donated through St John's and £800 in cash. Members of the congregation also knitted 40 colourful Christmas stockings which the Brighton Food Bank filled with sweets and toiletries for their users.
- h. From June to the end of the year we supported the non-referral Balfour Mutual Aid Food Bank by letting it use the otherwise empty Knoyle Hall at no cost. This food bank had begun during the first lockdown, based in the local school, but by June was needing new premises. Open on 4 afternoons a week, the BMAFB was able to provide food for some 120 of the most vulnerable people in our community each week. The BMA Food Bank were also delighted to add Christmas Stars of Hope to 40 Christmas hampers they delivered to their users, and feedback suggested these were well received.

#### **4. Maintaining the fabric of our buildings**

- a. Despite the pandemic closing the church building and both halls for much of 2020, and leading to the postponement of planned works such as the Knoyle Hall kitchen refurbishment, the PCC nonetheless had to continue to meet its legal obligations and annual maintenance commitments in order to keep the buildings safe and secure.
- b. The largest expenditure was for the insurance of the three buildings (c £6,500), followed by gas safety checks and gas appliance servicing, with an expensive repair needed to the Knoyle Hall boiler (£1,250). Servicing of the fire extinguishers and fire alarm cost another £400. We also ran the heating for part of the time (c £1,000) to help maintain the fabric and contents of all three buildings and help prevent frozen pipes and subsequent water damage.
- c. The leaves were also cleared, as usual, from the church gutters during the autumn.



## **Financial Review**

1. During 2020 St John's total income was £72,346. This compares with £102,377 for the previous year. The main reason for this fall was the reduction in property income from £44,201, to £19,058 due to the closure of the church halls during the pandemic. The church was however able to benefit from the government furlough scheme, claiming grants totalling £5,349.
2. Total expenditure for 2020 was £76,157, falling from £123,378 in 2019. The largest reduction in expenditure resulted from suspending payment of the Parish Share to the Diocese. Once the impact of the pandemic on our income became clear St John's made the decision to suspend monthly payments to the Diocese. Various other expenses were down due to the periods of closure of the church and halls.
3. We started the year with total assets of £158,765. Despite expenditure exceeding income by £3811 we ended the year with assets of £158,595 due to a growth in investments of £3,642. We withdrew £50k from the Investment account. As a result, there was an increase in bank balances over the year from £8,702 to £54,889.
4. Our largest expense continues to be the Parish Share (formerly known as The Parish Ministry Cost or PMC) which all parishes contribute to the Diocese of Chichester. The Parish Share relates directly to the diocesan costs of resourcing parish ministry, covering such items as the costs of clergy stipends, pensions, housing, training and support services for parishes such as safeguarding, buildings advice and much more. The actual Parish Share requested for 2020 was £74,035 but the amount we pledged was £58,035. We applied for a Credit for Mission grant for the difference from the diocese. As a result of suspending payments to the Diocese during the year, we paid a total of £30,000. Monthly payments were £20,000 and, given the size of the shortfall from our pledged amount, the PCC agreed a further payment of £10,000 at its meeting on 2<sup>nd</sup> December 2020.
5. The PCC reviewed its Reserves Policy during the year. 'Reserves' are funds set aside to cover unforeseen emergencies and parish specific risks. The PCC policy is based on the guidance issued by the Archbishop's Council in 2016. The pandemic showed that the church has a higher risk profile to its income than previously estimated. Therefore, based on the existing policy, the 'Reserve' was increased from £25,000 to £41,000 by the PCC at its meeting on 2<sup>nd</sup> December 2020. The further sum of £35,000 earmarked for the quinquennial works and refurbishment of the Knoyle Hall kitchen was unchanged from 2019. This takes the total current reserve requirement to £76,000. These amounts will be reviewed regularly to ensure it continues to meet the requirements of the church.
6. During 2020 the PCC Treasurer Working Group continued to lead on financial matters and a budget for 2021 prepared. The development of a 5-year plan and the stewardship campaign planned for 2020, were both deferred due to the pandemic. These are now planned for 2021.

## **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 charity number is 1135100. Its governing document is the *Parochial Church Councils (Powers) Measure 1956*.

During the year, the following served as members of the PCC.

**Ex-officio members:**

Incumbent: Canon Alison Bowman (Chair)  
Churchwardens: Jane Millett  
Debbie Moon

**Elected members:**

Buster Ashdown (until APCM of 2021)  
Charlotte Hughes-D'Aeth (until APCM of 2021)  
Susan Nye (until APCM of 2021)

Diane Long (until APCM of 2022)  
Colette Northage (until APCM of 2022)  
Colin Wimsett (until APCM of 2022) (PCC Finance Co-ordinator)

Christine Eden (until APCM of 2023)  
Sue Seymour (until APCM of 2023)  
Michael Wright (until APCM of 2023) (Associate Warden for Fabric)

**Deanery Synod Representatives** (elected to serve until 2023):

Katherine Ashdown  
Susan Crossfield  
Linda Nutley

**Co-opted member:** Judith Lawson (Safeguarding Officer)

**In attendance:** Alexandra Harrex (PCC Secretary)  
(*non-voting*) Stephanie Anderson (Finance Administrator)

Membership of the PCC is determined under the *Church Representation Rules 2020* and consists of the incumbent (ex-officio), the churchwardens (who are elected at the Annual Meeting of Parishioners), members of the Deanery Synod, and nine members of the church who are all elected at the Annual Parochial Church Meeting (APCM).

In addition, the APCM held in April 2018 approved a proposal from the Chair that, at St John's, elected PCC members could serve 2 consecutive terms of 3 years before being required to have a minimum 1-year break, which gives a 6-year maximum, similar to the normal maximum term for a Churchwarden.

This Trustees' Annual Report was approved by the PCC  
and signed on their behalf by the Revd Canon Alison Bowman, PCC Chair.

Date: 7<sup>th</sup> May 2021

# St John's 2020: a journey through the pandemic



April



Easter Day at the Vicarage



Prayer tree outside the church in June



The church was a collection point for the Brighton City Mission Foodbank during the summer.



The church was open as a quiet space for personal prayer during the lockdown







The Balfour Foodbank in the Knoye Hall



Covid-safety signs in church



Socially distanced church in September



Remembrance—Inside and out



Stars of Hope and a Pop-Up Nativity for Christmas



### **Feedback on the weekly Round Robins:**

‘Thank you for your weekly letter and enclosures, thank you for the regularity of it in a sea of change’

‘thank you for distributing my Church news in all winds and weathers’

‘I think you are all doing a fantastic job in keeping us connected..... a great help in this time of isolation’

‘I have really enjoyed receiving the emails from St John’s, and the reflections etc have really helped when things were getting tough’

‘I found it a great help the other day’

‘Thank you ....it has been a spiritual lifeline’

‘the News Letter ... really brings structure to my Saturday evenings and Sunday mornings.....the attachments go to my daughter and her family with my weekly news and also to my son-in-law in Scotland’

### **Feedback on the St John’s Extended Sunday Worship provision:**

‘joining together whilst physically apart at 10 am in worship is very powerful’

‘the virtual 10 am service was very helpful – gave a sense of normality and provided a feeling of community with others’

### **Feedback re the Christmas Stars of Hope:**

‘just wanted to say I received one of your Christmas 2020 stars of hope in my Christmas parcel [*from the Balfour Mutual Aid Foodbank*] yesterday.... I hung it up and after the worst period of bad things.... I’ve had 3 instances of good things happen 😊 I’m not a religious person but I believe in something and that something has started since that star was hung up, thanks so much’

### **From the Mutual Aid Area Co-ordinator re using the Knoyle Hall for the Balfour MA Foodbank:**

‘we are really grateful for the use of your wonderful space’

‘your support and enthusiasm for our project has been wonderful’

# **Annual Financial Report**

## **of the Parochial Church Council of the Ecclesiastical Parish of St John's Church, Preston, Brighton**

St John's Church, Knoyle Road, Brighton BN1 6RB

Registered Charity number 1135100

**For the year ended 31<sup>st</sup> December 2020**

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This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Evangelist, Preston Parish Church, on the annual report for the year ended 31<sup>st</sup> December 2021.

### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

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

### **Basis of independent examiner's statement**

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


### **Independent examiner's statement**

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

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

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

### **Examiner's signature**



**Examiner's name** *Henri Brocklebank*

**Date** 29<sup>th</sup> April 2021

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

### **Examiner's address**

2 Muddleswood Cottages  
Old Brighton Road  
Newtimber  
Hassocks  
BN6 9BP

## Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Total</i>	<i>Total</i>
	<b>General</b>	<b>Designated</b>		<b>All Funds</b>	<i>All Funds</i>
	<b>Fund</b>	<b>Funds</b>		<b>2020</b>	<i>2019</i>
	£	£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	46,995	1,665	-	<b>48,660</b>	46,679
Charitable activities	186	214	-	<b>400</b>	352
Other trading activities	20,516	382	-	<b>20,898</b>	51,220
Investments income	2,324	-	-	<b>2,324</b>	4,066
Other receipts	63	-	-	<b>63</b>	60
<b>Total received</b>	<b>70,085</b>	<b>2,261</b>	-	<b>72,346</b>	102,377
<b>Expenditure on:</b>				-	
Cost of raising funds	-	-	-	-	-
Charitable costs	(60,659)	(1,739)	-	<b>(62,398)</b>	(96,617)
Trading costs	(13,488)	(271)	-	<b>(13,759)</b>	(12,761)
Other payments	-	-	-	-	-
<b>Total paid</b>	<b>(74,147)</b>	<b>(2,010)</b>	-	<b>(76,157)</b>	(109,378)
<i>Reconciliation of funds:</i>					
<b>Net income or (net expenditure)</b>	(4,063)	251	-	(3,812)	(7,001)
	-	-	-	-	
Transfer from Investment account	50,000	-	-	<b>50,000</b>	Transfer of funds between accounts
<b>Net movement in funds</b>	<b>45,937</b>	<b>251</b>	-	<b>46,188</b>	(7,001)
Bank current and Deposit account at 1 January 2020	7,591	1,111	-	<b>8,702</b>	
<b>Bank accounts at 31 December 2020</b>	<b>£53,528</b>	<b>£1,362</b>	<b>£0</b>	<b>£54,890</b>	



## Statement of Assets and Liabilities

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>
	General	Designated			All Funds	All Funds
	<u>Fund</u>	<u>Funds</u>	<u>Fund/s</u>	<u>Fund/s</u>	<u>2020</u>	<u>2019</u>
	£	£	£	£	£	£
<b>Assets:</b>						
Bank current account	12,414	1,362	-	-	13,776	7,734
CCLA Deposit Fund	41,113	-	-	-	41,113	966
<b>Total bank and deposit accounts</b>	<b>53,527</b>	<b>1,362</b>	<b>-</b>	<b>-</b>	<b>54,889</b>	<b>8,700</b>
Debtors		-	-	-	-	-
<b>Debtors</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
CBF Investment Fund Miss Duce				<b>34,869</b>	<b>34,869</b>	<b>32,626</b>
CBF Investment Fund Porter/Thwaites				<b>11,760</b>	<b>11,760</b>	<b>11,003</b>
CCLA Investment fund	53,497	-	-	-	<b>53,497</b>	<b>99,438</b>
11196 Lloyds shares	3,580	-	-	-	<b>3,580</b>	<b>6,998</b>
<b>Investment assets at market value</b>	<b>57,077</b>			<b>46,629</b>	<b>103,706</b>	<b>150,065</b>
<b>Total assets</b>	<b>110,604</b>	<b>1,362</b>		<b>46,629</b>	<b>158,595</b>	<b>158,765</b>
<b>Liabilities:</b>	-	-	-	-	-	-
<b>Total liabilities</b>	-	-	-	-	-	-

This financial report for the year ended 31<sup>st</sup> December 2020, including the notes following, was approved by the PCC and signed on its behalf by the Reverend Canon Alison Bowman

Date: 13<sup>th</sup> April 2021

# Notes to the Annual Financial Report

## Analysis of total received

	Unrestricted		Restricted Fund/s	Total	Total	Notes
	General	Designated		All Funds	All Funds	
	Fund	Funds		2020	2019	
Planned giving (excl. tax refunds)	£28,989		-	£28,989	£29,209	
Planned giving (no tax refunds)	2795.06		-	£2,795	£3,281	
Loose cash collections	£1,203		-	£1,203	£4,241	Lockdown impact
Donations	£877		-	£877	£100	
Donations Messy church	£82		-	£82	£405	Lockdown impact
Gift Aid recovered	£7,700		-	£7,700	£8,043	
Special appeals for charities		£1,665	-	£1,665	£1,400	
Grants (Furlough payment)	£5,349		-	£5,349	£0	Lockdown impact
Legacies	0		-	0	£0	
<b>Donations and legacies total</b>	<b>46995.39</b>	<b>1664.95</b>	<b>0</b>	<b>48660.34</b>	<b>46,679</b>	
Fees for weddings & funerals	£186	214	0	£400	£352	
<b>Charitable activities total</b>	<b>186</b>	<b>214</b>	<b>-</b>	<b>400</b>	<b>£352</b>	
Flower sponsorship	£290		-	290	£698	Lockdown impact
100 Club	£265		-	265	£1,060	
Coffee	£140		-	140	£893	Lockdown impact
Sales of the parish magazine	£68		-	68	£236	Lockdown impact
Use of church			-	-	£1,772	
Hall Hire receipts (of which £1310 was refunded)	£19,058		-	19,058	£44,201	Lockdown impact
Harvest Lunch donations			-	-	£314	
Other fundraising	£548		-	548	£1,628	Lockdown impact
Fairtrade stall	£148		-	148	£232	Lockdown impact
Booklet sales (donations)			-	-	£184	
Photocopier			-	-	£2	
Deposits for outing		£382	-	382	£0	
<b>Other trading activities total</b>	<b>20,516</b>	<b>382</b>	<b>-</b>	<b>20,898</b>	<b>51,220</b>	
Bank & CBF deposit interest	£147	-	-	£147	7	
CBF investment fund dividend	£1,848	-	-	£1,848	2934	
Parish trusts investments dividends	£329	-	-	£329	760	
Lloyds shares dividend	-	-	-	£0	365	
<b>Investments income total</b>	<b>2,324</b>	<b>-</b>	<b>-</b>	<b>2,324</b>	<b>4,066</b>	
Other receipts (refund from BT) and bank charges	63.3	0	0	£63	60	
<b>Total received on all funds</b>	<b>70,085</b>	<b>2,261</b>	<b>-</b>	<b>72,346</b>	<b>102,377</b>	

# Notes to the Annual Financial Report

## Analysis of total paid:

	Unrestricted		Restricted Fund/s	Total All Funds 2020	Total All Funds 2019	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Summer fete expenses	-	-	-	-	-	
Concert posters & musicians' expenses	-	-	-	-	-	
Other appeals expenses	-	-	-	-	-	
<b>Cost of raising funds</b>	-	-	-	-	-	
Charitable grants and donations		-1525	-	-1525	(449)	
Parish share to Chichester Diocese	-30000		-	-30000	(53,883)	Reduced due loss of income
other Ministry costs	-3505.75		-	-3505.75	(4,135)	
Church running expenses	-1965.13		-	-1965.13	(2,660)	Lockdown impact
Salaries and honoraria incl NI	-8760.97			-8760.97	(8,705)	Furlough grant shown as income
Clergy and other people's expenses				0	(530)	All expenses allocated under other headings
Mission & evangelism costs	-3442.39			-3442.39	(8,005)	Lockdown impact
Professional fees (architect)				0	(1,159)	2019 was Quinquennial
Messy Church	-136.68			-136.68	(895)	Lockdown impact
Insurance	-6348			-6348	(4,834)	
Water, Gas, Electricity, and Oil	-3805.52			-3805.52	(4,264)	
Printing & photocopying	-2569.19			-2569.19	(3,029)	
Training				0	(2,073)	
Accounting and Examiner's fees				0	-	
Church maintenance & redecoration	-125.34			-125.34	(1,983)	
Fees payable to diocese		-214		-214	(13)	
<b>Charitable costs total</b>	<b>(60,659)</b>	<b>(1,739)</b>	<b>-</b>	<b>(62,398)</b>	<b>(96,617)</b>	
Fundraising expenses				£0.00	(171)	
Traidcraft stall				£0.00	-	
Church Hall running expenses	-£6,967.40			-£6,967.40	(6,799)	Includes heating bill for 2019/20
Church hall caretaking & cleaning	-£3,696.99			-£3,696.99	(3,802)	Includes cleaning materials bought in 2019 salary which was subject to Furlough Grant
Hall maintenance & redecoration	-£1,248.14			-£1,248.14	(1,676)	Includes £1150 boiler maintenance
Hall hire and Outing deposit refunds	-£1,310.00	-£271.00		-£1,581.00	-	Lockdown impact
Bank fees	-£265.89			-£265.89	(313)	
<b>Trading costs</b>	<b>(13,488)</b>	<b>(271)</b>	<b>-</b>	<b>(13,759)</b>	<b>(12,761)</b>	Completed 2019
Repayment of loan for Crowhurst Hall and Church House for boiler				0	(14,000)	
<b>Total paid on all funds</b>	<b>(74,147)</b>	<b>(2,010)</b>	<b>-</b>	<b>(76,157)</b>	<b>(123,378)</b>	

## Notes to the Annual Financial Report

### Staff costs

#### Charitable costs

Wages, salaries and honoraria

2020	2019
£	£
8,761	8,705
8,781	8,705

### Staff costs

#### Church hall cleaning

Wages, salaries and honoraria

Employer National Insurance

Employer pension contributions

2020	2019
£	£
2,853	3,802
2,853	3,802
11,634	12,507

Total

NB Furlough Grant of £5349 was received