

**PARISH
OF
SOUTH CRAWLEY
CHARITY REGISTERED NO: 1136132
ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31 December 2020**

The Parish of South Crawley encompasses the churches of:
St Mary, Wakehurst Drive, Southgate
Holy Trinity, Titmus Drive, Tilgate
Christ the Lord, Coachman's Drive, Broadfield
all in the Borough of Crawley, in the County of West Sussex.

Parish Office address: St Mary's Rectory, Forester Road, Southgate, Crawley RH10 6EH

Independent Examiners: Alexandra Durrant, 10a/12a High Street, East Grinstead,
West Sussex RH19 3AW

Bankers: Barclays Bank, 90/92 High Street, Crawley, West Sussex RH10 1YF

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ANNUAL REPORT FOR 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC)

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The PCC has the responsibility of working with the Rector and whole staff team in seeking God's will for the parish and making decisions accordingly. Its purpose statement is that the PCC "is to be a body of prayer, facilitating the mission of each church."

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the clergy, 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).

The PCC is responsible for a wide range of matters affecting the parish, including compliance with health and safety and disability legislation and safeguarding. In their capacity as trustees, members of the PCC are responsible for the stewardship of funds and for the appropriate accounting and reporting of parish finances.

The PCC has registered with the Charity Commission as required by the Charities Act 2011. During the year, the following served as trustees of the PCC:

Officers

| <u>Name</u> | <u>Role & Responsibilities</u> | <u>Church</u> | <u>Date of Resignation</u> |
|-----------------|------------------------------------|-----------------|----------------------------|
| Tim Wilson | Rector | St Mary's | |
| Howard Schnaar | Team Vicar | Christ the Lord | |
| Jill Alderton | Associate Vicar | Holy Trinity | |
| Gwilym Richards | NSM | St Mary's | |
| Neil Stewart | Parish Warden | Christ the Lord | |
| Mark Hales | Parish Warden | St Mary's | |
| Angela Chamunda | Deanery Synod Rep | St Mary's | |
| Neil Stewart | Deanery Synod Rep | Christ the Lord | |
| Rob Wood | Deanery Synod Rep | Holy Trinity | |

Elected Trustees

| <u>Name</u> | <u>Retirement Year</u> | <u>Church</u> | <u>Date of Resignation</u> |
|-----------------------|------------------------|-----------------|----------------------------|
| Francis Betch | 2023 | St Mary's | |
| Howard Bristow | 2023 | Holy Trinity | |
| Wendy Courtenay | 2022 | Christ the Lord | |
| Michael Elliott | 2022 | Holy Trinity | |
| Jonathan Hope | 2022 | Christ the Lord | |
| Erin Prosser-Wellburn | 2021 | St Mary's | |
| Peter Stroud | 2021 | Christ The Lord | |
| Peter Wigglesworth | 2022 | St Mary's | |
| Ashley Wood | 2023 | Holy Trinity | |

When trustees are appointed they are provided with Trusteeship information from The Church of England (An Introduction for PCC Members), a copy of "Being a PCC Member" published by the Chichester Diocese, and Charity Commission Guidance (The essential trustee). Training courses provided by the Diocese are publicised and attendance encouraged.

Trustees' Responsibilities

Under the Charities Act 2011 the trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statement, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and enable the trustees to ensure that any statement of accounts prepared by them complies with the regulations under section 132(1) of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence taking reasonable steps for the prevention of fraud and other irregularities. The trustees have considered the risks to which the charity is exposed and established systems to mitigate those risks.

Statement as to disclosure of information to independent examiners

So far as the trustees are aware, there is no relevant independent examination information of which the charity's independent examiners are unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant independent examination information and to establish that the charity's independent examiners are aware of that information.

Independent Examiners

A resolution proposing that Alexandra Durrant chartered accountants be appointed as Independent Examiners of the charity will be put to the Annual Parochial Church meeting.

PCC Business

The PCC met **four times** during the year. Three of these meetings were via Zoom. The financial situation was reviewed at each PCC meeting, and the accounts for 2019 were approved and the budget for 2020 was adopted. Each meeting also considered news from around the parish and fabric matters. The Parish Safeguarding Policy was reviewed and adhered to, and staffing matters were considered as necessary.

PCC Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the full PCC.

District Church Councils have been established in each church in the team to handle the affairs of those churches.

Church Attendance

Attendance: There were **187** names recorded on the electoral roll in **April 2020**. Electoral roll figures for the 3 churches of South Crawley parish are: **St Mary's 105, Holy Trinity 37 and Christ the Lord 45**. During 2020, the Covid 19 Pandemic hit the UK and from 22 March all churches had to close. All three of our churches began to produce online services. Although some limited services in church were allowed later in the year, it has been impossible to assess what our 'Usual Sunday Attendance' might be. We feel that it is likely to be higher (possibly considerably higher) than the usual attendance at live services. Similarly, our outreach activities had to close and therefore we are unable to give a figure this year for 'Worshipping Community'. We look forward to welcoming old and new participants to our services and events as soon as we are allowed to open up fully again.

Risk Assessment

Risk assessments have been carried out in all the churches and will be reviewed on an ongoing basis.

Safeguarding

The Parish Safeguarding policy is reviewed annually by the PCC. The parish has registered with the Church's Child Protection Advisory Service. The Diocesan strategy 'Simple Quality Protects' has been put in place. Each church in the parish has appointed a Lead Recruiter to ensure that all those working with children and young people have the necessary checks. Angela Chamunda is the Safeguarding Officer for the parish. In line with recent requirements, we have ensured that a link to safeguarding information is on the front page of each church's website.

Statement of Public Benefit

The trustees are aware of the Charity Commission's guidance on public benefit and have had regard to it in their administration of the charity.

A primary role of the Parish is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England

The Parish has 3 places of worship:

1. St Mary, Wakehurst Drive, Southgate
2. Holy Trinity, Titmus Drive, Tilgate
3. Christ the Lord, Coachman's Drive, Broadfield

Each of the churches has adjoining halls and meeting rooms used for church and community activities.

Each church also has a number of sub-committees which enable the efficient running of the churches. These include building committees, leadership groups, and children's leaders' meetings.

Each church also has a number of groups to which members belong to develop their faith. These include Bible Study and Prayer groups.

The many activities which the churches are involved in for the public benefit are listed under separate entries for each.

Statement of Public Benefit-St Mary's

The ways in which St Mary's has offered Public Benefit has been considerably different in 2020 because of the Covid crisis. Many of our activities had to be suspended because of government restrictions. However, we were still able to serve the public in a wide variety of ways.

We were unable to hold our regular Sunday Worship as social distancing meant that we could not accommodate the whole congregation, so we quickly developed an Online service, available every week. This is watched by the regular worshippers but also by others in Crawley and beyond.

As soon as it was allowed, we set up a new service at 3.00 on Sunday afternoons. This was Covid-safe, including the wearing of masks, social distancing and no singing, but was much appreciated by those who came. We were able to offer children's work alongside this. During those times when we could hold no services in church at all, we offered a 'Kids' Zoom' meeting.

We have been able to provide funeral services both in church and at the crematorium and a Memorial Service in November was appreciated by those who came.

We have offered online fellowship meetings weekly, and our home groups continue to keep in touch with each other either online, via Whatsapp or using the phone.

Our parish Lent course (2021) was via Zoom and in fact enabled more people to attend than would normally do so.

We have kept in touch with those who don't have access to a computer by visiting and delivering a printed copy of our newsletter each week.

Although community groups which use our halls have been unable to meet, we have kept in touch with them and look forward to welcoming them back.

In the same way we have kept in touch with our schools, offering an online assembly, and at Christmas we were delighted to be able to deliver to older residents Christmas cards that the children had made.

Practical needs have increased in the town during the Crisis and a number of our members are very active in helping with the Crawley Foodbank Partnership, Oasis Crisis Pregnancy outreach, and Open House (working with the homeless.)

We were also able to deliver 'Love Christmas' parcels to those who needed them and to offer to do shopping regularly for those unable to get out.

We have continued to give financial support to the international work of TEAR Fund and Kids Alive, as well as supporting local organisations.

Statement of public benefit—Christ the Lord church, Broadfield

- Sunday Worship in the church. The 4pm Service was set up to comply with the Covid 19 Guidance to ensure social distances, wearing face covers and sanitisation. This was a reflective Service where we used videos, listened to music amongst other things and was appreciated by all those attended it. We also had Services online and they have been available in YouTube, Facebook, WhatsApp and Zoom app.
- Prayer offered – We have mainly prayed together using Zoom app on a Monday and Thursday evening. This has been valued and brought us as prayers together.
- Pastoral care offered – This has been chiefly be done through the vicar and Parish Nurse. Many have felt lonely, some depressed or struggling with other issues such as bereavement. We have also collected and delivered shopping where this has been requested.
- Funerals – These have taken place in the church, crematorium and at the graveside. Support has been offered to all the bereaved families.

- Kidz church on Zoom (Sunday School) has been run via Zoom app on Sundays 10am and have been appreciated by both parents and children. They have enjoyed both the teaching, fun activities and arts and crafts. We delivered activities packs to the children which had the resources they needed for the crafts.
- Lent courses – We run the diocesan Lent course via Zoom app.
- Home study/fellowship groups also have happened via Zoom app offering teaching on the Bible, Prayer, Faith and also offering Pastoral Care and Friendship.
- Parish nursing project was available to all in Broadfield offering Health Education and advice, Signposting services, access to our Registered Nurse.

Statement of Public Benefit-Holy Trinity

Holy Trinity strives to be the neighbourhood church for Tilgate. Whilst many activities have been curtailed by Covid 19, We have still sought to serve the community.

- **Public Worship.** Whilst unable to offer face-to-face services in the building for much of 2020, we have provided a **weekly recorded service** on YouTube. These have been publicised through 'A Church Near You', our Facebook page, and in some cases, the neighbourhood Facebook page. We plan to continue this online service in the months ahead, moving towards recording in church once more normal services are able to take place.

Resumption of face-to-face worship when permitted in the summer was delayed by the retirement of Rev Robert Edwards. A Covid-secure 9.00 a.m. service was started in October. This was joined by a newcomer to Crawley who was seeking friendship as well as a place of worship.

Our decision to **close in January** was taken out of consideration for the local community at a time when Covid infection rates were rising in Crawley. Our 9.00 am service was reinstated at Easter.

Our online Christmas Carol service took requests for carols from the wider community and was shared via the neighbourhood Facebook page.

- **Community Service:** Our members continue to support The Easter Team and Open House financially, and by giving food and serving as volunteers. One of our members volunteers with the newly formed 'Love Your Neighbour' initiative which has provided telephone friendship and shopping assistance to those in our town who have had to isolate. The vicar distributed 'Love Your Neighbour' gift bags before Christmas to some for whom 2020 had been particularly hard. We continue to give financially to Home Start CHAMS, supporting young families.
- **Community facilities:** Routine maintenance of our church and hall building has continued, to ensure that we will be able to open for public use again when safe. Our first intended booking is Home Start, so that they can resume offering support groups to parents and young children.
- **Prayer offered:** Our members have been praying for one another, their neighbourhood and our nation throughout the year. Whilst unable to meet in the building to pray as a group, prayer requests have been shared (with the permission of those concerned) by email and telephone and, as well as praying individually, members have prayed together when they meet on Zoom. In the summer, when open air groups of 6 were permitted to meet, the House of Prayer met in members' gardens to pray. Some have been using their daily exercise to pray for the neighbourhood as they go out for a walk, run or cycle ride.
- **Mutual support:** Members have kept in contact with one another by phone, email and Zoom when face to face meeting has not been possible. Phone calls to those not on the internet have been important. Practical help has been given where possible.

- **Families and children:** In addition to our support for Home Start, we have kept in touch with our Messy Church families by email, sending out suggestion for crafts and activities each month and posting a short 'celebration' video with a Bible story, songs and prayers on YouTube.
- **Funerals:** for members of the wider community have taken place at the crematorium, in Church and at the cemetery. Support has been offered to families by telephone, Zoom or face to face meetings as circumstances allowed. Bereaved families, with whom we had contact during the year were invited to our memorial service at the start of November (either the face-to-face service or online) and given a candle to light in memory of their loved one.
- **Remembrance Sunday:** In addition to our Sunday service with an act of remembrance, a recorded act of remembrance, tailored for use by Scout Groups in the town, was prepared and sent out to group leaders to share with their members.
- **Financial giving:** The church continues to give a tenth of its income to the support of others through the agencies of Church Pastoral Aid Society, Mission Aviation Fellowship, Mercy Ships, Home Start, and Easter Team.

REVIEW OF THE YEAR 2020

Review of the year – Parishwide

Just like the rest of the country and the world, our parish was radically affected by the Covid pandemic in 2020. Although the year started off as normal with all activities thriving in all three of our churches, the nation was put into lockdown on 23 March and services were no longer allowed in our buildings. This took us by surprise – although the Coronavirus was becoming an issue in the early weeks of the year, none of us realised when we met for morning worship on 15 March that we would not be having normal services again for something like 15 months.

It was necessary to find an alternative way of holding worship and our clergy had to quickly learn how to prepare and record services for transmission online. This we managed to do, and almost immediately all three of our churches were able to switch to offering online worship via Youtube and Facebook. This has continued throughout the year and into 2021.

When restrictions allowed, we all opened up for a 'Covid-secure' Sunday service following the appropriate guidelines – sanitising stations, distancing, masks and no singing. Numbers were necessarily limited, and the main Sunday services continued to be the Online ones.

Very sadly, almost all our weekday activities as churches had to be suspended. However this gave the opportunity for involvement with other ways of reaching out. For example, some of our members continued or increased their work with the Crawley Foodbank Partnership, Open House, and Oasis Crisis Pregnancy outreach. We were able to get involved with the 'Love Christmas' scheme and distributed boxes of Christmas goodies to those who needed them.

We have sought as churches to provide emotional and practical support where possible. Offers of shopping, phone calls, and when allowed, visits, have helped hold our communities together as have the various Zoom meetings we offer.

An unfortunate consequence of the lockdown has been that we are unable to hire out our buildings and this has had a serious effect on the income of Holy Trinity in particular.

Because of the pandemic, Robert and Ann Edwards were obliged to postpone their retirement date. Eventually they were able to move in the summer and we record here our thanks to them both for their ministry in the parish and especially in Holy Trinity over 13 years.

Rev Jill Alderton was in place to take over the work as vicar of Holy Trinity. However Jill is unpaid and part-time, so it is particularly challenging for her to take over full responsibility for a church. Jill (and Mark) have risen to the challenge and we are immensely grateful for all the work and energy Jill is putting into her new role.

One effect of the lockdown is that we have worked together as a parish more closely. We have shared our online services on a number of occasions and the 2021 Lent course will see Holy Trinity and St Mary's sharing resources. We expect to see these two churches working more closely together in the future.

As we begin to emerge from lockdown, we will find that the world has changed. We do not know whether everyone will return to Sunday worship, whether an online presence will remain vital, or whether we will still be able to run all the activities that were taking place pre-pandemic.

But we do know that Jesus Christ remains the same yesterday, today and forever, and we look to him to lead us into the future.

Tim Wilson
Team Rector

Review of the year - St Mary's Southgate

As noted above under the Parishwide Review, 2020 was a very different and very challenging year for St Mary's as it was for all of our churches and every church in the land.

Once the first lockdown had been imposed in March, we began to record services to be broadcast on Youtube and Facebook. It has been possible to include contributions from a wide range of people as different members each week provide the Bible reading and prayers. A large number of our congregation have been involved in this way, including many children. We have been blessed to have several musicians who have recorded songs for us and this has enhanced our worship considerably. Our organist Malcolm Hawke provides us with a voluntary to end each service.

The service is followed by a Zoom fellowship meeting and it has been good for a number of us to get together in this way.

When the first lockdown was lifted, we were able to inaugurate a service at 3.00 on Sunday afternoons. This had to follow Covid rules and be 'distanced', with the wearing of facemasks compulsory and no singing allowed. However, our organist was able play a hymn each week as we followed the words silently! It was not possible for us to accommodate the whole congregation in this way, so our main service has remained the Online one throughout the year and into 2021.

In the second lockdown in November the 3.00 service had to be suspended again, but in December we were able to hold our Light Service for Advent and also our Carol Service live. We also held a live Memorial Service in October.

We had a live 9.00 am service on Christmas Day but once again the main service was online.

In the third lockdown we were technically able to still open for services but in view of the rapidly rising number of cases in Crawley and the transmissibility of the new variant of the virus, we took the decision to suspend those services again. We look forward to resuming our 3.00 service on Easter Day and all being well our 10.30 service on 27 June 2021.

The hardest thing about this year has been that we have had to suspend all of our weekday activities and outreaches. We have done our best to keep in touch with Waddler families and Gate café patrons. We have also delivered copies of the 'Family Matters' newssheet to those who are unable to receive it online. Still, we are aware that we have lost touch with some of our fringe members and we look forward very much to re-starting many of our activities and to re-establishing those contacts.

We are aware though, that not everything will be the same when we get back and we will need to discern carefully and prayerfully where God wants to lead us in our future ministry.

Rev Tim Wilson



Review of the year – Christ the Lord.

Like for most churches 2020 has been a difficult year for us due to the Pandemic. It was heart wrenching in many ways not to be able to meet in the church together for public worship. This launched us into a steep learning curve with social media and technology. Learning how to run a WhatsApp group and developing a Facebook group and of course making videos, editing, putting church services together online and spending hours on Zoom app. 2020 was meant to be a key year for CtL as we were going to celebrate 40 years in the church and had many plans which we could not proceed with.

Putting aside my hesitations about social media and technology I recognise that an online presence is something that we stay with CtL and it will be interesting to see how this unfolds as we come out of lockdown.

Despite the restrictions we have faced in 2020 we have had some wonderful encouragements at CtL. We can give thanks to God for the development of our Zoom Sunday Kids Club. Wendy Courtenay and Jonathan Hope have worked hard in offering fun packed, exciting sessions and with a clear Christian teaching week after week. Both parents and children have clearly expressed how they have valued this worthwhile club. Thankfully, as a church we have been able to provide activity kits to the families which have been delivered at various times containing the arts and crafts materials needed for the sessions. What has been an added bonus to us is that when some children are outside of Broadfield visiting their other parent they are still able to join in with the sessions on their android tablet. I would like to express my thanks to Wendy Courtenay and Jonathan Hope for their commitment, planning and hard work to running this fantastic club!

Zoom app has made it possible to have prayer meetings on a Monday and Thursday evenings. Before the pandemic I never imagined we would have had a church prayer meeting twice a week. It has been an encouragement to me and also a great way to connect with each other. Keeping connected has been a focus for 2020. This has happened by Zoom app, letter writing, 'phone calls, social media and online services. Many of us have seen more of each other despite being over a computer screen. Some have valued our midweek quiz evening, which was really just an excuse to talk to each other and share our news. It has been a real shame not to connect with many of our fringe members and contacts through our toddler groups or Wellbeing lunch club.

I must thank Mrs Juliette Williams (BA, RGN) our Parish Nurse for Broadfield. During 2020 Juliette has been outstanding in the professional care she has offered to many in Broadfield. In 2020 Anxiety, depression, loneliness, boredom and other health related problems have been huge in Broadfield. Juliette has worked relentlessly offering support, health education, advice and signposting to offer services and referrals to other professionals. It is important that we find future funding for this key work and see it develop in the future. I am sure many will join me in expressing gratitude to Juliette for all the hard work and compassion she has showed in carrying out the Parish Nursing Ministry in Broadfield.

In closing I would like to thank Mrs Deirdre Schnaar, licensed Reader, for her huge support in working with me in putting together the online church services and offering pastoral support to members of CtL. I would also like to thank to members of CtL who have offered support, care and shown patience at times and I look forward to our work post lockdown in the partnership of the gospel.

Rev Howard Schnaar



Review of the year – Holy Trinity

The start of 2020 was 'business as usual' for Holy Trinity with two services each Sunday, monthly Messy Church, monthly Sunday breakfast and hosting the weekly Parish mid-week communion. The church hall was booked up by various community groups and one or two other groups used the church lounge to meet.

A morning of prayer for vision was held for the church.

Robert Edwards announced his intention to retire in May, and then deferred it when lockdown made moving impossible. He was eventually able to retire at the end of July and to move in August.

In mid-March, with the start of Lockdown, worship was moved onto YouTube with a weekly recorded service. Messy Church also moved onto YouTube with an activity sheet sent out by email. As the poster outside the building said: the 'The church building is closed but the Church is still open'.

The church family continued to communicate and support one another by telephone and through an email group which gave space for sharing encouragement, news and prayer requests. Many people learned to use Zoom for a chat with one another over coffee after the Sunday morning service. Instead of meeting for prayer on Saturdays, suggested readings and prayer points are emailed to the church group email for people to use at home.

With Robert's retirement, Rev. Jill Alderton (Associate Vicar to the South Crawley Parish) took on the role of Team Vicar. This has enabled a smooth transition, with no vacancy.

Online services and Messy Church have continued as have the Sunday Zoom meetings. The latter having developed to include a time for prayer. With services being public on YouTube, prayers have to be fairly general. The Zoom meeting gives an opportunity to pray together specifically for more personal needs. Jill made increasing use of the Tilgate Residents Facebook page to publicise Church events, such as the online carol service. John Rodgers, Andy Dean and Mark Alderton continued to preach (recorded) for Sunday services and members of the congregation have recorded prayers and readings, keeping the sense that these are 'our' services.

With the transition from Robert to Jill in July-August, Holy Trinity did not re-open a face-to-face service in the building until October at 9.00 a.m., and again in December after the November lockdown. In January we decided, to close again, in line with the rest of the Parish, out of concern for the wellbeing of our worshippers and our neighbours in the face of rising infection rates and a more highly transmissible variant of Covid. Those who chose to attend valued the sense of corporate worship, albeit behind masks and 2 metres apart. Others found the lack of singing and mingling uncomfortable and preferred to engage online. We were able to hold a communion service in church on Christmas morning.

The hall reopened to one hirer in September and closed again in November.

Our cleaners have been very accommodating about going on and off furlough and shifting their cleaning days to allow 72 hours after gatherings in either the hall or the church before they cleaned.

The building has presented its challenges in 2020 with the demise of the wooden cross on the spire (swiftly removed in July) and a leaky roof in September-October. The spire is also in serious need of renovation. With a part-time vicar and some contractors on furlough, progress on sorting these has been slow.

With a high proportion of the congregation having now had at least one dose of vaccine, we look forward to gradually resuming face-to-face worship and seeking God's guidance as to how we, the church, can serve our local community in 2021.

Rev Jill Alderton



OBJECTIVES AND MISSION ACTION PLANS

The primary objective of South Crawley PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. Each individual church agrees a Mission Action plan to summarise their objectives for each year. Mission Action plans for each individual church are part of the Annual Report.

Mission Action Plan 2021 - St Mary's Church, Southgate

Review of 2020

The Covid-19 Pandemic and the various restrictions and lockdowns meant that our MAP for 2020 had to be abandoned. Very few of the anticipated events and services were possible.

However, we quickly re-grouped and put our efforts into:

1. The Online service. This became our main service and main form of outreach. Although it is hard to get accurate figures, we are aware of some people outside our usual congregation both in Crawley and further afield are watching the service on a regular basis.
2. The 3.00 service. Once the first lockdown was lifted we were able to inaugurate a 'Covid-safe' Sunday afternoon service. In spite of the restrictions, of which not being able to sing was the worst, this still proved a popular service with a number of people. We ran children's work alongside this service. We held an Advent Service of Light and a Carol Service in this 3.00 slot.
3. Pastoral care. We offered shopping services to those who needed it and are grateful to those who have provided for this need over what has turned out to be a long period of time. We also delivered the weekly notice sheet to those who are unable to receive it electronically and keep in touch with our older members by phone.
4. Weekday Morning Prayer continued via Zoom.
5. Some of the home groups continued to meet virtually; others kept in touch via Whatsapp and phone.
6. A number of our members are heavily involved in the work done by the Crawley Foodbank Partnership, Open House and Oasis.
7. Work on fixing the leaking (new) roof was sadly delayed because of Covid, but some progress is now being made.

Plans for 2021

At the time of writing, (March 2021) we are still in a full lockdown situation and our mission must remain as described above. However we look forward to re-starting our 3.00 service on Easter Day and all being well to having our 'normal' Sunday services back by the end of June.

The following matters will need to be addressed:

1. Live and Online? We intend to make our Sunday services available online. This is likely to be a recording of the live service rather than live-streaming.
2. Re-starting activities. We are very aware that some of our volunteers will need to step down and not return to their roles after lockdown. This will entail a re-structuring of many of our outreach activities. We will prayerfully assess our priorities. We may have to do less, but we can do it better if we allow ourselves to be led by God.

3. Circumstances have caused St Mary's to work more closely with Holy Trinity over the past year. We look forward to this closer relationship continuing.
4. We will continue to address building issues, both rectifying inadequate recent work and commissioning new work.
5. We will address financial matters and work towards St Mary's covering the whole of its parish share.

Mission Action Plan 2021 - Christ the Lord, Broadfield

During lockdown due to the pandemic our Mission focus became:

- Having church services on line.
- Zoom prayers meetings to pray about issues related to Covid 19, Broadfield and our church community.
- Maintain Christian teaching online.
- Keeping in contact with each other by letter, phone, email, Zoom app or social media
- Offering encouragement and support across all age groups
- To other practical care & outreach into the community where we can manage this.

Post lockdown we plan:

- To reunite in the church building and come together for corporate worship and develop our community in worship, teaching, prayer and fellowship.
- To engage afresh with people in our neighbourhood and offering activities and identify new opportunities for mission whilst balancing resources and effectiveness
- To continue with an online presence
- To have a time of discernment to reflect on what we have learnt from lock down and how might we go forward as a church community.
- Sharing hope with hurting community through pastoral care, community activities and the parish nursing project.

Mission Action Plan 2020 - Holy Trinity Church, Tilgate

2020 Review:

A Morning of Prayer seeking God's vision for Holy Trinity took place before the first lockdown of 2020.

Plans for specific actions had to be relinquished due to the Covid pandemic and lockdown restrictions.

Despite all the restrictions, we have continued to give financial and practical support to local and international mission organisations.

YouTube has probably made our Church services more accessible to the local community than previously.

We have sought to remain engaged with the local community through personal (distanced) contact and through the Tilgate Residents Facebook page. Several members have used their daily exercise to prayer walk around the neighbourhood, consciously welcoming God's presence and acknowledging His Lordship.

We have maintained a display of God's word, with an open Bible, battery candle and floral arrangement, renewed each week, inside the glass front door of the church. For Advent, displays were placed in the hall windows. Displays intended to lift spirits of passers-by and give the message that the church is still alive.

2021

Plans are still hard to make but we will be looking to:

- Continue our support for local, national and international missions with plans under way for speakers (live or recorded) to be included in our Sunday worship.
- Continue to be a praying community that looks outwards in its prayers.
- Continue to display God's word visibly.
- Be a resource for the community as restrictions gradually ease.
- Act as salt and light in our community, engaging with our neighbours and bearing the love of Christ.
- Offer friendship and hospitality to those who have become isolated through 2020.
- To initiate an open-air 'drop-in' coffee morning when weather and regulations permit.
- Re-engage with our Messy Church families – open air events may be possible before we can resume meeting indoors.
- To build up links with our local schools. (Jill has just prepared a recorded RE class on Holy Week in the church.)

Above all, we plan to remain attentive to God's voice, seeking His direction as we move out of lockdown and seek to serve Him in Tilgate. We will be prayerfully holding the ideas that came from the vision morning as we gradually begin to plan ahead.

FABRIC REPORTS

Fabric Report - St Mary's Southgate Church

Not surprisingly, work on the building has been severely affected this year by the Covid crisis.

We reported last year that in spite of new roof and new windows, water was still coming into the building in both the hall and church areas. A visit from the builders Caldera planned for March 2020 was cancelled due to Covid a later date was also put on hold. We eventually got people on site in early 2021 and some work was done repairing mastic on the clerestory windows. Sadly this has not proved effective.

There is a particularly bad leak in the hall, which resulted in a section of plaster falling off. At the time of writing, remedial work to the roof in this area is pending. We are also concerned about inadequate guttering. We need to get these issues sorted out before we can move on with other aspects of renewing the building.

Rev Tim Wilson

Fabric Report - St Mary's Rectory

The replacement of the kitchen which was due to happen in Spring 2020 has been put on hold owing to the financial crisis in the diocese occasioned by the pandemic. The work may now be done in 2022.

Similarly no work has been done on replacing a section of the roof. It seems watertight and squirrel-proof at the moment.

Some essential work was done on the shower and two sets of taps were replaced.

Fabric Report – Christ the Lord

Following the successful installation of the new lighting during 2019 we looked forward to our next planned project to replace the entrance door and the windows in the church, office, and quiet room.

We had obtained some funding towards the end of 2019 and during 2020, with the help of our fund raiser, we were fortunate to receive the remaining funding to allow us to proceed with the project.

We are once again extremely grateful to the various organisations who provided this funding.

Unfortunately, due to the COVID situation of the past few months we have not been able to proceed with the work. Our chosen installation company has suffered with employees having to isolate and consequently has fallen behind with its work schedule. Several start dates have been missed.

As I write, I am expecting to hear when a start can be made on the work, and hopefully by the time this is read, a start will have been made.

At the beginning of 2020 we were awarded funding from the Longley Trust, this was used towards the purchase of a replacement water heater and equipment for the Monday Munch Wellbeing Café.

Further plans, subject to funding, are to renovate the kitchenette, improve the lighting in the quiet room and the office and to decorate the office following the window installation.

Peter Stroud – CtL Treasurer

Fabric Report - Christ the Lord Vicarage (21 Anglesey Close)

During 2020 not much work has been undertaken on Broadfield Vicarage, but the general condition is fair. Apart from the annual gas/boiler safety check the only works carried out were plumbing. This involved the replacement of the kitchen sink tap and ball-valve in the loft water tank due to water coming out of the overflow pipe. All the work was carried out professionally.

Rev Howard Schnaar

Fabric Report - Holy Trinity

- July: The wooden cross fell from the spire, left dangling by a cable. Emergency faculty was granted, and the cross removed.
- September/October: Water ingress through the flat roof above the vestry and adjacent corridor. We have been advised that the 'link' section of flat roof between the hall and the higher section of the church needs re-felting. We have one quote and are seeking another.
- Renovation of the dilapidated spire and leaky roof section are priorities for 2021.
- Boundary hedges and field have been maintained and a tumble-down shed has been removed.
- Weekly checks on the building have ensured that problems have not gone unnoticed. Water systems have been run regularly to prevent the growth of Legionella bacteria.

Fabric Report - Holy Trinity House

With Robert and Ann Edwards' departure in August 2020, responsibility for the vicarage reverted to the Diocese.

- Some necessary maintenance and decorating has been done by diocesan contractors.
- Boundaries between vicarage and church grounds have been clarified with the installation of a new fence panel.
- New tenants have now moved into the house on a short-term letting.
- The Diocese expects to put the house up for sale at some stage in the future.

FINANCIAL REVIEW 2020

The financial statements

These are the statutory financial statements for the whole parish, bringing together the results for each church and the central PCC funds. The law largely prescribes the format, in particular the separate accounting for unrestricted funds, available for any purpose, and restricted funds which must be used for a specific purpose (Note 1B to the financial statements).

Each church has its own bank account and financial records, and pays monthly contributions to the central PCC account. That account pays the diocesan contribution, parish administrator and parish office costs, other clergy-related costs and parish governance costs.

The PCC is most grateful to all the church members for their gifts of money and time that enable us to fulfil our Mission Action Plans.

Review of 2020

Unrestricted Funds

The combined results for the three Churches plus the Parish Office were:

Income: £152,020: a decrease of £25,326 compared to 2019 (£177,346)
Expenses: £150,166: a decrease of £24,210 compared to 2019 (£174,376).
Surplus: £1,854 (2019: £2,970).

Both income and expenditure total were affected by the covid-19 lockdown. However, the most significant shortfall in income was from lettings which were £15,000 below budget. Expenditure in all categories except one was below budget, mainly as a result of reduced activities, but also because of making such other economies as were possible. The one item of expenditure that was at the budgeted level was the Diocesan Contribution.

Added to the surplus on normal activities is the gain on investments which was £33,739 and which resulted in an increase in Unrestricted Funds of £35,593. (see Note 11 and Investment Policy, below)

Restricted Funds

The total of restricted funds increased by £28,149 in 2020 and stood at £105,917 at the year-end. Note 6 to the accounts provides details of the major building works undertaken in 2020 and Note 13 details of the movements of the most significant restricted and designated funds.

Contribution to the Diocese

The contribution from the parish was £101,864 (£2019:£101,854). Income from the Arnold Trust which pays for a part of our contribution was £12,912.

Balance Sheet and Reserves

Our net assets on the balance sheet increased by £63,742 to £331,337 (2019: £267,596). Half of this increase is accounted for by the gain on investments (see below), the major part of the other half being the increase in restricted funds. We aim to hold sufficient uncommitted liquid reserves for the parish as a whole to meet six months' normal running costs, and for each church and the central PCC fund to meet four months normal running costs, in case of emergencies or unexpected decreases in income. As at 31 December 2020 the parish as a whole had uncommitted reserves of 17.4 months (2019: 13.0 months). Only Christ the Lord (2.4 months) was unable to reach the target of 4 months.

Investment Policy

Funds are held in immediate access deposits with Barclays Bank and the CBF Church of England Investment Fund. Interest received in the year from the bank accounts was £162 (2019: £530) which reflects the low rates of interest available for cash funds. In February 2019 the PCC invested £60,000 in equal amounts of shares in two CBF Church of England Investment Funds. In March 2020 St. Mary's added £30,000 to each so that at 31 December 2020 the PCC has invested £120,000: £60,000 on its own account and £60,000 on behalf of St. Mary's.

The investments are realisable in whole or in part without delay and so form part of our liquid reserves. As at 31 December 2020 their market value was £162,496 which was an increase in value in the financial year of £33,739. This appears in the Statement of Financial Activities under "Gains/(Losses) on investments". Note 1(G) explains the accounting policy for investments of this kind.

Outlook for 2021

Despite the uncertain economic outlook, the PCC pledged to maintain its contribution to the diocese for 2020 at the same level as the previous, and that pledge was fulfilled. In determining the budget for 2021 the plan was to repeat that pledge. As a result, the adopted budget for 2021 shows a deficit of £17,400, with the three churches and the central PCC account all showing deficits.

The experience of lockdown in 2020 has shown that pledged giving will be little affected. However unplanned giving at services will fall and we cannot rely in the budget on the significant extra gifts that have improved the results of previous years. Neither is it yet clear when and to what extent, lettings will resume. Finally, income from the Arnold Trust will be reduced by £3,600. Therefore we estimate that total income is likely to be £8,500 lower than in 2020.

There will continue to be some savings in running expenses but their effect will be minimal and there will be additional expenses relating to building work at Holy Trinity which will exacerbate the deficit caused by the loss of income from lettings.

In sum, the predicted budget deficit of £17,400 will enable the PCC to continue playing its part to support the wider work of the Diocese at the cost of drawing on its reserves. The PCC will continue to review the financial situation as the year unfolds and hopes that, as in previous years, its deficit predictions will prove unfounded. However, with unrestricted reserves standing at £210,815 at the end of 2020 the trustees have concluded that there are no material uncertainties about the PCC's ability to continue as a going concern.

On behalf of the PCC, I would like to thank the church treasurers and all those who help in any way in the processes that result in the preparation of the financial records.

Thanks are also due to the staff of Alexandra Durrant for the finalisation of the accounts and for the independent examination.

Peter Wigglesworth April 2021

**PCC of South Crawley
2020 Financial Review and Financial Statements**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF SOUTH CRAWLEY

I report on the financial statements of the Parochial Church Council of South Crawley for the year ended 31 December 2020, which are set out on pages 21 to 33.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility

- to examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.


Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare financial statements which accord with the accounting records and which comply with the accounting requirements of the Charities Act 2011 have not been met
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Alexandra Durrant FCA
10a/12a High Street
East Grinstead
West Sussex
RH19 3AW

22 April 2021

PCC of South Crawley
2020 Financial Review and Financial Statements

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2020

| | Note | Unrestricted Funds 2020 £ | Restricted Funds 2020 £ | Total Funds 2020 £ | Total Funds 2019 £ |
|---|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| INCOME FROM: | | | | | <i>note 17</i> |
| Donations and legacies | 2 | 146,391 | 52,883 | 199,274 | 236,011 |
| Church activities | 2 | 1,429 | 340 | 1,769 | 8,777 |
| Other fund-raising activities | 2 | 4,038 | 100 | 4,138 | 21,790 |
| Investments | 2 | 162 | 0 | 162 | 530 |
| Total incoming resources | | 152,020 | 53,323 | 205,343 | 267,108 |
| EXPENDITURE ON: | | | | | |
| Raising funds | 3 | 838 | 0 | 838 | 768 |
| Church activities | 3 | 144,888 | 25,174 | 170,062 | 283,401 |
| Other | 3 | 4,440 | 0 | 4,440 | 4,440 |
| Total resources used | | 150,166 | 25,174 | 175,340 | 288,609 |
| Gains/(losses) on investments | 11 | 33,739 | 0 | 33,739 | 8,757 |
| Net income/(expenditure) | | 35,593 | 28,149 | 63,742 | (12,744) |
| Transfers between funds | | 0 | 0 | 0 | 0 |
| Net movement on funds | | 35,593 | 28,149 | 63,742 | (12,744) |
| Balances brought forward at 1 January 2020 | | 189,827 | 77,768 | 267,595 | 280,339 |
| Balances carried forward at 31 December 2020 | | 225,420 | 105,917 | 331,337 | 267,595 |

Explanation : This is the summarised 2020 "history". Incoming resources (income) add to the net assets owned by the parish. Resources used (expenses) reduce them. These figures are on the accruals basis: that is, they include amounts earned or due for 2020, even if not paid by the year end.

Some transactions do not change net assets. For example, paying off a loan reduces both cash (an asset) and the outstanding loan (a liability). Buying a fixed asset (such as new equipment) changes one asset (cash) for another (the equipment), whose value is then written off as an expense (depreciation).

Brackets indicate negative figures.

PCC of South Crawley
2020 Financial Review and Financial Statements

BALANCE SHEET
at 31 December 2020

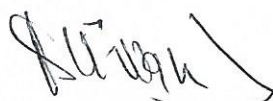
| | Note | Unrestricted Funds 2020 £ | Restricted Funds 2020 £ | Total Funds 2020 £ | Total Funds 2019 £ |
|--|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Fixed Assets | | | | | |
| Equipment | 9 | 3,149 | 0 | 3,149 | 2,537 |
| Current Assets | | | | | |
| Stock | | 400 | 0 | 400 | 0 |
| Debtors, prepayments, accrued income | 10 | 7,088 | 10,632 | 17,720 | 10,728 |
| Investments | 11 | 162,496 | 0 | 162,496 | 68,757 |
| Cash on short term deposit | | 13,059 | 54,557 | 67,616 | 77,500 |
| Cash at bank and on hand | | 44,673 | 53,428 | 98,101 | 113,672 |
| | | 227,716 | 118,617 | 346,333 | 270,657 |
| Current Liabilities | | | | | |
| Creditors due within one year, accrued expenses, deferred income | 12 | (5,445) | (12,700) | (18,145) | (5,599) |
| Net current assets | | 222,271 | 105,917 | 328,188 | 265,058 |
| Total assets less current liabilities | | 225,420 | 105,917 | 331,337 | 267,595 |
| NET ASSETS | | 225,420 | 105,917 | 331,337 | 267,595 |
| Unrestricted Funds | | | | | |
| Designated Funds | 13 | 11,280 | | 11,280 | 10,466 |
| General Funds | | 214,140 | | 214,140 | 179,361 |
| | | 225,420 | | 225,420 | 189,827 |
| Restricted Funds | 13 | | 105,917 | 105,917 | 77,768 |
| TOTAL FUNDS | | 225,420 | 105,917 | 331,337 | 267,595 |

Explanation: this is the financial "snap-shot" at the end of the year, showing the parish's assets and liabilities on 31 December, split between unrestricted and restricted funds. It does not include values for church buildings: Note 1 explains why.

Approved by the Parochial Church Council on 21 April 2021 and signed on its behalf by:



Rev Timothy Wilson (Chairman)



Peter Wigglesworth (Treasurer)

Notes 1 to 16 on pages 22 to 31 form part of these financial statements

NOTE 1 - ACCOUNTING POLICIES

A Accounting convention

We have prepared the financial statements in accordance with law (the Church Accounting Regulations 2006), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)). We have prepared them on the accruals basis and under the historical cost convention, as modified by the revaluation of fixed assets.

The PCC is an unincorporated charity which meets the definition of a public benefit entity under FRS 102.

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern. This assessment takes into account the ongoing Covid-19 outbreak, and the trustees' reasons for coming to this conclusion are explained in the Trustees' Annual Report.

The trustees do not consider that they have made any material judgements in applying the charity's accounting policies, nor that there is any material estimation uncertainty that is likely to affect the carrying values of assets or within the next reporting period.

B Funds held by the PCC

Unrestricted funds - general funds which the PCC can use for its ordinary purposes. *Designated funds* are monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. *Uncommitted reserves* are the unrestricted funds which are not invested in parish fixed assets (Note 15), and not designated for specific purposes.

Restricted funds - in this parish, donations or grants received for a specific purpose. The PCC can only use those funds for that purpose, unless the donor agrees another purpose. Any balance unspent at the end of the year is carried forward as a balance on that fund. Note 13 details the main restricted funds.

C Incoming resources

Incoming resources are accounted for gross (that is, not netting off related costs).

Collections, planned giving and other donations are recognised when received.

Tax refunds on gift aid donations are recognised when the income is recognised (even though received later).

Grants and legacies are recognised when the PCC is legally entitled to the amount due (and can quantify it).

Interest is accounted for as it accrues. *Other income* is recognised when it is receivable.

D Resources used

Grants and donations are accounted for when paid over, or when there is a binding obligation on the PCC.

Other resources used are stated gross and accounted for on an accruals basis.

Pension contributions: The charity operates a defined contribution pension scheme through NEST. The pension charge represents the amounts payable to NEST during the year.

E Fixed assets

Under Charities Act 2011 section 10(2), the financial statements do not include consecrated and beneficed property such as the church buildings, the rectory and the vicarages. We write off the costs of work on such property as an expense in the year it is incurred. Note 6 gives details of major projects.

The financial statements include other furnishings, fittings and other equipment as fixed assets if they cost over £500 or are part of a set costing over £1,000. We then write off the cost over five years, or 20 years for particularly long-life assets (see Note 9). This depreciation charge more fairly spreads the cost of expensive items over the period of use. Old assets bought before 1988 are not included in the financial statements.

Assets purchased out of restricted funds are not normally themselves restricted (ie they can be used for any purpose of the church). The purchase therefore gives rise to a transfer between restricted and unrestricted funds (Note 13). However, the assets remain restricted if they have to be used for a particular purpose.

NOTE 1 - ACCOUNTING POLICIES (continued)

F Current assets

Amounts owing to the PCC for rents, fees or other income are shown as debtors less provision for amounts that may prove uncollectible.

G Financial instruments

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. The following financial instruments are included in the PCC's balance sheet:

Short-term deposits including cash held on deposit with Central Board of Finance Church of England, or Charities Aid Foundation, or banks.

These are initially recognised and subsequently measured at face value.

Investment funds comprising listed investments, managed by CCLA

These are initially recognised at cost, and subsequently measured at market value, provided by CCLA on their statements, or as published on their website.

Net gains or losses on investments are taken to the SOFA.

The investments are realisable in whole or in part without delay and so form part of the charity's liquid reserves, and are shown in the balance sheet as part of current assets.

PCC of South Crawley
2020 Financial Review and Financial Statements

NOTE 2 - INCOME

| | Unrestricted Funds 2020 £ | Restricted Funds 2020 £ | Total Funds 2020 £ | Total Funds 2019 £ |
|--|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Donations and legacies | | | | |
| Tax-efficient planned giving | 92,305 | 22,025 | 114,330 | 120,488 |
| Other planned giving | 12,325 | 1,525 | 13,850 | 25,987 |
| Unplanned giving at services | 2,706 | 698 | 3,404 | 11,146 |
| Other unplanned giving | 12,222 | 2,034 | 14,256 | 8,904 |
| Gift Aid tax refunds | 25,589 | 5,939 | 31,528 | 34,049 |
| Income from gifts and donations | 145,147 | 32,221 | 177,368 | 200,574 |
| Recurrent grants (see below) | 0 | 12,912 | 12,912 | 12,219 |
| One-off grants (see below) | 1,244 | 7,750 | 8,994 | 23,218 |
| Grants and legacies | 1,244 | 20,662 | 21,906 | 35,437 |
| Total donations and legacies | 146,391 | 52,883 | 199,274 | 236,011 |
| Church activities | | | | |
| Church/hall rental to church-related hirers | 0 | 0 | 0 | 60 |
| Fees | 738 | 0 | 738 | 2,144 |
| Bookstalls and office services | 80 | 0 | 80 | 1,341 |
| Cafe and coffee shop income | 509 | 0 | 509 | 2,213 |
| Church events, youth clubs etc for which charges were made | 102 | 340 | 442 | 3,019 |
| | 1,429 | 340 | 1,769 | 8,777 |
| Other fund-raising activities | | | | |
| Church/hall rental to non-church hirers | 3,972 | 0 | 3,972 | 20,563 |
| Other | 66 | 100 | 166 | 1,227 |
| | 4,038 | 100 | 4,138 | 21,790 |
| Income from investments | | | | |
| Interest on deposit accounts | 162 | 0 | 162 | 530 |
| Total incoming resources | 152,020 | 53,323 | 205,343 | 267,108 |

During the year, the PCC took advantage of the Coronavirus Job Retention Scheme (furlough). Grants of £1,244 were received through this.

The PCC is very grateful for the following grants of £1,000 or more received during 2020. See also Note 14.

| | |
|---|--------|
| <u>Christ the Lord</u> | £ |
| Allchurches Trust | 2,250 |
| Community Trust | 10,000 |
| Congregational & General Charitable Trust | 2,700 |
| Gatwick Airport Community Trust | 1,800 |
| St John's Church Crawley | 3,000 |

Donations include £30,215 given by the Trustees

PCC of South Crawley
2020 Financial Review and Financial Statements

NOTE 3 - EXPENDITURE

| | Unrestricted Funds 2020 £ | Restricted Funds 2020 £ | Total Funds 2020 £ | Total Funds 2019 £ |
|---|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Raising funds | | | | |
| Obtaining grant and other funding (Note 7) | 838 | 0 | 838 | 768 |
| Church activities | | | | |
| <u>Missionary and charitable grants (Note 4)</u> | | | | |
| Overseas mission | 2,265 | 3,300 | 5,565 | 6,117 |
| Christian relief and development | 3,480 | 150 | 3,630 | 3,822 |
| Home mission and church societies | 3,165 | 0 | 3,165 | 3,408 |
| Secular charities and relief of the poor | 1,215 | 0 | 1,215 | 1,610 |
| | 10,125 | 3,450 | 13,575 | 14,957 |
| <u>Ministry costs</u> | | | | |
| Diocesan contribution (Notes 5, 14) | 88,942 | 12,912 | 101,854 | 101,864 |
| Clergy housing | 5,583 | 0 | 5,583 | 6,636 |
| Other clergy/ministry costs | 1,327 | 0 | 1,327 | 2,788 |
| Parish nurse (Christ the Lord) | 0 | 6,419 | 6,419 | 6,013 |
| | 95,852 | 19,331 | 115,183 | 117,301 |
| <u>Other church activity costs</u> | | | | |
| Building running and maintenance, small value furnishings and equipment | 19,332 | 0 | 19,332 | 26,711 |
| Building works over £500 (Note 6) | 2,141 | 0 | 2,141 | 96,385 |
| Equipment and furnishings costing over £500 (including depreciation of £1,600 - Note 9) | 2,245 | 0 | 2,245 | 1,050 |
| Services and worship | 1,654 | 522 | 2,176 | 4,113 |
| Evangelism, education and training | 1,175 | 0 | 1,175 | 1,286 |
| Bookstall and office service costs | 762 | 0 | 762 | 950 |
| Church event and clubs costs | 918 | 1,871 | 2,789 | 5,984 |
| Central office support | 10,684 | 0 | 10,684 | 14,664 |
| | 38,911 | 2,393 | 41,304 | 151,143 |
| <u>Total church activities</u> | 144,888 | 25,174 | 170,062 | 283,401 |
| Other | | | | |
| Independent examination & related costs (Note 7) | 4,440 | 0 | 4,440 | 4,440 |
| Total resources used | 150,166 | 25,174 | 175,340 | 288,609 |

PCC of South Crawley
2020 Financial Review and Financial Statements

NOTE 4 - MISSIONARY AND CHARITABLE GRANTS

The parish provides long-term support to certain missionaries with parish links. The individual church congregations select other recipients for giving on five "giving Sundays" held by each church. In addition, St Mary's gives one tenth of most Building fund donations to Kids Alive International (note 13).

| <u>The following received £1,000 or more in 2020:</u> | 2020 | 2019 |
|--|-------|-------|
| | £ | £ |
| Church Pastoral Aid Society (CPAS) - St Mary's & Holy Trinity | 2,265 | 2,338 |
| Easter Team - St Mary's & Holy Trinity | 1,215 | 1,285 |
| Kids Alive International - St Mary's | 4,800 | 5,000 |
| TEAR Fund - relief and development - St Mary's & Christ the Lord | 1,650 | 1,602 |

NOTE 5 - DIOCESAN CONTRIBUTION

In 2020 the parish pledged and paid £101,854 (2019: £101,864) to the diocese (Note 3), plus clergy fees assigned to the diocese of £1,753 (2019: £2,845). These contributions enable the diocese to pay for the cost of clergy stipends, pensions and housing; diocese training, ministry support and parish support services; and national church costs.

NOTE 6 - BUILDING WORKS

| Building works - major repairs, improvements and new building | 2020 |
|---|--------------|
| | £ |
| Holy Trinity: | |
| Repairs to lounge boiler | 594 |
| Spire | 1,245 |
| Faculty fee for stained glass window | 302 |
| | <u>2,141</u> |
| | |
| Total (Note 3) | <u>2,141</u> |

PCC of South Crawley
2020 Financial Review and Financial Statements

NOTE 7 - NON-APPORTIONED COSTS

1) Costs of fund-raising activities appear to be very low since the principle costs are building running costs and staff time, and there is no straightforward way to apportion these costs to "trading" fund-raising activities such as earning rental income from external organisations.

2) For the same reason the financial statements do not separately identify costs for cafe and coffee shop activities, undertaken as part of the church's outreach (rather than to raise funds).

3) Other costs are for independent examination and preparation of the accounts.

Total fees paid to the independent examiner comprise:

| | 2020 | 2019 |
|---|-------|-------|
| | £ | £ |
| Independent examination (£1,850 plus VAT) | 2,220 | 2,220 |
| Other fees (prepare accounts, payroll, corporation tax return) | 2,707 | 2,784 |

NOTE 8 - STAFF COSTS AND OTHER PAYMENTS AND BENEFITS

In 2020 the parish paid £16,427 in salaries and wages (2019: £18,454), with no employer's National Insurance (2019: £Nil) or pension contributions (2019: £Nil).

The average number of employees was 3 (2019: 4)

No employee was paid more than £60,000.

No PCC members were paid any remuneration for their services as PCC members. There were transactions with PCC members or those closely connected with them as follows:

Expenses: Under diocese guidelines, parish bodies paid work expenses of the three clergy PCC members, totalling £1,327 (2019: £2,158). The main expenses were travel, phone rental and broadband access, computer running costs, resource materials (e.g. books), training courses and occasional entertainment/hospitality. In addition, the PCC paid certain clergy housing costs (mainly council tax, water rates) totalling £5,583 (2019: £6,636), again under normal Church of England practice

NOTE 9 - FIXED ASSETS

| | Gross Book Value £ | Depreciation £ | Net Book Value £ |
|--------------------------------------|--------------------------|-------------------|------------------------|
| <u>Furnishings and equipment</u> | | | |
| At 1 January 2020 | 70,882 | (68,345) | 2,537 |
| Additions | 2,212 | | 2,212 |
| Depreciation charge in year (Note 3) | | (1,600) | (1,600) |
| At 31 December 2020 | 73,094 | (69,945) | 3,149 |

See Note 1 for assets not included in the accounts, and depreciation policies.

The PCC has a beneficial interest in the Holy Trinity church site and vicarage (legal title is held by the diocese). We have not valued this land because covenants require the diocese and PCC to use this land only for the church and vicarage, and there is no prospect of any other use or of the PCC realising any value from it. Valuation would be costly and of no benefit to readers of the accounts.

PCC of South Crawley
2020 Financial Review and Financial Statements

NOTE 10 - DEBTORS, PREPAYMENTS AND ACCRUED INCOME

| | 2020 | 2019 |
|--|---------------|---------------|
| | £ | £ |
| Debtors for goods or services supplied by the PCC | 0 | 1,761 |
| Other debtors | 259 | 0 |
| Prepayments of future year expenses | 8,982 | 747 |
| Accrued income (income tax refunds due on donations in year) | 8,479 | 8,220 |
| <i>Total</i> | <u>17,720</u> | <u>10,728</u> |

NOTE 11 - INVESTMENTS

| | |
|------------------------------|----------------|
| Listed investments | £ |
| At 1 January 2020 | 68,757 |
| Investments purchased - cost | 60,000 |
| Revalued - market value | <u>33,739</u> |
| At 31 December 2020 | <u>162,496</u> |

NOTE 12 - CREDITORS

| | 2020 | 2019 |
|---|---------------|--------------|
| | £ | £ |
| <u>Creditors due within one year</u> | | |
| Creditors for goods and services | 660 | 494 |
| Accrued expenses (2020 costs not ascertained at year-end) | 17,485 | 5,105 |
| | <u>18,145</u> | <u>5,599</u> |

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NOTE 13 - RESTRICTED AND DESIGNATED FUNDS

The following table includes restricted funds with over £2,000 balance at 31 December 2020, or with 2020 income of over £4,000.

| Major restricted funds | Balance at 1 Jan 2020 £ | Fund Income £ | Fund Outgoings £ | Transfers £ | Balance at 31 Dec 2020 £ |
|--|-------------------------------|---------------------|------------------------|----------------|--------------------------------|
| Central PCC: Arnold Bequest (Note 14) | 0 | 12,912 | (12,912) | 0 | 0 |
| St Mary's: Building Fund | 53,960 | 24,319 | 0 | 0 | 78,279 |
| St Mary's: Building Tithe (Note 4) | 2,351 | 2,702 | (3,300) | 0 | 1,753 |
| St Mary's: Messy Church | 1,774 | 781 | (457) | | 2,098 |
| St Mary's: Waddlers | 2,905 | 671 | (794) | 0 | 2,782 |
| Holy Trinity: Building Fund | 4,685 | 480 | 0 | 0 | 5,165 |
| Holy Trinity: Music Fund | 2,236 | 842 | 0 | 0 | 3,078 |
| Christ the Lord: Children | 2,283 | 0 | (54) | 0 | 2,229 |
| Christ the Lord: Lighting & windows | 1,608 | 4,050 | 0 | 0 | 5,658 |
| Christ the Lord: Parish Nurse | 4,442 | 4,567 | (6,420) | 0 | 2,589 |

Fund assets were entirely cash and accrued gift aid

St Mary's: The Building Fund was built up for church redevelopment (Note 6). 10% of donations are tithed (Note 4). The Waddlers fund supports the Waddlers toddler group, and the Messy Church fund supports Messy Church, an informal service for families. Both have been suspended since March 2020 due to the coronavirus restrictions. These are expected to resume as soon as it is safe to do so, at which point expenditure will increase and the fund balances will reduce in value.

Holy Trinity: The Building Fund has been built up over a number of years, mainly by allocating legacies and large gifts. It is for major repairs and renewals. This will be used in 2021 as part funding for roof repairs. The Music Fund receives regular donations to support the music in worship services, by providing hymnbooks and audio-visual equipment

Christ the Lord: The Children's Fund is used to support children's activities.

Christ the Lord: Following the 2018 Quinquennial Review, funds were raised to replace lighting and windows in the church. Grants and donations of £26,280 were received during 2018, 2019 and 2020, and work has been carried out at a cost of £20,622 to date. Further costs of £17,964 will be incurred in 2021, funded by grants of £12,700 and the existing fund balance.

Christ the Lord: The Parish Nurse fund pays for the salary of Juliette Williams together with additional costs of providing a parish nursing service such as training courses, annual Parish Nurse Coordination membership, and any medical equipment required.

| Major designated funds | Balance at 1 Jan 2020 £ | Fund Income £ | Fund Outgoings £ | Transfers £ | Balance at 31 Dec 2020 £ |
|---------------------------------|-------------------------------|---------------------|------------------------|----------------|--------------------------------|
| St Mary's: Ballard Legacy | 7,641 | 0 | 0 | 0 | 7,641 |
| St Mary's: The Gate Coffee Shop | 2,120 | 509 | (685) | 0 | 1,944 |

The balance sheet also includes **designated funds** of £11,280 (2019: £10,466). These are funds earmarked for specific purposes by the trustees, rather than by donors.

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The bulk of this relates to a legacy of £10,500 received by St Mary's Church during 2017, which has been set aside to cover additional items not included in the major building works. During 2018, this fund paid for the notice board. £7,641 remains at 31 December 2020.

All receipts from The Gate Coffee Shop have been designated by the trustees to providing all supplies and equipment needed to run the coffee shop.

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NOTE 14 - ARNOLD BEQUEST

The Arnold Bequest is a trust, controlled by the diocese, to further the religious and other charitable work of the Church of England in our parish, primarily by paying the rector's stipend and related employment costs, and secondarily by paying for other clergy or authorised lay workers in the parish, or maintaining the fabric of church buildings in the parish. Each year the diocese pays us the trust income for the previous year, which is currently used to fund part of the parish's contribution to the diocese, since the diocese pays the rector's stipend (see Note 5).

The funds of the Arnold Bequest trust are held for the benefit of the original parish of St Mary's, Southgate. The PCC have requested that the capital of the Arnold Bequest should be split between the new parishes of South Crawley and Furnace Green St Andrew, although this will need to be approved by the diocese, as trustees of the Arnold Bequest, and the Charity Commission. Since 2019, the Arnold Bequest paid the trust income directly to each parish.

Income received in 2020 was £12,912 (2019: £12,219). Income expected in 2021 is £9,350.

NOTE 15 - FUTURE COMMITMENTS AND POST BALANCE SHEET EVENTS

Commitments under £5,000 are not noted.

Christ the Lord has a commitment to completing the window replacement contract with Brighton Bifolds, at a cost of £17,964.

NOTE 16 - INDIVIDUAL CHURCH KEY FIGURES (UNRESTRICTED FUNDS)

Uncommitted reserves are unrestricted funds at the year end that are not represented by fixed assets or designated funds, and so are a measure of liquidity.

Running costs are unrestricted fund expenses other than capital expenditure on building works and depreciation on furniture and equipment over £500. The "running cost surplus" is the unrestricted fund income less running costs, and indicates the extent to which normal giving is sufficient to meet normal running costs.

| | Uncommitted Reserves £ | Uncommitted Reserves in months of running costs | Running cost surplus/ (deficit) £ |
|------------------------|------------------------------|--|--|
| St Mary's | 79,161 | 10.9 | 5,277 |
| Holy Trinity | 27,080 | 8.9 | (895) |
| Christ the Lord | 4,377 | 2.5 | (160) |
| Central PCC | 100,197 | 11.7 | 2,016 |
| Parish as a whole | <u>210,815</u> | 17.4 | <u>6,238</u> |
| Parish as a whole 2019 | 176,824 | 13.0 | 14,040 |

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NOTE 17 - ANALYSIS OF 2019 STATEMENT OF FINANCIAL ACTIVITIES

The Statement of Financial Activities shows the 2019 comparatives in a single column. The analysis of these comparatives into unrestricted and restricted funds is as set out below.

| | Unrestricted Funds | Restricted Funds | Total |
|---|-----------------------|---------------------|-----------------|
| | £ | £ | £ |
| INCOME FROM: | | | |
| Donations and legacies | 148,918 | 87,093 | 236,011 |
| Church activities | 7,110 | 1,667 | 8,777 |
| Other fund-raising activities | 20,788 | 1,002 | 21,790 |
| Investments | 530 | 0 | 530 |
| Total incoming resources | 177,346 | 89,762 | 267,108 |
| EXPENDITURE ON: | | | |
| Raising funds | 768 | 0 | 768 |
| Church activities | 169,160 | 114,241 | 283,401 |
| Other | 4,440 | 0 | 4,440 |
| Total resources used | 174,368 | 114,241 | 288,609 |
| Gains/(losses) on investments | 8,757 | 0 | 8,757 |
| Net income/(expenditure) | 11,735 | (24,479) | (12,744) |
| Transfers between funds | 3,272 | (3,272) | 0 |
| Net movement on funds | 15,007 | (27,751) | (12,744) |
| Balances brought forward at 1 January 2019 | 174,820 | 105,519 | 280,339 |
| Balances carried forward at 31 December 2019 | 189,827 | 77,768 | 267,595 |