

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST WILFRID, CHICHESTER

England & Wales · Charity number 1138423

Details

Other names ST WILFRID'S PCC

Status Registered

Legal form Previously excepted

Registered 2010-10-14

Register [View on the Charity Commission register](#)

Contact

Address 7 Durnford Close
Chichester
West Sussex
PO19 3AG

Phone 07376884702

Website www.stwilfrids.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all. Pastoral work, including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses and house groups. Taking of religious assemblies in school. Promoting the whole mission of the Church through provision of activities for senior citizens and families. Supporting other charities in the UK and overseas.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE WEST SUSSEX
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£117,555	£70,300	-	-
2023-12-31	£51,085	£80,680	-	-
2022-12-31	£141,597	£81,074	-	-
2021-12-31	£74,113	£77,369	-	-
2020-12-31	£68,203	£90,968	-	-

Trustees

Name	Role	Appointed
Phillip Mark Amey	Chair	2024-02-28
Amber Zoe Hope Simmons		2026-05-10
Caroline Edith Terry		2026-05-10
Diana Kathleen Brand		2023-04-30
Iain Frank Rubli		2024-05-05
Jeannette Knott		2023-04-30
Jennifer Foakes		2022-03-01
Karen Hilary Dimmock		2026-05-10
Kathryn Kellagher		2026-05-10
Lucy Vann		2022-09-14
MRS J SIMMONS		2012-05-05
Melanie Teasdale		2025-05-11
Nigel Wainwright		2025-05-11
Rebecca Polhill		2025-05-11

Accounts

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2024

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Website: www.stwilfrids.org.uk

Incumbent:
Fr Phillip Amey
The Vicarage, 7 Durnford Close, Chichester, PO19 3AG

Independent
examiner: Jennifer Houlton MAAT, Evans Weir, The Victoria, 25 St Pancras,
Chichester, PO19 7LT

Bankers: Barclays Bank PLC, 74 East Street, Chichester

St Wilfrid's, Parklands

Trustees Annual Report for 2024

Our aims and purposes as a charity

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in:

- promoting the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- promoting in the parish the whole mission of the church – pastoral, social, evangelistic and ecumenical;
- knowing Jesus better and making Him better known; and
- offering practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay.

The PCC has maintenance responsibilities for St Wilfrid's Church and Community Hall Complex, Durnford Close, Chichester, PO19 3AG. In addition, the new Vicarage in Durnford Close was completed in February 2021, and the PCC is responsible for the upkeep.

What we planned to do to achieve our charitable objectives

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

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

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

- Enabling as many people as possible to worship at our church and supporting our new incumbent as they begin their ministry in the parish
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Considering how services can be inclusive to our whole parish and the different demographics that attend church services
- Putting faith into practice, through prayer and scripture, music, and sacrament
- Offering worship and prayer, learning about the Gospel
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through the provision of fayres and seasonal meals and events
- Maintaining the fabric of the church building and its communal church hall

What we achieved and how we affected beneficiaries' lives

Attendance at worship

St Wilfrid's church welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice, and it is our great pleasure to welcome anyone from all walks of life to take part in the life of

the church. We also welcome a number of families who have the intention of sending their children to Bishop Luffa School.

At the end of 2024, there were 120 parishioners on the Church Electoral Roll. Of these, 53 reside in the parish and 67 reside outside of the parish. Lucy Vann acted as our Electoral Roll Officer during the year. The average regular weekly attendance, counted during October, was 60 adults and 15 children. Over the course of the year, we maintained a good service attendance, and it was a pleasure to once again welcome new families to St Wilfrid's.

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Christmas	105	73	97	109	61	61	26	21	21	109	63
Easter	133	133	104	101	95	120	-	63	90	107	111
Average Week, October	130	105	117	96	103	90	54	51	113	68	75
Usual Sunday	95	81	92	74	73	64	-	-	93	65	60
Worshipping Community	154	148	135	130	116	114	74	66	150	109	75

We look to encourage the deepening of faith for all ages, and alongside our regular services there is a Junior Church run by a dedicated group of volunteers and a monthly family service in which children are encouraged to participate.

February 2024 saw the licensing of The Reverend Phillip Mark Amey as Priest-in-Charge of St Wilfrid's and Chaplain to Bishop Luffa School by The Right Reverend Martin Warner, Bishop of Chichester, with the installation by The Venerable Luke Irvine-Capel, Archdeacon of Chichester. The service was very well attended, with the headteachers of Bishop Luffa School and Parklands Community Primary School both present. Fr Phillip was a navy chaplain, based at St Ann's in Portsmouth dockyards. He has previously been a parish priest in Southsea and Purbrook, and prior to his ordination, Fr Phillip was a social worker.

In March, the Paschal Triduum of Easter and Holy week was celebrated with reverence and sacramental beauty, whilst members of the Church of the Holy Spirit Southsea joined us for our May Devotion to the Blessed Virgin Mary. The month of June saw our Corpus Christi procession and Bishop Alan Chesters celebrating 61 years as a priest, plus a Deanery Day focused on integrating both children and families into our churches and the care of the environment into church life.

During October, St Wilfrid's celebrated its Harvest Festival and welcomed Parklands Community Primary School for their own such festival. Both events saw a collection for Stonepillow, a registered charity in Chichester helping prevent homelessness and empowering homeless people to transform their lives, for which we received many donations. The patronal festival in October was a well-attended service, followed by cake and drink in the hall.

The format for services at St Wilfrid's changed considerably following the introduction of AV screens to replace pew sheets. This added a new dimension to our worship as we are able to use pictures, video and sound, as well as words, and continues to enhance the act of worship. However, in order to allow information to be distributed in a different format and taken home by the congregation, the decision was made by the PCC in November 2024 to re-introduce weekly pew sheets, which will be used in addition to the AV screens.

Christmas is a very special time of celebration where many sections of the community come together to join in the services. Children and adults alike join in, and memories are made. As well as offering a traditional Carols and 9 Lessons service, Christmas Eve saw us welcome the community to a well-attended Crib service, with Junior Church members performing the Nativity, and a Midnight Mass. Of note, a Christingle service was also held, but not until early January.

Our Sunday morning congregation remains steady, with families and younger people in attendance. These groups are considered essential to nurture in the faith as they are the future stones on which St Wilfrid's will be built.

Wednesday morning services have a faithful group of regular attendees made up of more senior members of our community. They show a great level of commitment to St Wilfrid's, of which we are very grateful. They are the foundation on which we continue to build the church, and we thank them for their time, energy and prayers in the time they have been attending St Wilfrid's.

Teaching, baptising, and nurturing new and existing believers

It was with great delight that we celebrated the baptism of two individuals during the year, plus there were two funerals held in church and three at a local crematorium. The confirmation in July at Chichester Cathedral of two candidates from St Wilfrid's, who are now fully fledged members of the Anglican communion. It has been a privilege to see them grow in faith and go on to be active members of our community.

Junior Church ran throughout the year, under the leadership of Amber Simmons. We are delighted to be offering the children a tailored worship session during the service in the church hall, learning through activities to nurture children and young people in their faith using arts and crafts, games, and cookery. Our secondary school children are undertaking the role of helpers to help guide and support during these worship sessions, giving them the opportunity, confidence and skills to grow as Christians. We are very grateful to those members of the congregation who have recently joined the team responsible for running the Junior Church sessions. The dedication of this team is much appreciated and allows Junior Church to run.

There were no significant safeguarding issues during the year.

In 2024, the safeguarding team:

- safely recruited new Junior Church volunteers;
- ensured that there is safeguarding guidance available to all church members in the form of the Church of England's safeguarding handbook, with a hard copy in the church;
- ensured the Junior Church safeguarding paperwork is up to date and there is information available for parents about how to keep their children safe in church; and
- produced guidance for church members who help friends as part of their Christian service.

The team is currently in the process of ensuring all church members who volunteer for the church in any capacity have the correct level of safeguarding training.

Evangelism and outreach

St Wilfrid's is situated in close proximity to Parklands Community Primary School, with which we look to encourage a strong relationship. A number of children from the school attend our service on a Sunday, plus a larger group were in church during October for their Harvest thanksgiving. St Wilfrid's is also fortunate to have Bishop Luffa School within the parish and has the benefit of our priest, Fr Phillip Amey, holding the position of Chaplain to the school. St Wilfrid's has also identified an opportunity to engage with the new housing estate that lies within the parish boundaries, Minerva Heights, and its people.

In 2024, a host of fundraising activities were held, spearheaded by a strong and dedicated team of volunteers. Three fayres were held, in spring and summer and at Christmas, which provided an opportunity for the church to come together, welcome in the wider Parklands community and raise all-important funds. Additional activities included cream teas during the summer and a bingo night in November.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving. Two funerals and two baptisms were held during the year, plus the church was opened for the Sussex Historic Churches Trust’s annual Ride and Stride event in September.

In 2024, the hall continued to be used by the regular hirers from previous years. This included use as a site for COVID and flu vaccinations, providing a much-needed resource for the local community and raising additional income for the church. It is anticipated that this service will be repeated in 2025, dependent upon the national vaccination programme continuing.

The timetable below (correct as of February 2025) shows the hall is booked almost to capacity. The weekends do not have regular bookings but are the most popular days of the week for ad-hoc bookings and allow the hall to be used for church activities, which are likely to fall on a weekend.

		MORNING	AFTERNOON		EVENING
MONDAY	HALL	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*	RAINBOWS* 16:15-17:45	STRICTLY DANCING 19:25-21:40
	COMMITTEE ROOM	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*		
TUESDAY	HALL	NURSERY 8:00-12:30*	BINGO 13:30-15:30		CAOS 19:30-22:00
	COMMITTEE ROOM	NURSERY 8:00-12:30*			
WEDNESDAY	HALL	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*	BROWNIES* 17:00-19:15	CHICHESTER COUNTRY DANCE GROUP 19:30-21:30
	COMMITTEE ROOM	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*		
THURSDAY	HALL	NURSERY 8:00-12:30*	THURSDAYS CLUB 13:00-16:00	SLIMMING WORLD 16:30-20:30	
	COMMITTEE ROOM	NURSERY 8:00-12:30*			
FRIDAY	HALL	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*		CAOS 19:30-22:00
	COMMITTEE ROOM	NURSERY 8:00-12:00*	NURSERY 12:00-16:00*		CAOS 19:30-22:00
SATURDAY	HALL				SERENITY** 18:30-20:30
	COMMITTEE ROOM				
SUNDAY	HALL	CHURCH 8:00-12:30			
	COMMITTEE ROOM				

*Term time only

**Usually once monthly

In 2024, after carrying out research at a local church, the decision was made by the PCC to pay for access to Hallmaster’s online booking and invoicing system. This system now generates our invoices and can be used by both regular and new hirers of the hall to make/request bookings. All future bookings for each of our hall and small conference rooms are easily viewed via our website (www.stwilfrids.org.uk), which aims to make it easier for potential hirers to find information about the hall, hire charges and how to get in contact with us to book.

Some of the church activities that the hall was used for in 2024 included the Patronal celebration and spring, summer and Christmas fayres, as well as regular tea and coffee after church services on a Sunday.

In October, St Wilfrid’s hosted the Annual Deanery Finance Meeting. St Wilfrid’s has made a pledge of £40,000 for the 2025 Parish Share, an increase from the £36,750 pledged for the previous year, despite the parish being under significant financial constraint.

The quinquennial inspection carried out by St Wilfrid's Inspecting Architect in August 2023 continues to be used as a basis for planning future work. The PCC identified the windows and doors of the church building as needing repair/replacement, and quotes have been sought for this. Grant funding for at least a portion of the work has also been investigated, with a view to getting the front doors replaced and repairs made to the large south side window in 2025. Work to clear blocked gutters and moss from the roof of the church was undertaken in early January 2024.

Spatial reordering of the church building and future projects

The PCC continues to consider plans to modernise and improve the site, including the addition of new toilet facilities that cater to the needs of worshippers whilst the hall building is being used by others, and the potential benefits of works such as replacing the heating system, improving insulation and installing solar panels. Any plans will be dependent upon the future finances of the church and/or any available funding.

Provision of pastoral care for people living in the parish

St Wilfrid's pastoral care continues. This becomes ever more important as members of the congregation age and may come to rely more on friendship and support.

St Wilfrid's continues to pray for the sick and deceased during our weekly act of worship. This is also facilitated through our weekly newsletter. For those who are unable to attend church services due to illness or other circumstances, Home Communion is offered.

Provision of tangible support to the poor and needy

St Wilfrid's continues to be an active giver to several charities, including Stonepillow and Chichester Foodbank. We held various collections in 2024, and these charities are very grateful for our contributions. During our Harvest Festival, Stonepillow received a bumper collection.

Tea, coffee and biscuits continue to be offered for free after our services, with the option to contribute a donation of any size towards this.

In 2024, payments to charities included £135 to The Children's Society and £120 to Christian Aid. A sum of £305 was paid to the Bishop's Discretionary Fund, raised via a collection at Fr Phillip's licensing.

Other charitable giving

At this time, St Wilfrid's is not financially in a position to support additional charitable causes, but in future will seek opportunities as agreed by the PCC.

Special thanks and gratitude from the Churchwardens

In early 2024, St Wilfrid's had the great pleasure of welcoming Fr Phillip Amey as our new Priest-in-Charge. Fr Phillip has settled in very well and brings much wisdom, experience and enthusiasm to the parish, all of which provides the church with a very bright outlook for the future. It is a pleasure to see the number of people in attendance at our services remaining steady, with our community deepening in strength and knowledge, plus new families experiencing worship.

During the year, Dr Simon Hawkes continued to kindly assist with Sacristan duties, and we express our gratitude to him for this.

Sandy Kellagher and Barry Newton regularly play the organ as part of the Sunday service at St Wilfrid's, in addition to one-off events, and our sincere thanks are given to them both for this. We would also like to thank Jenny, Amber, Jayne, Becky, Jo, Helen and Kathryn for their loyal commitment to the choir during the year. Anyone who likes singing will always be welcome to join.

Our flower team, headed by Val Redford, continues to create stunning floral arrangements that reflect the seasons and the liturgical calendar of the year. We offer them great thanks for their continued commitment.

In May, Jo Simmons stepped down as churchwarden and we would like to express our utmost gratitude to Jo for her considerable period of service in this role, which included seeing the church through a period of vacancy.

Following the APCM, a new PCC was formed, with Katherine Thorpe continuing as PCC Secretary. Newly elected PCC members included Iain Rubli and Jas Osborne. Katherine stepped down as Secretary in late 2024 and we thank her for her time spent in the role. St Wilfrid's has since welcomed Justine Stamp as our new PCC Secretary, and we are very grateful to her for agreeing to fill this important position.

With Junior Church continuing to attract an encouraging number of members, our gratitude goes out to all of the Junior Church volunteers, without whom this would not happen.

Additionally, we wish to thank Jenny Foakes for her work as Parish Safeguarding Officer, with Christine Gay acting alongside her as Deputy Safeguarding Officer.

Our thanks also go to our treasurer, Iain Rubli, for all he does in this very busy and important role. Iain's assistance and commitment to St Wilfrid's is a true blessing.

During the year, Karen Dimmock became our Hall Manager. Karen brings considerable knowledge and experience to this role, which includes the management of the hall bookings, contracts, invoicing and maintenance, and we are incredibly grateful to Karen for her continued commitment to the church. Jas Osborne and Kealey Goldie previously managed the tasks and responsibilities for the hall, and St Wilfrid's expresses heartfelt thanks to them for all they did in this busy role.

We would also like to thank all those who work hard on organising and running the various fundraising events at St Wilfrid's, and in particular Catherine Beddoes and Melanie Teasdale. These events play a key part in supporting the church's finances and efforts to engage the local community.

We look forward to working in partnership with all of our trustees and volunteers in 2025 as we continue to build God's church in Parklands.

Financial Review

The total receipts in 2024 were £79,723, which is an increase of £28,638 compared to 2023. The total paid on all funds within 2024 was £70,300, which is a decrease of £10,380 compared to 2023. This is detailed in the Financial Report.

Income

Room/Hall hiring fees increased by £9,016. Planned giving decreased by £800. The proceeds from the spring, summer and winter fayres as well as other activities (see Summary section below for details), less costs, amounted to £5,411.

Expenditure

The largest expenditure of the PCC in 2024 was the sum of £36,750 paid to the Diocese to cover ministry costs (up from £35,000 in 2023). This amount covers the housing, stipend and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. As per the financial arrangements for clergy, the parish covers the council tax, water and phone expenses of the incumbent which amounted to £3,895, up from £305 in 2023 due to the vacancy between Fr Mills and Fr Amey ending.

Summary

There were three church fayres (Spring, Summer and Christmas) held in 2024, as well as other activities such as cream teas in the summer and a bingo night held in November to help raise more funds.

RESERVES POLICY

It is PCC policy to maintain a balance on the general unrestricted funds which equates to at least six months' worth of unrestricted payments as contingency against unforeseen situations. The 2023 balance of £55,000 has

been maintained in 2024 and can be undesignated by the PCC as necessary.

This designated fund is for the purpose of improvements to the church and hall buildings which are still being planned.

Structure, governance, and management of the charity

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

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

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

Ex Officio Members

Incumbent:	The Revd Phillip Amey	Chair (from February 2024)
Churchwardens:	Mrs J Simmons	(until May 2024)
	Miss L Vann	
	Mrs J Knott	(from May 2024)
Reader:	Mrs J Foakes	

Elected Members

Mrs C Beddoes	
Mrs C Clarke	
Mrs J Gale	
Mrs N Gale-Chambers	
Mrs C Gay	
Mrs G Godfrey	
Mx J Osborne	(from May 2024)
Mrs J Knott	(until May 2024)
Mr I Rubli	Treasurer* (from May 2024)
Mrs K Thorpe	PCC Secretary#
Mr N Woods	(until January 2024)

Co-Opted Members

Canon J Dunn	Chairman (until January 2024)
Mx J Osborne	(until May 2024)

Deanery Synod Representatives

Mrs J Simmons
Mrs D Brand
Mrs J Knott

#Katherine Thorpe acted as PCC Secretary until stepping down and being replaced in November 2024 by Justine Stamp, who attends PCC meetings as a non-PCC member for the purpose of recording attendance and minute taking.

**Iain Rubli became Treasurer in November 2023, following a vote by the PCC, and was invited to subsequent PCC meetings as a non-PCC member for the purpose of providing a Treasurer's Report. Iain then became an elected member of the PCC at the APCM in May 2024.*

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Fr Phillip Amey, PCC Chairman

P. Amey

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Date 03/05/2025

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Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2024

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Summary of Financial Receipts and Payments

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

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2024</i>	<i>Total All Funds 2023</i>	Notes
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	32,975	-	-	-	32,975	15,896	
Fees for weddings & funerals	375	-	-	-	375	201	
Other trading activities	42,950	-	-	-	42,950	34,116	
Investments	1,175	-	37,832	-	39,007	872	
Other receipts	2,248	-	-	-	2,248	-	
Total received	79,723	-	37,832	-	117,555	51,085	
Expenditure on:							
Cost of raising funds	71	-	-	-	71	247	
Charitable costs	48,379	-	104	-	48,483	54,914	
Trading costs	17,041	-	-	-	17,041	23,305	
Other payments	4,705	-	-	-	4,705	2,213	
Total paid	70,196	-	104	-	70,300	80,680	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	9,527	-	37,728	-	47,255	(29,594)	
Transfers between funds			-	-	-	-	
Net movement in funds	9,527	-	37,728	-	47,255	(29,954)	
Bank accounts at 1 January	54,025	55,000	7,536	-	116,561	146,155	1
Bank accounts at 31 December	63,552	55,000	45,264	-	163,816	116,561	

St Wilfrid's Church, Parklands registered charity number 1138423

Statement of Assets and Liabilities

Our financial position at the year-end was

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total All Funds</i>	<i>Total All Funds</i>	Notes
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Assets:							
Church Deposit Account (Barclays)	449	-	-	-	449	443	
Church Deposit Account (Nationwide)	1,127	26,555	-	-	27,682	26,556	
Church Current Account No 1	57,468	28,445	7,432	-	93,345	86,039	
Church Hall Business Saver Account	1,571	-	-	-	1,571	1,548	
Church Hall Community Account	2,937	-	-	-	2,937	1,976	
CCLA	-	-	37,832	-	37,832	-	1
Total bank and deposit accounts	63,552	55,000	45,264	-	163,816	116,561	
Cash	-	-	-	-	-	-	
Total bank and deposit accounts	-	-	-	-	-	-	
Gift Aid recoverable	1,016	-	-	-	1,016	2,984	2
Wedding & Funeral Fees not yet received	-	-	-	-	-	-	
Church Hall Debtors	-	-	-	-	-	6,738	
Christmas Fayre takings	-	-	-	-	-	1,378	
Reimbursement of Clergy expense claims	-	-	-	-	-	1,611	
Income/donations not yet banked	-	-	-	-	-	2,007	
Debtors	1,016	-	-	-	1,016	14,717	
Fixed Interest Income Shares	-	-	-	-	-	575	
Investment assets at market value	-	-	-	-	-	575	
Total assets	64,568	55,000	45,264	-	164,832	131,853	
Liabilities:							
Unpresented payments	-	-	-	-	-	120	
Covering Clergy expense claim	-	-	-	-	-	136	
Fees weddings & funerals	-	-	-	-	-	1,726	
Total liabilities	0	-	-	-	0	1,982	

1. Monies transferred in 2021 from the (now dissolved) charity called the St Wilfrids Parish Hall Trust (charity number 234376). This transfer is noted at footnote 11 of the 2021 Annual Financial Report for St Wilfrid’s Church Parklands. However, these monies, which are invested in the CCLA COIF Charities Investment Fund Inc, were mistakenly omitted from the 2023 Annual Financial Report.
2. Gift Aid is recoverable on donations received from 1 October 2024 up to year end, since the last claim was submitted on 20 November 2024, which covered donations to 30 September 2024.
3. Gift Aid recovered in an amount of £8,335 (see Notes to the Financial Report, below) consists of
 - a. £2,870 recovered in respect of donations from 1 April 2022 to 31 December 2022;
 - b. £3,281 recovered in respect of donations in 2023; and
 - c. £2,184 recovered in respect of donations from 1 January 2024 to 30 September 2024.

This Financial Report for the year ended 31st December 2024, including the notes following, was approved by the PCC, and signed on its behalf by Fr Phillip Amey, PCC Chairman:

P. Amey

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03/05/2025

Date

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received

	Unrestricted		Restricted	Endowed	Total All Funds	Total All Funds
	General	Designated				
	Fund	Funds	Fund/s	Fund/s	2024	2023
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	7,305	-	-	-	7,305	7,940
Planned giving (no tax refunds)	3,425	-	-	-	3,425	3,590
One-off and ad hoc donations	13,775	-	-	-	13,775	4,366
Special appeals	135	-	-	-	135	-
Gift Aid recovered	8,335	-	-	-	8,335	-
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Donations and legacies	32,975	-	-	-	32,975	15,896
Fees for weddings & funerals	375	-	-	-	375	201
Charitable activities	375	-	-	-	375	201
Proceeds of events with trading/sales	5,411	-	-	-	5,411	2,631
Small items sales (coffee/candles/Bible study notes etc)	527	-	-	-	527	311
Room/hall hiring fees	40,250	-	-	-	40,250	31,174
Restricted Funds (see Summary)	-	-	-	-	-	-
Other trading activities	42,950	-	-	-	42,950	34,116
Bank & CBF deposit interest	1,175	-	-	-	1,175	858
CBF investment fund dividend	-	-	-	-	-	15
Letting of investment property	-	-	-	-	-	-
Investments	1,175	-	-	-	1,175	872
Other receipts	2,248	-	-	-	2,248	-
Total received on all funds	79,723	-	-	-	79,723	51,085

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

4. Analysis of total paid:

	Unrestricted		Restricted	Endowed	Total All Funds 2024	Total All Funds 2023
	General	Designated				
	Fund	Funds				
	£	£	£	£	£	£
Cost of fundraising activities/events	71	-	-	-	71	247
Other appeals expenses	-	-	-	-	-	-
Cost of raising funds	71	-	-	-	71	247
Charitable grants and donations	55	-	-	-	55	30
Parish share to Chichester Diocese	36,750	-	-	-	36,750	35,000
Payments to clergy/Readers to be reimbursed	569	-	-	-	569	1,475
Salaries and honoraria incl NI	5,023	-	-	-	5,023	4,937
Clergy and other people's expenses	-	-	-	-	-	305
Sunday school/Children's work	-	-	-	-	-	-
Costs of church services	580	-	-	-	580	956
Printing & photocopying	-	-	-	-	-	-
Church utilities bills	540	-	-	-	540	913
Other regular church running costs	1,512	-	-	-	1,512	1,877
Church maintenance & redecoration	1,440	-	-	-	1,440	1,770
Churchyard upkeep	74	-	-	-	74	69
Major repairs	-	-	-	-	-	2,548
Insurance	1,033	-	-	-	1,033	1,017
IT equipment	-	-	-	-	-	-
Equipment and Machinery	471	-	-	-	471	4,626
Examiner's and other financial fees	-	-	-	-	-	-
Charitable costs	48,379	-	-	-	48,379	54,914
Costs of events with trading/sales	-	-	-	-	-	-
Quinquennial inspection	-	-	-	-	-	2,491
Buildings maintenance	1,140	-	-	-	1,140	3,740-
Hall maintenance & redecoration	-	-	-	-	-	-

Church Hall utilities	12,250	-	-	-	12,250	13,591
Church hall running costs (other)	3,486	-	-	-	3,486	3,258
Other trading costs	165	-	-	-	165	226
Trading costs	17,041	-	-	-	17,041	23,305
Other payments	4,705	-	104	-	4,809	2,213
Total paid on all funds	70,196	-	104	-	70,300	80,680

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

5. Payments to PCC employees:

Staff costs

	2024	2023
	£	£
Wages, salaries, and honoraria	5,023	4,937
Employer National Insurance	-	-
Employer pension contributions	-	-
	5,023	4,937

6. The PCC had one employee, a cleaner for the whole of the year.

7. Payments were made to six people as reimbursement of expenses relating to purchase of a new defibrillator, to a new first aid kit and to supplies for both the hall and the church.

8. Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

Restricted funds are not invested permanently but are to be spent within reasonable timescales

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The summary of all funds appears on the next page

Notes to the Financial Report

Statement of funds					
	Balances b/fwd 1 Jan 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
Childrens Activities Fund	613	-	-	-	613
Flower Fund	290	-	104	-	186
Share and Care Fund	225	-	-	-	225
Homeless Lunch Fund	136	-	-	-	136
Pascal Candle Restricted Fund	17	-	-	-	17
Building Works Fund	6,255	-	-	-	6,255
CCLA COIF Charities Investment Fund	-	-	-	-	37,832
Total of all restricted funds	7,536	-	104	-	45,264
Designated Church Building Fund	55,000	-	-	-	55,000
Total of all designated funds	55,000	-	-	-	55,000
General fund	66,761	-	-	-	64,568
Total of all unrestricted funds	66,761	-	-	-	64,568
Total funds	129,297	-	-	-	164,832

9. The following charitable grants/donations were made during the year:

Bishops Discretionary Fund	305.65	(collection for licensing of Fr Phillip Amey)
Church Urban Fund	30.00	
Christian Aid	120.00	(appeal donations from Sunday Services)
Children's Society	135.00	(appeal donations from Sunday Services)
Sussex Historic Churches Trust	261.00	(Ride and Stride Fundraising)
TOTAL	851.65	

10. The PCC holds 470 units in the CCLA CBF Church of England Short Duration Bond Fund. Value at 31 December 2024: £701.

11. Related Parties - Teddy Wilf's Nursery School is a nursery under the management of Megan Clark. Teddy Wilf's hires the church hall on a regular basis.

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2024

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Wilfrid's, Parklands, on the annual report for the year ended 31st December 2024 set out on pages 9 to 17.

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 CAPITALS JENNIFER HOULT

Date 15/04/2025

Relevant professional qualification(s) or body FMAAT
if any

Examiner's address Evans Weir, 25 St Pancras, Chichester, PO19 7LT

EVANS WEIR
Chartered Accountants
The Victoria
25 St. Pancras
Chichester PO19 7LT

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2024

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

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Accounts

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2023

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Website: www.stwilfrids.org.uk

Incumbent: Fr Phillip Amey
The Vicarage, 7 Durnford Close, Chichester, PO19 3AG

Independent examiner: Jennifer Hoult MAAT, Evans Weir, The Victoria, 25 St Pancras,
Chichester, PO19 7LT

Bankers: Barclays Bank PLC, 74 East Street, Chichester (PCC Account and
Hall Account; The Ladies Group Account is held with Lloyds TSB
PLC, 33 High Street, Bognor Regis)

St Wilfrid's, Parklands

Trustees Annual Report for 2023

Our aims and purposes as a charity

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in:

- promoting the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- promoting in the parish the whole mission of the church – pastoral, social, evangelistic and ecumenical;
- knowing Jesus better and making Him better known; and
- offering practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay.

The PCC has maintenance responsibilities for St Wilfrid's Church and Community Hall Complex, Durnford Close, Chichester, PO19 3AG. In addition, the new Vicarage in Durnford Close was completed in February 2021, and the PCC is now responsible for the upkeep.

What we planned to do to achieve our charitable objectives

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

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

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

- Enabling as many people as possible to worship at our church by maintaining services in the absence of an incumbent
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Considering how services can be inclusive to our whole parish and the different demographics that attend church services
- Putting faith into practice, through prayer and scripture, music, and sacrament
- Offering worship and prayer, learning about the Gospel
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through the provision of fayres and seasonal meals and events
- Maintaining the fabric of the church building and its communal church hall

What we achieved and how we affected beneficiaries' lives

Attendance at worship

St Wilfrid's church welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice, and it is our great pleasure to welcome anyone from all walks of life to take part in the life of

the church. We also welcome a number of families who have the intention of sending their children to Bishop Luffa School as church attendance is a requirement of entry.

At the end of 2023, there were 121 parishioners on the Church Electoral Roll. Of these, 54 reside in the parish and 67 reside outside of the parish. Lucy Vann acted as our Electoral Roll Officer during the year. The average regular weekly attendance, counted during October, was 53 adults and 15 children. Over the course of the year, we maintained a good service attendance, and it was a pleasure to once again welcome new families to St Wilfrid's.

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Christmas	105	105	73	97	109	61	61	26	21	21	109
Easter	155	133	133	104	101	95	120	-	63	90	107
Average Week, October	128	130	105	117	96	103	90	54	51	113	68
Usual Sunday	95	95	81	92	74	73	64	-	-	93	65
Worshipping Community	-	154	148	135	130	116	114	74	66	150	109

We look to encourage the deepening of faith for all ages, and alongside our regular services there is a Junior Church run by a dedicated group of volunteers and a monthly family service in which children are encouraged to participate.

Early 2023 saw the departure of Fr Stephen Mills from St Wilfrid's. Nevertheless, the Paschal Triduum of Easter and Holy week was celebrated with reverence and sacramental beauty.

The format for services at St Wilfrid's changed considerably following the introduction of AV screens to replace pew sheets. This has continued to add a new dimension to our worship as we are able to use pictures, video and sound, as well as words. This has been well received and continues to enhance the act of worship.

During October, St Wilfrid's celebrated its Harvest Festival and held a collection for the Chichester Foodbank, for which we received many donations. The patronal festival in October was a well-attended service, followed by cake and drink in the hall.

Christmas is a very special time of celebration where many sections of the community come together to join in the services. Children and adults alike join in, and memories are made. As well as offering a traditional Carols and 9 Lessons service, this year we were once again able to welcome the community to a well-attended Crib service on Christmas Eve, with Junior Church members performing the Nativity. Of note, a Christingle service was also held, but not until early January.

Our Sunday morning congregation remains steady, with families and younger people in attendance. These groups are considered essential to nurture in the faith as they are the future stones on which St Wilfrid's will be built.

Wednesday morning services have a faithful group of regular attendees made up of more senior members of our community. They show a great level of commitment to St Wilfrid's, of which we are very grateful. They are the foundation on which we continue to build the church and we thank them for their time, energy and prayers in the time they have been attending St Wilfrid's.

Teaching, baptising, and nurturing new and existing believers

It was with great delight that we celebrated the baptism of five members of the congregation at St Wilfrid's in May, followed by the confirmation at Chichester Cathedral in June of 13 candidates, who are now fully fledged members of the Anglican communion. It has been a privilege to see them grow in faith and go on to be active members of our community by serving the church in a number of ways, and we thank Fr Reji Singh for his help in preparing the candidates.

During the year, Dr Simon Hawkes kindly assisted with Sacristan duties, and we express our gratitude to him for this.

Sandy Kellagher regularly plays the organ as part of the Sunday service at St Wilfrid's, in addition to one-off events, and our sincere thanks are given to him for this. Barry Newton also acted as organist at various services throughout the year and is anticipated to play more regularly in 2024.

We would like to thank Amber, Jenny, Jayne, Becky and John for their loyal commitment to the choir during the year. Anyone who likes singing will always be welcome to join.

Our flower team, headed by Val Redford, continues to create stunning floral arrangements that reflect the seasons and the liturgical calendar of the year. We offer them great thanks for their continued commitment.

In April, Lucy Vann was elected as churchwarden, joining Jo Simmons in this role, and we express our gratitude to Justin Redford for his period of service as churchwarden. Diana Brand, Jeanette Knott and Jo Simmons were elected as Deanery Synod representatives, with thanks given to the outgoing representative Joan Gale, who remains an elected member of the PCC.

Following the APCM, a new PCC was formed, with Katherine Thorpe as PCC Secretary. Newly elected PCC members included Carolyn Clarke, Georgina Godfrey, Jeanette Knott and Neil Woods. Jas Osborne and Fr Jack Dunn joined the PCC as co-opted members following the APCM, the latter acting as an additional sequestrator and Chair of the PCC.

Following the resignation of our treasurer, William Freemantle, in January 2023, Sue Whitmore-Jones kindly carried out this role once again whilst a replacement was sought. A long-time member of the congregation, Iain Rubli, took over the role of treasurer in late 2023.

In October, the Annual Deanery Finance Meeting was held at St Wilfrid's, with Jo Simmons and Fr Jack Dunn in attendance. St Wilfrid's has pledged 5% more for the 2023-2024 Parish Share compared to its pledge for 2022-2023, despite the parish being under significant financial constraint.

Junior Church ran throughout the year, under the leadership of Amber Simmons. We are delighted to be offering the children a tailored worship session during the service in the church hall, learning through activities to nurture children and young people in their faith using arts and crafts, games, and cookery. Our secondary school children are undertaking the role of helpers to help guide and support during these worship sessions, giving them the opportunity, confidence and skills to grow as Christians.

Additionally, we wish to thank Jenny Foakes for her role as Parish Safeguarding Officer, with Christine Gay becoming Deputy Safeguarding Officer during the year. Jenny has worked closely with the team to ensure all staff and volunteers are acting in a position of trust, and there were no significant safeguarding issues during the year that Jenny is aware of. The team has followed the Church of England's Safer Recruitment guidance in recruiting new Junior Church volunteers and is currently conducting a review of all St Wilfrid's safeguarding processes.

Evangelism and outreach

St Wilfrid's is situated in close proximity to Parklands Community Primary School, with which we look to encourage a strong relationship. A number of children from the school attend our service on a Sunday, plus a larger group were in church during October for their Harvest thanksgiving. St Wilfrid's is also fortunate to have Bishop Luffa School within the parish and in 2024 will have the benefit of our new priest, Fr Phillip Amey, holding the position of Chaplain to the school. St Wilfrid's has also identified an opportunity to engage with the new housing estate that lies within the parish boundaries, Minerva Heights, and its people.

In 2023, we held both a summer fayre and a Christmas fayre, which provided an opportunity for the church to come together, welcome in the wider Parklands community and raise all-important funds. We would like to thank those who worked hard in organising and running these events, and in particular Catherine Beddoes and Melanie Teasdale.

Provision of the church building for people to enjoy

The hall continues to be used by the regular hirers from previous years. The hall and church were once again used for COVID vaccinations during 2023, providing a much-needed resource for the local community and raising additional income for the church. It is anticipated that this service will be repeated in 2024, dependent upon the national vaccination programme continuing.

The timetable below shows the hall is booked almost to capacity. The weekends do not have regular bookings but are the most popular days of the week for ad-hoc bookings and allow the hall to be used for church activities, which are likely to fall on a weekend.

	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	
MONDAY	NURSERY (08:00 - 16:00)						RAINBOWS (16:15 - 17:15)			STRICTLY DANCING (18:30 - 21:30)					
TUESDAY	NURSERY (08:00 - 12:30)				BINGO (13:30 - 15:30)					CAOS (19:30 - 22:00)					
WEDNESDAY	NURSERY (08:00 - 16:00)									BROWNIES (17:30 - 19:00)		STRICTLY DANCING (19:30 - 21:30)			
THURSDAY	NURSERY (08:00 - 12:30)				THURSDAY CLUB (14:00 - 16:00)					SLIMMING WORLD (17:00 - 21:00)					
FRIDAY	NURSERY (08:00 - 16:00)									CAOS (19:30 - 22:00)					
SATURDAY															
SUNDAY	CHURCH (08:00 - 13:00)														

Some of the church activities that the hall was used for in 2023 included the Patronal celebration and Summer and Christmas fayres, as well as regular tea and coffee after church services on a Sunday.

As we look ahead to 2024, we will continue adding to our new website (www.stwilfrids.org.uk), looking to make it easier for potential hirers to find information about the hall, hire charges and how to get in contact with us to book.

Jas Osborne and Kealey Goldie managed the tasks and responsibilities for the hall in 2023. St Wilfrid’s expresses heartfelt thanks to them for all they do in this busy role, with the management of the hall bookings, contracts, invoicing and maintenance being managed from a central email address (stwilfridshall@hotmail.com).

Spatial reordering of the church building and future projects

Having previously received a National Lottery grant for improvements to the kitchen, plans were drawn up, and a new kitchen and cooker were installed in the second half of 2023.

The issue of water leaking into the church was identified as being due to blocked gutters, with work to clear them and moss from the roof being scheduled for early January 2024. However, it has been identified that the heating system in the church and hall will need updating due to its age and capability, and insulation also needs to be improved.

In August 2023, the quinquennial inspection was carried out by St Wilfrid’s Inspecting Architect and a report was received, upon which a list of planned future works will be based. The PCC has identified the windows and doors of the church building as needing repair/replacement, and quotes will be sought for this.

In November 2023, following national and widely publicised concerns over reinforced autoclaved aerated concrete (RAAC), and based on guidance from the Church of England, an inspection of the church was commissioned and carried out by a specialist historic building engineer recommended by the Inspecting Architect. There were no obvious signs that RAAC has been used in the construction of the church. However, there are some elements of the existing structure that are not known about in detail. As such, the use of RAAC cannot be completely ruled out and St Wilfrid's was advised that when opportunities arise to gain further information on the existing structure, it should be recorded to help provide a clearer overall picture.

Provision of pastoral care for people living in the parish

St Wilfrid's has a pastoral team, led by Jeanette Knott. This team becomes ever more important as members of the congregation age and may come to rely more on the friendship and support this group offers.

St Wilfrid's continues to pray for the sick and deceased during our weekly act of worship. This is also done through our weekly newsletter.

Provision of tangible support to the poor and needy

St Wilfrid's continues to be an active giver to several charities, including Stonepillow and Chichester Foodbank. We held various collections in 2023, and these charities are very grateful for our contributions. During our Harvest Festival, they received a bumper collection.

In 2023, £158 was raised for the Turkey-Syria Earthquake Appeal, paid to Christian Aid. Later in the year, a collection in support of those affected by the conflict in Gaza raised £120, also paid to Christian Aid.

Other charitable giving

At this time, St Wilfrid's is not financially in a position to support additional charitable causes, but in future will seek opportunities as agreed by the PCC.

Special thanks and gratitude from the Churchwardens

With the majority of it being spent in vacancy, 2023 was a busy year for us at St Wilfrid's and our heartfelt thanks are given to those priests who helped us over this period, namely Fr Reji Singh, Fr Paul Matthews, Fr John-Henry Bowden, Fr Michael Semple and Fr James Cooper. Thanks also go to Jenny Foakes for organising vacancy cover and music. It was a pleasure to see the number of people in attendance at our services remain steady, with our community deepening in strength and knowledge, plus new families experiencing worship.

With Junior Church continuing to attract an encouraging amount of members, our gratitude goes out to all of the Junior Church volunteers, without whom this would not happen.

Our thanks also go to Iain Rubli for stepping into the role of treasurer in late 2023, following appeals made to the congregation and wider community. We are hugely grateful to Sue Whitmore-Jones for acting as treasurer in the interim and providing training to Iain. Their assistance and commitment to our church and community is a true blessing.

Following the news that Fr Steve would be leaving St Wilfrid's in early 2023 to take up a new position as Vicar of St Mary's the Virgin in Finedon, Northamptonshire, Bishop Martin appointed Fr Jack Dunn to act as an additional sequestrator. The assistance provided to St Wilfrid's by Fr Jack, who also became Chair of the PCC, has been immeasurable. Fr Jack has offered knowledge, wisdom, encouragement and support, whilst chairing our meetings and carrying out countless additional tasks. We are immensely grateful to Fr Jack for all he has done for St Wilfrid's during the period of vacancy and for all we have learnt from him.

We also give thanks to Austen Hindman, Head Teacher at Bishop Luffa School and CEO of the Bishop Luffa Learning Partnership, for his support and providing updates on events at the school during our PCC meetings, in addition to regular meetings with us as churchwardens. We look forward to working in partnership with all of our trustees and volunteers in 2024 as we continue to build God's church in Parklands.

Financial Review

The total receipts in 2023 were £51,085, which is a decrease of £90,512 compared to 2022. The total paid on all funds within 2023 was £80,680, which is a decrease of £394 compared to 2022. This is detailed in the Financial Report.

Income

Room/Hall hiring fees increased by £5,526. Planned giving decreased by £2,430. The proceeds from the summer and winter fayres, less costs, amounted to £2,631.

Expenditure

The largest expenditure of the PCC in 2023 was the sum of £35,000 paid to the Diocese to cover ministry costs (down from £50,000 in 2022). This amount covers the housing, stipend and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. As per the financial arrangements for clergy, the parish covers the council tax, water and phone expenses of the incumbent which amounted to £305, down from £4,799 in 2022 due to the vacancy between Fr Mills and Fr Amey.

Summary

As in 2022, there were two church fayres (Summer and Christmas) held in 2023, as well as a quiz night in April to help raise more funds.

RESERVES POLICY

It is PCC policy to maintain a balance on the general unrestricted funds which equates to at least six months' worth of unrestricted payments as contingency against unforeseen situations. The 2022 balance of £55,000 has been maintained in 2023 and can be undesignated by the PCC as necessary.

This designated fund is for the purpose of improvements to the church and hall buildings which are still being planned.

Structure, governance, and management of the charity

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

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

Ex Officio Members

Incumbent:	The Revd Stephen Mills	Chair (until February 2023)
Churchwardens:	Mrs J Simmons	
	Mr J Redford	Vice Chair (until April 2023)
	Miss L Vann	(from April 2023)
Reader:	Mrs J Foakes	

Elected Members

Mrs C Beddoes	
Mrs C Clarke	(from April 2023)
Mrs J Gale	
Mrs N Gale-Chambers	
Mrs C Gay	
Mrs G Godfrey	(from April 2023)
Mrs J Knott	(from April 2023)
Mrs K Thorpe	PCC Secretary [#]
Miss L Vann	(until April 2023)
Mrs S Whitmore-Jones	Treasurer* (until April 2023)
Mr N Woods	(from April 2023)

Co-Opted Members

Miss A Simmons	(until April 2023)
Canon J Dunn	Chairman (from April 2023)
Mx J Osborne	(from April 2023)

Deanery Synod Representatives

Mrs J Simmons	
Mrs J Gale	(until April 2023)
Mrs D Brand	(from April 2023)
Mrs J Knott	(from April 2023)

[#]*Katherine Thorpe became PCC Secretary after the APCM in April 2023. Lucy Vann previously held this position, before being elected to the role of churchwarden.*

^{*}*William Freemantle acted as Treasurer until January 2023. William was not a member of the PCC. Sue Whitmore-Jones then acted as Treasurer whilst a replacement was sought. Separately, Sue's term as an elected member of the PCC came to an end in April 2023.*

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

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Fr Phillip Amey, PCC Chairman

P. Amey

.....

Date 03/05/2024

.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2023

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Summary of Financial Receipts and Payments

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

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2023</i>	<i>Total All Funds 2022</i>
	<i>General Fund</i>	<i>Designated Funds</i>				
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	15,896	-	-	-	15,896	112,716
Fees for weddings & funerals	201	-	-	-	201	509
Other trading activities	34,116	-	-	-	34,116	28,050
Investments	872	-	-	-	872	322
Other receipts	-	-	-	-	-	-
Total received	51,085	-	-	-	51,085	141,597
Expenditure on:					-	
Cost of raising funds	247	-	-	-	247	947
Charitable costs	50,012	-	4,903	-	54,914	72,209
Trading costs	21,811	-	1,494	-	23,305	7,542
Other payments	213	-	2,000	-	2,213	375
Total paid	72,283	-	8,397	-	80,680	81,074
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	(21,198)	-	(8,397)	-	(29,594)	60,523
Transfers between funds			-	-	-	-
Net movement in funds	(21,198)		(8,397)	-	(29,594)	60,523
Bank accounts at 1 January	75,223	55,000	15,933	-	146,155	85,632
Bank accounts at 31 December	54,025	55,000	7,536	-	116,561	146,155

St Wilfrid's Church, Parklands registered charity number 1138423

Statement of Assets and Liabilities

Our financial position at the year-end was

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total All Funds</i>	<i>Total All Funds</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Assets:							
Church Deposit Account (Barclays)	443	-	-	-	443	438	
Church Deposit Account (Nationwide)	-	26,556	-	-	26,556	25,717	
Church Current Account No 1	50,059	28,445	7,536	-	86,039	116,410	
Church Hall Business Saver Account	1,548	-	-	-	1,548	1,533	
Church Hall Community Account	1,976	-	-	-	1,976	2,057	
Ladies Group	-	-	-	-	-	-	
Total bank and deposit accounts	54,025	55,000	7,536	-	116,561	146,155	<i>R&P</i>
Cash	-	-	-	-	-	-	
Total bank and deposit accounts	-	-	-	-	-	-	<i>R&P</i>
Gift Aid recoverable	2,984	-	-	-	2,984	2,642	13
Wedding & Funeral Fees not yet received	-	-	-	-	-	-	
Church Hall Debtors	6,738	-	-	-	6,738	6,115	14
Christmas Fayre takings	1,378	-	-	-	1,378	1,269	15
Reimbursement of Clergy expense claims	1,611	-	-	-	1,611	-	16
Income/donations not yet banked	2,007	-	-	-	2,007	457	17
Debtors	14,717	-	-	-	14,717	10,482	
Fixed Interest Income Shares	575	-	-	-	575	644	
Investment assets at market value	575	-	-	-	575	644	
Total assets	69,317	55,000	7,536	-	131,853	157,282	
Liabilities:							
Unpresented payments	120	-	-	-	120	55	18
Covering Clergy expense claim	136	-	-	-	136	-	19
Christmas Fayre takings	1,726	-	-	-	1,726	-	21
Fees for weddings & funerals	-	-	-	-	-	199	
Gift Aid recoverable	-	-	-	-	-	1,077	20

Total liabilities	1,982	-	-	-	1,982	1,331
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13. Gift Aid Claim for £2,983.73 not yet received in December 2023
14. Outstanding rent from the Church Hall paid in 2024
15. Takings from the Christmas Fayre banked in 2024
16. Awaiting reimbursement from Diocese for Clergy expense claims for taking services during a vacancy
17. Income not yet banked including collection money, small sales and Christingle donations to be paid to the Children's Society
18. Unpresented payment: £120 collected for Gaza Appeal during 2023 and donated in 2024
19. Clergy expense claim relating to December 2023 paid in January 2024
20. Gift Aid Claim of £1,076.70 relates to 2021
21. Christmas Fayre takings banked in January 2023 relating to December 2022

This Financial Report for the year ended 31st December 2023, including the notes following, was approved by the PCC, and signed on its behalf by Fr Phillip Amey, PCC Chairman:

P. Amey

.....

Date 03/05/2024

.....

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

- The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.
- The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

	Unrestricted		Restricted	Endowed	Total All Funds 2023	Total All Funds 2022
	General Fund	Designated Funds				
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	7,940	-	-	-	7,940	10,400
Planned giving (no tax refunds)	3,590	-	-	-	3,590	3,560
One-off and ad hoc donations	4,366	-	100	-	4,366	4,145
Special appeals	-	-	-	-	-	-
Gift Aid recovered	-	-	-	-	-	1,928
Legacies	-	-	-	-	-	90,682
Grants	-	-	-	-	-	2,000
Donations and legacies	15,896	-	-	-	15,896	112,716
Fees for weddings & funerals	201	-	-	-	201	509
Charitable activities	201	-	-	-	201	509
Proceeds of events with trading/sales	2,631	-	-	-	2,631	2,052
Concert income	-	-	-	-	-	-
Small items sales (coffee/candles/Bible study notes etc)	311	-	-	-	311	350
Room/hall hiring fees	31,174	-	-	-	31,174	25,648
Restricted Funds (see Summary)	-	-	-	-	-	-
Other trading activities	34,116	-	-	-	34,116	28,050
Bank & CBF deposit interest	858	-	-	-	858	303
CBF investment fund dividend	15	-	-	-	15	19
Letting of investment property	-	-	-	-	-	-
Investments	872	-	-	-	872	322
Other receipts	-	-	-	-	-	-
Total received on all funds	51,085	-	-	-	51,085	141,597

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

	Unrestricted		Restricted	Endowed	Total All Funds 2023	Total All Funds 2022
	General	Designated				
	Fund	Funds				
	£	£	£	£	£	£
Cost of fundraising activities/events	247	-	-	-	247	947
Other appeals expenses	-	-	-	-	-	-
Cost of raising funds	247	-	-	-	247	947
Charitable grants and donations	30	-	-	-	30	1,073
Parish share to Chichester Diocese	35,000	-	-	-	35,000	50,000
Payments to clergy/Readers to be reimbursed	1,475	-	-	-	1,475	-
Salaries and honoraria incl NI	4,937	-	-	-	4,937	5,846
Clergy and other people's expenses	305	-	-	-	305	4,644
Sunday school/Children's work	-	-	-	-	-	292
Costs of church services	956	-	-	-	956	411
Printing & photocopying	-	-	-	-	-	104
Church utilities bills	913	-	-	-	913	1,911
Other regular church running costs	1,877	-	-	-	1,877	4,505
Church maintenance & redecoration	1,770	-	-	-	1,770	885
Churchyard upkeep	69	-	-	-	69	64
Major repairs	1,822	-	726	-	2,548	231
Insurance	1,017	-	-	-	1,017	841
IT equipment	-	-	-	-	-	1,403
Equipment and Machinery	449	-	4,177	-	4,626	-
Examiner's and other financial fees	-	-	-	-	-	-
Charitable costs	50,012	-	4,903	-	54,914	72,209
Costs of events with trading/sales	-	-	-	-	-	-
Quinquennial inspection	2,491	-	-	-	2,491	-
Buildings maintenance	2,246	-	1,494	-	3,740	-
Hall maintenance & redecoration	-	-	-	-	-	-
Church Hall utilities	13,591	-	-	-	13,591	4,691
Church hall running costs (other)	3,258	-	-	-	3,258	2,625
Restricted Funds (see Summary)	-	-	-	-	-	-

Other trading costs	226	-	-	-	226	226
Trading costs	21,811	-	1,494	-	23,305	7,542
Other payments	213	-	2,000	-	2,213	375
Total paid on all funds	72,283	-	8,397	-	80,680	81,074

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

5. Payments to PCC employees:

Staff costs

	2023	2022
	£	£
Wages, salaries, and honoraria	4,937	5,846
Employer National Insurance	-	-
Employer pension contributions	-	-
	4,937	5,846

6. The PCC had one employee, a cleaner for the whole of the year.
7. Payments were made to three people as reimbursement of expenses relating to purchase of a laptop, supplies for the hall, a gift for the previous Priest and emergency plumbing works in the kitchen.
8. Fr Stephen Mills received reimbursement of expenses amounting to £166 for mobile phone and broadband.
9. Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

Restricted funds are not invested permanently but are to be spent within reasonable timescales

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The summary of all funds appears on the next page

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

Statement of funds					
	Balances b/fwd 1 Jan 2023	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2023
	£	£	£	£	£
Childrens Activities Fund	613	-	-	-	613
Flower Fund	290	-	-	-	290
Share and Care Fund	225	-	-	-	225
Homeless Lunch Fund	136	-	-	-	136
Pascal Candle Restricted Fund	17	-	-	-	17
Building Works Fund	12,652	-	6,397	-	6,255
Youth Worker	2,000	-	2,000	-	-
Total of all restricted funds	15,933	-	8,397	-	7,536
Designated Church Building Fund	55,000	-	-	-	55,000
Total of all designated funds	55,000	-	-	-	55,000
General fund	66,761	-	-	-	66,761
Total of all unrestricted funds	66,761	-	-	-	66,761
Total funds	137,693	-	8,397	-	129,297

10. The following charitable grants/donations were made during the year:

Christian Aid		
Syria/Turkey Appeal	158.00	(appeal donations from Sunday Services)
Christian Aid – Gaza		
Appeal	120.00	(appeal donations from Sunday Services)
Church Urban Fund	30.00	
£	<u>308.00</u>	

11. The PCC holds 470 Central Board of Finance Fixed Interest Income Shares.

12. Related Parties - Teddy Wilf's Nursery School is a nursery under the management of Megan Clark. Teddy Wilf's hires the church hall on a regular basis.

Independent Examiner’s Report to the PCC of St Wilfrid’s Church, Parklands for the Year Ended 31st December 2023

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Wilfrid’s, Parklands, on the annual report for the year ended 31st December 2023 set out on pages 9 to 17.

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 CAPITALS

.....
..JENNIFER HOULT.....

Date

Relevant professional qualification(s) or body
if any

....23/4/2024.....
....FMAAT.....

Examiner’s address

.....
Evans Weir, 25 St Pancras, The Victoria, Chichester, PO19 7LT
.....

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2023

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

Accounts

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2022

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Website: www.stwilfrids.org

Incumbent: The Revd Stephen Mills
The Vicarage, 7 Durnford Close, Chichester, PO19 3AG

Independent examiner: Jennifer Hoult MAAT, Evans Weir, The Victoria, 25 St Pancras,
Chichester, PO19 7LT

Bankers: Barclays Bank PLC, 74 East Street, Chichester (PCC Account and
Hall Account; The Ladies Group Account is held with Lloyds TSB
PLC, 33 High Street, Bognor Regis)

St Wilfrid's, Parklands

Trustees Annual Report for 2022

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Stephen Mills, in:

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

The PCC has maintenance responsibilities for St Wilfrid's Church and Community Hall Complex, Durnford Close, Chichester, PO19 3AG. In addition, the new Vicarage in Durnford Close was completed in February 2021, and the PCC is now responsible for the upkeep.

What we planned to do to achieve our charitable objectives

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

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

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

- Enabling as many people as possible to worship at our church as we recover from the Covid pandemic
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising, and nurturing new and existing believers
- Considering how services can be inclusive to our whole parish and the different demographics that attend church services
- Putting faith into practice, through prayer and scripture, music, and sacrament
- Offering worship and prayer, learning about the Gospel
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through provision of the fayres and seasonal meals and events, including Harvest lunch and summer BBQ
- Maintaining the fabric of the church building and its communal church hall.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

St Wilfrid's church welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice, and it is our great pleasure to welcome anyone from all walks of life to take part in the life of

the church. We also welcome a number of families who have the intention of sending their children to Bishop Luffa School as church attendance is a requirement of entry.

At the end of 2022, there were 118 parishioners on the Church Electoral Roll. Of these, 56 reside in the parish and 62 reside outside of the parish. David Stevens acted as our Electoral Roll Officer until April 2022, when Amber Simmons took over the role. The average regular weekly attendance, counted during October, was 79 adults and 34 children, with the number increasing on both Harvest Sunday and our Patronal Festival. Over the course of the year, we have seen a steady rise in service attendance, and it has been a great encouragement to welcome new families to St Wilfrid's.

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Christmas	105	105	73	97	109	61	61	26	21	21
Easter	155	133	133	104	101	95	120	-	63	90
Average Week, October	128	130	105	117	96	103	90	54	51	113
Usual Sunday	95	95	81	92	74	73	64	-	-	93
Worshipping Community	-	154	148	135	130	116	114	74	66	150

We look to encourage the deepening of faith for all ages, and alongside our regular services there is a Junior Church run by a dedicated group of volunteers and a monthly family service in which children are encouraged to participate. St Wilfrid's also has the benefit of the priest, Fr Stephen Mills, holding the position of Chaplain to Bishop Luffa and we welcomed Year 7 students to attend their first school Eucharist.

2022 marked the second year of Fr Stephen's ministry at St Wilfrid's. The Paschal Triduum of Easter and Holy week was celebrated with reverence and sacramental beauty.

During the year, having previously received the sacrament of one kind, the chalice was reintroduced with the permission of the Bishop.

The new format for services at St Wilfrid's has changed considerably since the introduction of AV screens to replace pew sheets. This has added a new dimension to our worship as we have been able to embrace a new level of creativity using pictures, video, and sound, as well as words. This has been well received and continues to enhance the act of worship.

For the patronal festival in October, Fr Andrew preached. This was a well-attended service, followed by a church shared lunch.

Christmas is a very special time of celebration where many sections of the community come together to join in the services. Children and adults alike join in, and memories are made. This year, we were able to welcome the community to a well-attended Christingle service, a traditional 9 Lessons and Carols. The Crib service on Christmas Eve saw a record of 115 children and adults, with Junior Church members performing the Nativity and donkeys in attendance.

Our Sunday morning congregation continues to grow steadily, particularly new families and younger people. Fr Stephen has identified these groups as essential to nurture in the faith as they are the future stones on which St Wilfrid's will be built. Services at times have numbered up to 100 in attendance and this continues to be a blessing to the church.

Wednesday morning services have a faithful group of regular attendees made up of more senior members of our community. They show a great level of commitment to St Wilfrid's, of which we are very grateful. They are the foundation on which we continue to build the church and we thank them for their time, energy, and prayer in the time they have been attending St Wilfrid's.

Teaching, baptising, and nurturing new and existing believers

It was with great delight that we celebrated the baptism and confirmation of 15 candidates who are now fully fledged members of the Anglican communion. It has been a privilege to see them grow in faith and go on to be active members of our community by serving the church in a number of ways. We welcomed Jenny Foakes, who was licensed as a lay reader to St Wilfrid's in the Spring.

This year, we were able to run a Lent course, which Jenny kindly facilitated. The PCC Away Day took place in October, with the help of The Revd Canon Rob Dillingham.

During the year, there have been baptisms and a wedding of two faithful members of our congregation. The Sidesmen's rota has not yet been re-established following the pandemic and the churchwardens have been carrying out this task. For those who would like to become involved, it is anticipated that following the APCM volunteers will be sought, and a new list and rota will be set up.

Mary Davies stepped down as Sacristan at St Wilfrid's in the Spring and thanks are given for her time and efforts in this role. Dr Simon Hawkes has kindly assisted with Sacristan duties when he able and we express gratitude to him for this.

Barry Newton stood down as our Director of Music at the end of December 2022. Barry will be very much missed, and St Wilfrid's wishes him the very best.

We would like to thank Amber, Jenny, Helen, Jayne, Becky and John for their loyal commitment to the choir during the year. Anyone who likes singing will always be welcome to join.

Our flower team, headed by Val Redford, continues to create stunning floral arrangements that reflect the seasons and the liturgical calendar of the year. We offer them great thanks for their continued commitment.

Following the APCM in April, a new PCC was formed with a considerable number of new and enthusiastic members. Justin Redford was elected as Churchwarden, joining Jo Simmons in this role, alongside Sue Whitmore-Jones as Treasurer and Lucy Vann as Secretary. Newly elected PCC members included Cath Beddoes, Helen Dilling, Joan Gale, Natalie Gale-Chambers, Christine Gay, Dr Simon Hawkes, Terry Rhone and Melanie Teasdale.

Jo Simmons and Joan Gale were subsequently elected as Deanery Synod representatives by the PCC, these positions having previously been vacant. In October, the Deanery held the annual review of the Parish Share at St Wilfrid's, with Jo, Joan and Fr Steve in attendance.

Junior Church ran throughout the year, under the leadership of Helen Dilling until November; Amber Simmons then kindly took over this role. We have seen a steady increase in the number of new families joining our congregation, and we are delighted to be offering the children a tailored worship session during the service in the church hall, learning through activities to nurture children and young people in their faith using arts and crafts, games, and cookery. Our secondary school children are undertaking the role of helpers to help guide and support during these worship sessions, giving them the opportunity, confidence, and skills to grow as Christians.

Additionally, we wish to thank Anna Hamilton for her role as Parish Safeguarding Officer, who handed over the reins to Jenny Foakes. Jenny has worked closely with the children and the team to ensure all staff and volunteers are acting in a position of trust, and there were no significant safeguarding issues during the year that Jenny is aware of.

Evangelism and outreach

There were highlights during the year, including a celebration of the Queen's Platinum Jubilee, Summer BBQ, patronal shared lunch, and the Summer and Christmas fayres. The Summer BBQ was well attended and held in the vicarage garden, with many people enjoying themselves late into the evening. The patronal shared lunch provided an opportunity for the church to come together, enjoy a shared lunch and mark our patronage of St Wilfrid. A good time was enjoyed by all.

In 2022, we were able to hold our both a Summer fayre in July and a Christmas fayre in December, which were very well attended by the community and saw profits of £981 and £965 respectively. We would like to thank those who worked hard in organising and running these events. They were a great success, and it was wonderful to see members of the community, who are not regular church attendees, engaging with the church and its members. A quiz night was also held in November, raising a further £227. Cake sales also saw an additional £225 being raised.

A craft group for the community has been established and takes place in church after the Wednesday service. We give our thanks to Kealey Goldie and Jas Osborne for setting this up.

Fr Stephen continued to maintain strong links with local primary schools as he worked with them under the banner of Chaplain to Bishop Luffa School. An exciting project that developed in the parish was the foundation of a youth church that meets at Bishop Luffa, called The Church at Luffa. Fr Stephen worked closely with the students of Bishop Luffa, nurturing leadership as the students are empowered to lead this growing congregation. The congregation is made up of young people aged 7-11, and it continues to grow rapidly. The service is Eucharistic in nature and Mass is celebrated weekly in the form of an Anglo Catholic expression.

Fr Stephen has also identified an opportunity for St Wilfrid's to engage with the new housing estate that lies within the parish boundaries, Minerva Heights, and its people.

It is intended that through a collaboration between St Wilfrid's, Bishop Luffa School, and the diocese, a new church building called the Holy Seraphim will become a church plant within the parish of St Wilfrid's. This will act as a new church for Minerva Heights, a chapel to the school, and a home for The Church at Luffa. This is a very exciting opportunity for St Wilfrid's as the Holy Seraphim will be a daughter church to St Wilfrid's and will reflect the traditions of the catholic parish of St Wilfrid's; however, this remains at the planning stage.

Provision of the church building for people to enjoy

The hall continues to be used by the regular hirers from previous years. In addition, the hall and church were used for COVID vaccinations during 2022, providing a much-needed resource for the local community and raising additional income for the church. It is anticipated that this service will during 2023, dependent upon the national vaccination programme continuing.

The timetable below shows the hall is booked almost to capacity. The weekends do not have regular bookings but are the most popular days of the week for ad-hoc bookings and allow the hall to be used for church activities, which are likely to fall on a weekend.

	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	
MONDAY	NURSERY (08:00 - 16:00)									RAINBOWS (16:15 - 17:15)		STRICTLY DANCING (18:30 - 21:30)			
TUESDAY	NURSERY (08:00 - 12:30)					BINGO (13:30 - 15:30)							CAOS (19:30 - 22:00)		
WEDNESDAY	NURSERY (08:00 - 16:00)										BROWNIES (17:30 - 19:00)	STRICTLY DANCING (19:30 - 21:30)			
THURSDAY	NURSERY (08:00 - 12:30)						THURSDAY CLUB (14:00 - 16:00)				SLIMMING WORLD (17:00 - 21:00)				
FRIDAY	NURSERY (08:00 - 16:00)											CAOS (19:30 - 22:00)			
SATURDAY															
SUNDAY	CHURCH (08:00 - 13:00)														

Some of the church activities that the hall has been used for in 2022 include the celebration of the Queen's Platinum Jubilee, the Patronal lunch, Summer and Christmas fayres, the quiz night, as well as regular tea and coffee after church services on a Sunday.

As we look ahead to 2023, we will be redesigning the website to make it easier for potential hirers to find information about the hall, hire charges and how to get in contact with us to book.

A handover of tasks and responsibilities for the hall from David Stevens to Jas Osborne and Kealey Goldie took place in November. St Wilfrid's expresses heartfelt thanks to David for all he has done, with the management of the hall bookings, contracts, invoicing and maintenance now being managed from a central email address (stwilfridshall@hotmail.com). We would also like to thank Jas and Kealey for stepping into the role and all they have already done.

Spatial reordering of the church building and future projects

The PCC explored the possibility of developing and enhancing the hall's capacity to generate a larger income, creating a more productive space for the church to engage with the community in its mission. Unfortunately, this project proved too expensive and other options for the space will be explored.

Having previously received a National Lottery grant for improvements to the kitchen, plans were drawn up, and a new kitchen and cooker are due to be installed in Spring 2023.

The issue of water leaking into the church was resolved with the clearing of the gutters. However, the churchwardens have identified that the heating system in the church will need updating due to its age and capability, and insulation also needs to be improved.

Provision of pastoral care for people living in the parish

St Wilfrid's has a pastoral team, led by Jeanette Knott, in collaboration with Fr Stephen. This team becomes ever more important as the congregation of St Wilfrid's becomes more aged and may come to rely more on the friendship and support this group offers.

During the year, Fr Stephen continued to offer support for the bereaved members of the parish through home visits and ongoing friendship. St Wilfrid's continues to pray for the sick and deceased during our weekly act of worship. This is also done through our weekly communicated newsletter.

Provision of tangible support to the poor and needy

St Wilfrid's continues to be an active giver to several charities, including Stonepillow and Chichester Foodbank. We have monthly collections, and these charities are very grateful for our contributions. During our harvest festival, they received a bumper collection due to the generosity of the congregation.

For Christian Aid, we were able to make a donation of £118, something that the church has historically done and will continue to do in future. A collection in support of those affected by the conflict in Ukraine raised £231 and the annual Christingle service raised £80 for the Children's Society.

Other charitable giving

At this time, St Wilfrid's is not financially in a position to support additional charitable causes, however, in future will seek opportunities as agreed by the PCC.

Special thanks and gratitude from the Churchwardens

2022 was a busy year at St Wilfrid's and it was a pleasure to see large numbers in attendance at our services, with a true community developing and a large number of new families experiencing worship.

The vicarage has been well used during the last year, including for Standing Committee meetings, and we welcomed our community to join us for the Summer BBQ, and afternoon drinks and nibbles for potential Bishop Luffa young people and parents. We thank Fr Steve and David for their hospitality and opening up their home with a warm welcome to all.

With the considerable growth in Junior Church members, our gratitude goes out to all of the Junior Church volunteers, without whom this would not happen.

The newly formed social and fundraising committee have thrown themselves in and organised our tea rota, meaning we can enjoy post-service refreshments and fellowship every week. A special thank you goes to Helen Dilling, Melanie Teasdale and Cath Beddoes for organising our fayres and social events.

Sue Whitmore-Jones stood down as our treasurer in November and William Freemantle then undertook the role. We would like to offer our thanks for their assistance and commitment to our church and community.

Also in November, we received the very sad news that Fr Steve would be leaving St Wilfrid's in early 2023 to take up a new position as Vicar of St Mary's the Virgin in Finedon, Northamptonshire.

During the time Fr Steve has been with us, he has made a huge impact on the lives of many people, bringing new members into the church and introducing them to the Christian faith. His services were engaging, and his down-to-earth and welcoming nature put people at ease. David provided a invaluable source of support and took on a great number of tasks without quibble, for which we will be eternally grateful. Everyone at St Wilfrid's wishes them both (plus their dogs Edna and Mabel) every success in their new home.

We look forward to working in partnership with all of our trustees and volunteers in 2023 as we continue to build God's church in Parklands.

Financial Review

The total receipts in 2022 were £141,597, which is an increase of £67,484 compared to 2021. The total paid on all funds within 2022 was £81,074, which is an increase of £3,705 compared to 2021. This is detailed in the Financial Report.

Income

Room/Hall hiring fees increased by £7,918 due to a new regular hirer of the hall (including accrued income). Planned giving decreased by £7,275. The proceeds from the summer and winter fayres, less costs, amounted to £2,374 (including accrued income). The parish received a very generous legacy of £90,682.

The parish also received a grant of £2,000 from the St John's Trust to be put towards a Youth Worker role which has been added to a Restricted Fund.

Expenditure

The largest expenditure of the PCC in 2022 was the sum of £50,000 paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. As per the financial arrangements for clergy, the parish covers the council tax, water and phone expenses of the incumbent which amounted to £4,799.

Summary

2022 is the first year since the pandemic where the church and church hall have been able to operate as before and meant also that there were two church fayres to help raise more funds.

RESERVES POLICY

It is PCC policy to maintain a balance on the general unrestricted funds which equates to at least six months' worth of unrestricted payments as contingency against unforeseen situations. The balance of £44,072 has been increased to the previous figure of £55,000 and can be undesignated by the PCC as necessary.

This designated fund is for the purpose of improvements to the church and hall buildings which are still being planned.

Structure, governance, and management of the charity

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

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

Ex Officio Members

Incumbent:	The Revd Stephen Mills	Chairman
Churchwardens:	Mrs J Simmons	
	Mr M Mower	(until April 2022)
	Mr J Redford	Vice Chairman (from April 2022)
Reader:	Mrs J Foakes	(from March 2022)

Elected Members

Mrs C Beddoes	(from April 2022)
Mrs H Dilling	(April to November 2022)
Mrs J Gale	(from April 2022)
Mrs N Gale-Chambers	(from April 2022)
Mrs C Gay	(from April 2022)
Mrs A Hamilton	(until April 2022)
Dr S Hawkes	(April to September 2022)
Mr T Rhone	(April 2022 only)
Miss A Simmons	(until April 2022)
Mrs M Teasdale	(April to November 2022)
Mr D Terry	(until April 2022)
Mrs K Thorpe	(from September 2022)
Miss L Vann	Secretary (from Sept 2022)
Mrs S Whitmore-Jones	Treasurer*

Co-Opted Members

Mrs V Larley	Lay Reader (until March 2022)
Miss A Simmons	(from April 2022)
Mrs K Thorpe	(April to September 2022)

Deanery Synod Representatives

Mrs J Gale	(from April 2022)
Mrs J Simmons	(from April 2022)

**William Freemantle acted as Treasurer from November 2022. William was not a member of the PCC.*

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

This Trustees' Annual Report was approved by the PCC and signed on their behalf by The Revd Dr Jack Dunn, PCC Chairman

J. Dunn

Date.....14/04/2023.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2022

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11	Statement of financial receipts and payments
12	Statement of assets and liabilities
14	Notes to the accounts
18	Report of the independent examiner

Summary of Financial Receipts and Payments

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

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2022</i>	<i>Total All Funds 2021</i>
	<i>General Fund</i>	<i>Designated Funds</i>				
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	110,616	-	2,100	-	112,716	47,986
Fees for weddings & funerals	509	-	-	-	509	783
Other trading activities	28,050	-	-	-	28,050	25,207
Investments	322	-	-	-	322	137
Other receipts	-	-	-	-	-	-
Total received	139,497	-	2,100	-	141,597	74,113
Expenditure on:						
Cost of raising funds	947	-	-	-	947	-
Charitable costs	72,209	-	-	-	72,209	69,303
Trading costs	7,037	-	504	-	7,542	7,208
Other payments	375	-	-	-	375	857
Total paid	80,569	-	504	-	81,074	77,369
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	58,928	-	1,596	-	60,523	3,256
Transfers between funds	- 10,928	10,928	-	-	-	-
Net movement in funds	48,000	10,928	1,596	-	60,523	3,256
Bank accounts at 1 January	27,223	44,072	14,337	-	85,632	88,889
Bank accounts at 31 December	75,223	55,000	15,933	-	146,155	85,633

St Wilfrid's Church, Parklands registered charity number 1138423

Statement of Assets and Liabilities

Our financial position at the year-end was

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds			£	£	
Assets:	£	£	£	£	£	£	
Church Deposit Account (Barclays)	438	-	-	-	438	438	
Church Deposit Account (Nationwide)	-	25,717	-	-	25,717	25,415	
Church Current Account No 1	71,194	29,283	15,933	-	116,410	55,241	
Church Hall Business Saver Account	1,533	-	-	-	1,533	1,532	
Church Hall Community Account	2,057	-	-	-	2,057	3,006	
Ladies Group	-	-	-	-	-	-	
Total bank and deposit accounts	75,223	55,000	15,933	-	146,155	85,632	R&P
Cash	-	-	-	-	-	-	
Total bank and deposit accounts	-	-	-	-	-	-	R&P
Gift Aid recoverable	2,642	-	-	-	2,642	1,076	13
Wedding & Funeral Fees not yet received	-	-	-	-	-	199	
Church Hall Debtors	6,115	-	-	-	6,115	-	14
Christmas Fayre takings	1,269	-	-	-			15
Income/donations not yet banked	457	-	-	-	457		16
Debtors	10,482	-	-	-	9,213	1,275	
Fixed Interest Income Shares	644	-	-	-	644	744	
Investment assets at market value	644	-	-	-	644	744	
Total assets	86,349	55,000	15,933	-	156,013	87,652	
Liabilities:							
Unpresented payments	55	-	-	-	55	367	17
Fees for weddings & funerals	199	-	-	-	199	-	18
Gift Aid recoverable	1,077	-	-	-	1,077	-	19
Total liabilities	1,331	-	-	-	1,331	367	

13. Gift Aid Claim for £2,641.81 not yet received in December 2022

14. Outstanding rent from the Church Hall
15. Takings from the Christmas Fayre
16. Income not yet banked including collection money, small sales and Christingle donations to be paid to the Children's Society
17. Unpresented payment of £55 collected at Christingle donated to Children's Society
18. £199 received for fees relating to 2021
19. Gift Aid Claim of £1,076.70 relates to 2021

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

J. Dunn

.....

14/04/2023

Date

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021
	General Fund	Designated Funds				
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	10,400	-	-	-	10,400	17,490
Planned giving (no tax refunds)	3,560	-	-	-	3,560	3,745
One-off and ad hoc donations	4,045	-	100	-	4,145	5,742
Special appeals	-	-	-	-	-	3,062
Gift Aid recovered	1,928	-	-	-	1,928	6,553
Legacies	90,682	-	-	-	90,682	1,000
Grants	-	-	2,000	-	2,000	10,394
Donations and legacies	110,616	-	2,100	-	112,716	47,986
Fees for weddings & funerals	509	-	-	-	509	783
Charitable activities	509	-	-	-	509	783
Proceeds of events with trading/sales	2,052	-	-	-	2,052	1,214
Concert income	-	-	-	-	-	-
Small items sales (coffee/candles/Bible study notes etc)	350	-	-	-	350	147
Room/hall hiring fees	25,648	-	-	-	25,648	23,845
Restricted Funds (see Summary)	-	-	-	-	-	-
Other trading activities	28,050	-	-	-	28,050	25,207
Bank & CBF deposit interest	303	-	-	-	303	116
CBF investment fund dividend	19	-	-	-	19	21
Letting of investment property	-	-	-	-	-	-
Investments	322	-	-	-	322	137
Other receipts	-	-	-	-	-	-
Total received on all funds	139,497	-	2,100	-	141,597	74,113

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

	Unrestricted		Restricted	Endowed	Total All Funds 2022	Total All Funds 2021
	General	Designated				
	Fund	Funds				
	£	£	£	£	£	£
Cost of fundraising activities/events	947	-	-	-	947	-
Other appeals expenses	-	-	-	-	-	-
Cost of raising funds	947	-	-	-	947	-
Charitable grants and donations	1,073	-	-	-	1,073	107
Parish share to Chichester Diocese	50,000	-	-	-	50,000	50,000
Salaries and honoraria incl NI	5,846	-	-	-	5,846	4,598
Clergy and other people's expenses	4,644	-	-	-	4,644	4,193
Sunday school/Children's work	292	-	-	-	292	203
Costs of church services	411	-	-	-	411	686
Printing & photocopying	104	-	-	-	104	197
Church utilities bills	1,911	-	-	-	1,911	1,081
Other regular church running costs	4,505	-	-	-	4,505	1,225
Church maintenance & redecoration	885	-	-	-	885	5,583
Churchyard upkeep	64	-	-	-	64	58
Major repairs	231	-	-	-	231	552
Insurance	841	-	-	-	841	821
IT equipment	1,403	-	-	-	1,403	-
Examiner's and other financial fees	-	-	-	-	-	-
Charitable costs	72,209	-	-	-	72,209	69,303
Hall maintenance & redecoration	-	-	-	-	-	244
Church Hall utilities	4,691	-	-	-	4,691	4,191
Church hall running costs (other)	2,121	-	504	-	2,625	2,669
Restricted Funds (see Summary)	-	-	-	-	-	-
Other trading costs	226	-	-	-	226	104
Trading costs	7,037	-	504	-	7,542	7,208
Other payments	375	-	-	-	375	857
Total paid on all funds	80,569	-	504	-	81,074	77,369

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

5. Payments to PCC employees:

Staff costs

	2022	2021
	£	£
Wages, salaries, and honoraria	5,846	4,598
Employer National Insurance	-	-
Employer pension contributions	-	-
	5,846	4,598

6. The PCC had one employee, a cleaner for the whole of the year and an organist employed for part of the year.

7. Payments were made to eight people as reimbursement of expenses relating to purchase of a laptop and printer, supplies for the hall, running costs for church events and running Sunday school amounting to £1,571.31.

8. Fr Stephen Mills received reimbursement of expenses amounting to £3,094.92 including mobile phone and broadband, purchase of coffee machine and contactless machine, IT licences and church and hall supplies.

9. Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

Restricted funds are not invested permanently but are to be spent within reasonable timescales

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The summary of all funds appears on the next page

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

Statement of funds					
	Balances b/fwd 1 Jan 2022	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2022
	£	£	£	£	£
Childrens Activities Fund	613	-	-	-	613
Flower Fund	290	100	- 100	-	290
Share and Care Fund	225	-	-	-	225
Homeless Lunch Fund	136	-	-	-	136
Pascal Candle Restricted Fund	17	-	-	-	17
Building Works Fund	13,056	-	- 404	-	12,652
Youth Worker	2,000	-	-	-	2,000
Total of all restricted funds	16,337	100	- 504	-	15,933
Designated Church Building Fund	44,072	10,928	-	-	55,000
Total of all designated funds	44,072	10,928	-	-	55,000
General fund	84,374	-	-	-	84,374
Total of all unrestricted funds	84,374	-	-	-	84,374
Total funds	144,783	11,028	- 504	-	155,307

10. The following charitable grants/donations were made during the year:

Children's Society	80.27	(appeal donations from Sunday Services)
Christian Aid	118.50	(appeal donations from Sunday Services)
Ukraine	231.69	(appeal donations from Sunday Services)
Brownies	43.25	
Church Urban Fund	30.00	
Mothers' Union	1,000.00	
£	<u>1,503.71</u>	

11. The PCC holds 470 Central Board of Finance Fixed Interest Income Shares.

12. The Vicar and Churchwardens are ex officio Trustees of the charity known as St Wilfrid's Parish Hall Trust, the other Trustees being appointed by Chichester City Council. The Charity number is 234376. In general terms the trust income is to be spent for the benefit of the inhabitants of the Parish including inhabitants who are not members of the Church of England. During this year the trustees resolved to close the St Wildrid's Parish Hall Trust and to transfer the assets to St Wilfrid's PCC.

13. Related Parties - Teddy Wilf's Nursery School is a nursery under the management of Megan Clark. Teddy Wilf's hires the church hall on a regular basis.

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Wilfrid's, Parklands, on the annual report for the year ended 31st December 2022 set out on pages 10 to 17

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 CAPITALS

JENNIFER HOULT

Date

06/04/2023

Relevant professional qualification(s) or body

FMAAT - membership number 10431744

if any

Examiner's address

Evans Weir, 25 St Pancras, The Victoria, Chichester, PO19 7LT

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2022

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

Accounts

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2021

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Website: www.stwilfrids.org

Incumbent: The Revd Stephen Mills
The Vicarage, 7 Durnford Close, Chichester, PO19 3AG

Independent examiner: Jennifer Hoult MAAT, Evans Weir, The Victoria, 25 St Pancras,
Chichester, PO19 7LT

Bankers: Barclays Bank PLC, 74 East Street, Chichester (PCC Account and
Hall Account; The Ladies Group Account is held with Lloyds TSB
PLC, 33 High Street, Bognor Regis)

St Wilfrid's, Parklands

Trustees Annual Report for 2021

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Stephen Mills, in:

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

The PCC has maintenance responsibilities for St Wilfrid's Church and Community Hall Complex, Durnford Close, Chichester, PO19 3AG. In addition, the new Vicarage in Durnford Close was completed in February 2021, finally being signed off by the architect in April, and the PCC is now responsible for the upkeep.

What we planned to do to achieve our charitable objectives

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

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

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

- Enabling as many people as possible to worship at our church as we recover from the Covid pandemic
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising, and nurturing new and existing believers
- Considering how services can be inclusive to our whole parish and the different demographics that attend church services
- Putting faith into practice, through prayer and scripture, music, and sacrament
- Offering worship and prayer, learning about the Gospel
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through provision of the fayres and seasonal meals and events, including Harvest lunch and summer BBQ
- Maintaining the fabric of the church building and its communal church hall.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

St Wilfrid's church welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We also welcome a number of families who have the intention of sending their children to Bishop Luffa school as church attendance is a requirement of entry.

"I was made to feel really welcome and after completing confirmation class I'm really happy to be a full member of the Anglican communion"..... LV

At the end of 2021, there were 96 parishioners on the Church Electoral Roll. Of these, 48 reside in the parish and 48 reside outside of the parish. Julie Horne stepped down as our Electoral Roll Officer in September 2021 and a replacement is being sought. The average regular weekly attendance, counted during October, was 51 adults and 15 children, with the number increasing on both Harvest Sunday and our Patronal Festival. Over the course of the year, we have seen

a steady rise in service attendance and it has been a great encouragement to welcome new families to St Wilfrid's.

We look to encourage the deepening of faith for all ages, and alongside our regular services there is a Junior church run by a dedicated group of volunteers and a monthly family service in which children are encouraged to participate. St Wilfrid's also has the benefit of the priest, Fr Stephen Mills, holding the position of Chaplain to Bishop Luffa and we welcomed 240 students to attend their first school Eucharist.

"Junior church is great fun and I have loved meeting other children"

.....EH

We started 2021 in lockdown, with the church closed. Victoria Larley, with the help of her husband Chris, streamed acts of worship from their home via our St Wilfrid's Church Facebook Group and this was very gratefully received by the members of the congregation.

Early February, the new Vicarage was completed, and we saw Fr Stephen, his partner David and their two dogs Mabel and Edna move in. We are especially pleased to welcome them as at one point there did seem some doubt whether St Wilfrid's would continue as an independent parish.

Easter saw the beginning of Covid restrictions easing in the UK. This also marked the beginning of Fr Stephen's ministry at St Wilfrid's. The Paschal Triduum of Easter and Holy week was celebrated with reverence and sacramental beauty. Numbers for services during this week were lower than previous years and at this stage St Wilfrid's was still operating with social distancing measures in place, however, this did not detract from the deep and meaningful act of worship. Once the church had re-opened for the twice-weekly services, restrictions remained in place. The congregation were requested to wear masks and social distancing, where possible, was encouraged. The names of congregation were recorded, and no singing was allowed. By the summer, with the virus less prevalent and government restrictions eased, things returned to being more normal. We continued to receive the sacrament of one kind, but hymns were allowed, junior church re-started and refreshments were once again served in the hall after the service.

The new format for services at St Wilfrid's has changed considerably since the introduction of AV screens to replace pew sheets. This has added a new dimension to our worship as we have been able to embrace a new level of creativity using pictures, video, and sound, as well as words. This has been well received and continues to enhance the act of worship.

Since last year's report, hymn singing has resumed. The All-Souls service was very moving; Amber played Be Still My Soul on the violin accompanied by the organ.

For the patronal festival, Bishop Ruth Bushyager of Horsham celebrated; breaking a long-standing tradition at St Wilfrid's, she became the first female priest to preside at the altar. This was a well-attended service, followed by a church shared lunch.

Christmas is a very special time of celebration where many sections of the community come together to join in the services. Children and adults alike join in and memories are made. This year we were able to welcome the community to a well-attended Christingle service, a traditional 9 Lessons and Carols. Unfortunately, the decision to abandon the party afterwards, organised for all the children in the parish, came about from the risks associated with Covid-19. Also, due to Covid restrictions we had to cancel school services and our Crib service.

Our Sunday morning congregation continues to grow steadily, particularly new families and younger people. Fr Stephen has identified these groups as essential to nurture in the faith as they are the future stones on which St Wilfrid's will be built. Services at times have numbered up to 80 in attendance and this continues to be a blessing to the church. Wednesday morning services have a faithful group of regular attendees made up of more senior members of our community. They show a great level of commitment to St Wilfrid's and to Fr Stephen, of which he is very

grateful. They are the foundation on which we continue to build the church and we thank them for their time, energy, and prayer in the time they have been attending St Wilfrid's.

Teaching, baptising, and nurturing new and existing believers

It was with great delight that we celebrated the baptism and confirmation of 4 candidates who are now fully fledged members of the Anglican communion. It has been a privilege to see them grow in faith and go on to be active members of our community by serving the church in a number of ways.

Due to Covid we were unable to run a Lent course during 2021; however, it is hoped this will resume in 2022, along with other groups re-establishing themselves. The PCC away day also had to be postponed but will take place in May 2022 where a new Mission Action Plan will be established.

During the year there have been no baptisms or weddings; however, looking ahead there are several baptism and wedding services already booked for the coming year. We held 4 funerals, 3 of which were for faithful members of the congregation. We thank God for their lives, their faithful services to St Wilfrid's and all they brought to make St Wilfrid's what it is today.

In February, the funeral of David Fox took place. David and his family have worshipped at St Wilfrid's for many years and David gave many hours of his time patiently helping the congregation with IT issues. At the beginning of July, Joan King, a devoted member of the congregation, died. Joan spent her last years in care but in the past had been generous with her time and giving in support of St Wilfrid's and was fondly remembered by the many parishioners who attended her funeral. We are grateful for the large legacy Joan has left to St Wilfrid's and it is the intention of the church to use the money to have something done in her memory.

In September, Fr Maurice Clarke passed away. Fr Maurice served for 30 years as assistant priest at St Wilfrid's, seeing us through many an interregnum. He was a member of The Society of the Holy Cross, and several SSC Priests were in attendance for his funeral service. There was a large attendance for the funeral and Carolyn welcomed everybody to refreshments after the service which were held in the vicarage garden by kind permission of Fr Stephen.

With the disruption created by the Covid restrictions and general concerns of all, the Sidesmen's rota was not in place this year. The churchwardens have been carrying out this task. For those who would like to become involved, it is anticipated that following the APCM volunteers will be sought and a new list and rota will be set up.

We continue to be supported by Cn Stephen Hoy who is committed to regularly being placed on the staff rota and continues to be a great support to Fr Stephen and the people of St Wilfrid's. We have also welcomed Jenny Foakes, who will be licensed as a lay reader to St Wilfrid's in Spring 2022.

In May, Adam Taylor resigned from the role of churchwarden. Mike Mower volunteered to take on the role until the APCM in 2022 and was duly elected in June. The position of Sacristan became vacant with Adam's resignation. Mary Davies has taken up the role of Sacristan at St Wilfrid's. Her presence has been very welcome by Fr Stephen as she provides an impeccable ministry that aides the sacramental beauty of our worship.

Victoria Larley, following her licensing as a reader, decided to relinquish her role as director of music. At present, Victoria has taken leave of St Wilfrid's whilst she considers her future. We would like to acknowledge with grateful thanks the many years Victoria has given to the music of St Wilfrid's. Barry Newton became our director of music in November 2021. Barry brings with him a wealth of experience and professionalism, and we look forward to all he will bring to the role and the wider worshipping community.

We would like to thank Amber, Anne, Georgina, Maureen, and John for their loyal commitment to the choir over many years. Georgina and Maureen have expressed their wish to step down from the choir, and we welcome our new members Jenny, Helen, Jayne, and Becky. Anyone who likes singing will always be welcome to join. St Wilfrid's is also very grateful to Sandy for his continued help with playing the organ.

Our flower team, Val Redford, and Georgina Godfrey, continue to create stunning floral arrangements that reflect the seasons and the liturgical calendar of the year. We offer them great thanks for their continued commitment. We would like to offer our sincere thanks and gratitude to those who previously served on the ministry team, who supported the worship at St Wilfrid's. We pray every blessing for them in the future and in all they do serving God.

Adam Taylor was elected as Deanery Synod representative at the APCM, but when he resigned as churchwarden, he also resigned his post as Deanery Synod representative. Due to Covid-19 there were no meetings held, except in October 2021 at St Pancras when the Deanery held the annual review of the Parish Share. Fr Stephen and Jo Simmons

as churchwarden attended to listen to the talk from Church House regarding the Parish Share where they were asking parishes to increase their share if they were able. They also thanked those parishes who continued to pay all of their Parish Share throughout the pandemic and recognised how hard it has been for everyone to continue to pay, with a dwindling congregation and very little fundraising being carried out.

Junior church recommenced on 25th April, under the leadership of Helen Dilling. In recommencing this year, we have seen a steady increase in the number of new families joining our congregation, and we are delighted to be offering the children a tailored worship session during the service in the church hall, learning through activities to nurture children and young people in their faith using arts & crafts, games, and cookery.

A big thank you to Catherine Warner for her commitment, patience and dedication to our parish and especially junior church over the past three decades. Catherine has recently taken the decision to retire and hand over the reins to a new leader, and we would like to recognise Catherine's ongoing help and support in assisting us with the changeover running very smoothly. Catherine has always been a happy, kind, and caring person who will especially be missed by the children.

Additionally, we wish to thank Anna Hamilton for her role as Parish Safeguarding Officer, who similarly has decided to hand the reins over to a new appointee in 2022. Anna has worked closely with the children and the team to ensure all staff and volunteers are acting in a position of trust, and there were no significant safeguarding issues during the year that Anna is aware of.

September saw the commencement of some new volunteers for junior church, which brought about fresh ideas and exciting new opportunities for children and their parents to incorporate their involvement within the parish. Our secondary school children are undertaking the role of helpers to help guide and support during these worship sessions, giving them the opportunity, confidence, and skills to grow as Christians.

Training was given to the new volunteers during the Autumn, and we now have six brand new teams offering their time and commitment to the junior church participants in 2022. DBS checks were carried out and most have completed or are completing their safeguarding foundation training.

Evangelism and outreach

There were highlights during the year, including the summer BBQ, patronal shared lunch, and the Christmas fayre. The summer BBQ was the first social event after lockdown easing and was well attended. The event was planned to be in the vicarage garden; however, the weather was against us, and we transferred the event to the hall. In true British spirit a good time was still had by all, regardless of the weather. The patronal shared lunch provided an opportunity for the church to come together, enjoy a shared lunch and mark our patronage of St Wilfrid. A good time was enjoyed by all.

Due to Covid restrictions, we have not been able to hold our annual Spring or Summer fayres, but we were able to hold our Christmas fayre in December. The Christmas fayre was the first community outreach event for a couple of years. We would like to thank those who worked hard in organising and running the event. It was a great success and wonderful to see members of the community, who are not regular church attendees, engaging with the church and its members. A brand-new team of volunteers stepped forward to provide their time and commitment with new and exciting ideas in organising the fayre, and we achieved a magnificent amount of over £1,200.

Since the first lockdown, the Ladies Group has not resumed due to the ongoing concerns regarding Covid. It is looking like the group will not resume as it was becoming difficult to find speakers and the numbers were dwindling. Many thanks to all who attended over the years and those who ran it; Diana Brand and Catherine Warner who ran it for many years, then Sarah Stevens, Jo Simmons, Julie Horne, and Glynis Joyner, who took over.

Fr Stephen continues to maintain strong links with local primary schools as he works with them under the banner of Chaplain to Bishop Luffa school. An exciting project that developed in the parish was the foundation of a youth church that meets at Bishop Luffa, called The Church at Luffa. Fr Stephen works closely with the students of Bishop Luffa, nurturing leadership as the students are empowered to lead this growing congregation. The congregation is made up of young people aged 7-11, and it continues to grow rapidly. The service is Eucharistic in nature and Mass is celebrated weekly in the form of an Anglo Catholic expression.

Fr Stephen has also identified an opportunity for St Wilfrid's to engage with the new housing estate that lies within the parish boundaries, Minerva Heights, and its people. It is intended that through a collaboration between St

Wilfrid’s, Bishop Luffa school, and the diocese, a new church building called the Holy Seraphim will become a church plant within the parish of St Wilfrid’s. This will act as a new church for Minerva Heights, a chapel to the school, and a home for The Church at Luffa. This is a very exciting opportunity for St Wilfrid’s as the Holy Seraphim will be a daughter church to St Wilfrid’s and will reflect the traditions of the catholic parish of St Wilfrid’s.

“I feel St Wilfrid’s is my home and I am learning the way of Christ, and feel I am on a journey with Fr Stephen and the people of St Wilfrid’s”TR

Provision of the church building for people to enjoy

The hall continues to be used by the regular hirers from previous years. As many of these charities and commercial organisations have struggled during the Covid lockdown and been unable to operate, the rates of hire have remained unchanged from the previous year; however, the rates will be reviewed and increased where appropriate in 2022 to achieve the best value for the church and a fair, consistent hire charge for all hirers.

The timetable below shows the hall is booked almost to capacity. The weekends do not have regular bookings but are the most popular days of the week for ad-hoc bookings and allow the hall to be used for church activities, which are likely to fall on a weekend.

	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
MONDAY	NURSERY (08:00 - 16:00)						RAINBOWS (16:15 - 17:15)		STRICTLY DANCING (18:30 - 21:30)					
TUESDAY	NURSERY (08:00 - 12:30)				BINGO (13:30 - 15:30)				CAOS (19:30 - 22:00)					
WEDNESDAY	NURSERY (08:00 - 16:00)						BROWNIES (17:30 - 19:00)		STRICTLY DANCING (19:30 - 21:30)					
THURSDAY	NURSERY (08:00 - 12:30)				THURSDAY CLUB (14:00 - 16:00)				SLIMMING WORLD (17:00 - 21:00)					
FRIDAY	NURSERY (08:00 - 16:00)						CAOS (19:30 - 22:00)							
SATURDAY														
SUNDAY	CHURCH (08:00 - 13:00)													

Whilst it is great news that the hall is being used, almost to capacity, that does mean we have had to decline several booking enquiries that would have had a great community appeal and allowed St Wilfrid’s to outreach to those who would not normally come to church or make use of the hall, including the pantry kitchen, food banks and other charitable and NHS-related events and initiatives. This has been flagged to the wardens and hall sub-committee, and thought is being given to how the hall may better work for us moving forward.

Some of the church activities that the hall has been used for in 2021 include the Summer BBQ, Harvest festival, Patronal lunch, and Christmas fayre, as well as regular coffee after church services on a Sunday.

Ad-hoc bookings for the hall in 2021 have been as follows:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
3	2	3	2	2	3	1	0	1	2	3	1

As we look ahead to 2022, we will be redesigning the website and adding to our Facebook site to make it easier for potential hirers to find information about the hall, hire charges and how to get in contact with us to book.

A handover of tasks and responsibilities from the previous hall sub-committee was completed in October 2021 and the management of the hall bookings, contracts, invoicing and maintenance is now managed from a central email address (stwilfridshall@hotmail.com). We would like to thank the previous team of volunteers who looked after and managed the hall for the clear handover and continuing to point people in the right direction to the new process. Our regular hall hirers were all notified of the change to their daily contact person and did not experience any disruption to their invoicing or other enquiries.

Work has been completed to move all of the hall business online and recorded electronically, including a central email address for all enquiries, a central database of all ad-hoc hall bookings, and moving from cash payments to electronic payment only. This has enabled greater oversight for the treasurer, wardens and priest on hall bookings and finances.

The Quinquennial Report (2018) highlighted that work was needed to repair the church window frames and vestry door. This work had unfortunately been delayed due to finding a workman available to carry it out. Once found, the work was delayed due to Covid. The work at present is being delayed due to a decision to be made whether to replace the windows with double glazing in keeping with the church. This would be undertaken when applying for grants to configurate the church hall.

Spatial reordering of the church building and future projects

The PCC have agreed to explore the possibility of developing and enhancing the hall's capacity to generate a larger income, creating a more productive space for the church to engage with the community in its mission. This project is at the initial stages of consultation and appointments have been made of our inspecting architect, and the Archdeacon and Diocesan Advisory Committee (DAC) have been engaged.

Having been visited by the inspecting architect, he observed that the hall and church roofs will need to be replaced, also being evidenced by water leaking into the church. The church wardens have also identified that the heating system in the church will need updating due to its age and capability.

All other aspects of the building are meeting our current legal requirements. A new buildings and hall sub-committee has been appointed, and we would like to thank those who previously committed their time and effort into the maintenance of the fabric of the building.

Under the Deanery Planning Scheme, churches are asked to complete a Parish Audit. The objective is for churches to review their own governance and to develop a new Mission Action Plan.

St Wilfrid's had a Finance and Governance Audit conducted by the Diocese Parish Advisor, Helen James. Helen's report was issued to the PCC and discussed at the PCC meeting held in September. The meeting was attended by the Rural Dean, Martha Weatherill, and also by Helen James. Their attendance was to provide support in understanding the audit's intentions and to provide clarification of the information contained therein.

There was some disagreement of the report's findings by some PCC members, but the meeting ended with the acceptance of the resolution that 'the PCC accept the audit and its recommendations in full.' Subsequent to the meeting, 5 members of the PCC felt it necessary to tender their resignations. With the help of Helen James, the recommendations are in the process of being implemented.

Provision of pastoral care for people living in the parish

St Wilfrid's has a pastoral team, led by Jeanette Knott, in collaboration with Fr Stephen. Jeanette faithfully maintained oversight of this during lockdown, through phone calls and home visiting. As we continue to have Covid restrictions eased, this team is looking to re-establish itself. This team becomes ever more important as the congregation of St Wilfrid's becomes more aged and may come to rely more on the friendship and support this group offers.

Fr Stephen administered home communion throughout 2021 and completed a training day for members of the home communion team to be able to administer the sacrament. Further support and encouragement will be given to this group in 2022 to help them build in confidence in administering sacrament.

Fr Stephen continues to offer support for the bereaved members of the parish through home visits and ongoing friendship. St Wilfrid's continues to pray for the sick and deceased during our weekly act of worship. This is also done through our weekly communicated newsletter.

Provision of tangible support to the poor and needy

St Wilfrid's continues to be an active giver to several charities, including Stonepillow and Chichester Foodbank. We have monthly collections, and these charities are very grateful for our contributions. During our harvest festival, they received a bumper collection due to the generosity of the congregation.

Anne Hughes actively helped us campaign during Christian Aid Week, and we were able to make a generous donation to this charitable cause, something that the church has historically done and will continue to do in future.

A big 'thank you' to everyone at St Wilfrid's who gave generously to a retiring collection in Christian Aid Week which raised £700. Additionally, a collection in two roads in the Parklands area (householders were asked to return envelopes to a specific address) raised the combined total to £1,486. In December, St Wilfrid's congregation responded to a winter appeal for the people of Afghanistan. Christian Aid wrote, 'Your wonderful gift of £107...will enable Christian Aid, through our local partners, to deliver life-saving support. Drought, conflict, and the Covid-19 pandemic have caused a disastrous rise in hunger in Afghanistan. In this freezing weather, more than 22 million women, men and children are struggling to survive. Your gift will enable us to support the most vulnerable people, including special nutrition packages to protect children and pregnant mothers.'

Other charitable giving

At this time St Wilfrid's is not financially in a position to support additional charitable causes, however, in future will seek opportunities as agreed by the PCC.

Special thanks and gratitude from Fr Stephen

In a year of blessing at St Wilfrid's, there has also been seasons of challenge and change. I arrived in February 2020 and would like to thank everyone who welcomed David and I with such warmth. It has been a blessing to see the church grow numerically over this time and to see a return to more normal activities after Covid restrictions were eased, particularly a return to regular acts of worship on Sunday including family service, our Wednesday congregation, junior church, and the return of fayres and other social events.

The vicarage has been well used during the last year and we welcomed our community to join us for tea, coffee and cake after the Wednesday service during the summer months; the summer BBQ, which was intended to be at the vicarage, but the classic British weather meant we upped sticks to the church hall; afternoon drinks and nibbles for potential Bishop Luffa young people and parents; and we were blessed with fine weather in September and the garden was used for the wake of Fr Maurice, which seemed only fitting after the long and committed service he gave to St Wilfrid's. Ending the year, we held a joyous Christmas dinner which was very well attended.

A particular challenge for us this year has been changes to the leadership team and structure. Sadly, we had a number of people who stepped back from the PCC and other roles and groups who had previously served St Wilfrid's faithfully for a number of years. I of course thank them for all they did, and I am fully aware the church we build today is on the foundations they laid. This led to great change for us as a church and a number of roles that became vacant were filled by people stepping up in a difficult time and have kept the church going. In particular, I would like to extend a special thanks to our churchwarden Mike Mower, who took up his post when we only had one church warden. Mike provided stability and insight and has brought many of his own life skills to the post. Having been baptised and confirmed during the summer of 2021, Lucy Vann has quickly become a pillar of support to St Wilfrid's and has been acting as PCC secretary since Autumn 2021 and has thrown herself into the role. Lucy brings her own set of skills and life experience, one of which, a complete blessing, is her editorial skills. David Stevens took on the role of managing the hall. During his time in this role, he has completely changed the way we manage bookings, take payments, and communicate with hall hirers. We now have a transparent and concise way of managing all generated incomes from hall hire. Terry Rhone has now become the chair of the building and hall sub-committee. Terry brings a wide range of skills having worked in the building industry for a number of years. Terry has also been involved in drawing initial concept ideas for the reordering of the hall.

Helen Dilling has successfully taken over as junior church lead from Catherine Warner. We thank Catherine for the 30 years' service she gave junior church. I am sure there are many adults today that remember Catherine's commitment to teaching the faith. A warm welcome to Helen, and our gratitude goes out to Helen, and all of the junior church volunteers, without whom junior church would not happen. The newly formed social and fundraising committee have thrown themselves in and in true British fashion have organised our tea rota, meaning we can enjoy post service refreshments and fellowship every week. Their first larger event, the Christmas fayre, was very well organised and attended and was a great success.

Sue Whitmore-Jones continues to be our treasurer. This year she has done an amazing job, updating our financial procedures, streamlining, bringing order and transparency, and I would like to offer her my thanks for her continued efforts and commitment for our church and community.

Finally, I would like to express my appreciation to Jo Simmons, our longest serving member of the PCC and dedicated church warden. Jo has such an obvious love for St Wilfrid's, and this is reflected in all she does, in supporting the priest and community. Jo continues to bring stability and was able to provide concise guidance in how a church needs to conduct itself in the middle of a pandemic. I thank Jo for all she has given in the years she has been to St Wilfrid's.

I look forward to working on partnership with all of our trustees and volunteers in 2022 as we continue to build God's church in Parklands.

Financial Review

The total receipts in 2021 were £74,113, which is an increase of just under £6,000 compared to 2020. The total paid on all funds within 2021 was £77,369, which is a decrease of £13,600 compared to 2020. This is detailed in the Financial Report.

Income

Donations and Legacies were similar to 2020. There was an increase in the Room/Hall hiring fees most likely due to hirers returning post pandemic. The proceeds from the winter fair came to £1,200.

The parish received a grant of £10,000 from the National Lottery to be put towards building works which has been added to the existing Building Works Restricted Fund.

Expenditure

The largest expenditure of the PCC in 2021 was the sum of £50,000 paid to the Diocese to cover ministry costs. This amount covers the housing, stipend, and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. As per the financial arrangements for clergy, the parish covers the council tax, water and phone expenses of the incumbent which amounted to £4,200.

There was no major expenditure on hall maintenance this year.

Summary

Given that 2021 was still a pandemic year, it was encouraging that we only suffered a small deficit in funds of just over £3,200.

RESERVES POLICY

It is PCC policy to maintain a balance on the general unrestricted funds which equates to at least six months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £27,224 does not achieve this, however, designated funds of £44,072 are still in hand and can be undesignated by the PCC, as necessary.

This designated fund is for the purpose of improvements to the church and hall buildings which are still being planned.

Structure, governance, and management of the charity

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

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

Ex Officio Members

Incumbent:	The Revd Stephen Mills	Chairman (from February 2021)
Churchwardens:	Mrs J Simmons	Vice Chairman
	Mr A Taylor	(until April 2021)
	Mr Mike Mower	(from June 2021)

Elected Members

	Mrs K Dimmock	(from April 2021 to October 2021)
	Mrs F Fox	(until October 2021)
	Mrs A Hamilton	
	Mrs J Horne	Secretary (until October 2021)
	Mrs G Joyner	(until April 2021)
	Mr C McKenna	(until October 2021)
	Mr M Mower	(until June 2021)
	Miss A Simmons	
	Mrs S Stevens	(from April 2021 to October 2021)
	Miss V Stevens	(until April 2021)
	Mrs C Taylor	(until May 2021)
	Mr D Terry	
	Mrs S Whitmore-Jones	Treasurer

Co-Opted Members

	Mrs V Larley	Lay Reader
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Deanery Synod Representatives

	Mr A Taylor	(until April 2021)
	Vacancy	
	Vacancy	

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

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

Fr Stephen Mills Mth

.....
Date.....10/03/2022.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Wilfrid's Church, Parklands

St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Registered Charity no. 1138423

For the year ended 31st December 2021

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Summary of Financial Receipts and Payments

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

	<i>Unrestricted</i>		<i>Restricted</i> <u>Fund/s</u>	<i>Endowed</i> <u>Fund/s</u>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<u>General</u> <u>Fund</u>	<u>Designated</u> <u>Funds</u>			<u>All Funds</u> <u>2021</u>	<u>All Funds</u> <u>2020</u>	
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	34,930	-	13,056	-	47,986	47,042	
Charitable activities	783	-	-	-	783	100	
Other trading activities	25,207	-	-	-	25,207	20,784	
Investments	137	-	-	-	137	277	
Other receipts	-	-	-	-	-	-	
Total received	61,057	-	13,056	-	74,113	68,203	
Expenditure on:					-		
Cost of raising funds	-	-	-	-	-	-	
Charitable costs	69,303	-	-	-	69,303	65,948	
Trading costs	7,148	-	60	-	7,208	25,020	
Other payments	857	-	-	-	857	-	
Total paid	77,309	-	60	-	77,369	90,968	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	- 16,252	-	12,996	-	- 3,256	- 22,765	
Transfers between funds			-	-	-	-	
Net movement in funds	- 16,252	-	12,996	-	- 3,256	- 22,765	
Bank accounts at 1 January	43,476	44,072	1,341	-	88,889	112,009	
Bank accounts at 31 December	27,224	44,072	14,337	-	85,633	89,244	A&L

Statement of Assets and Liabilities

Our financial position at the year-end was

	Unrestricted		Restricted	Endowed	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			Fund/s	Fund/s	
	£	£	£	£	£		
Assets:							
Church Deposit Account (Barclays)	438	-	-	-	438	438	
Church Deposit Account (Nationwide)	-	25,415	-	-	25,415	25,299	
Church Current Account No 1	22,247	18,657	14,337	-	55,241	19,676	
Church Hall Business Saver Account	1,532	-	-	-	1,532	1,532	
Church Hall Community Account	3,006	-	-	-	3,006	41,548	
Ladies Group	-	-	-	-	-	396	
Total bank and deposit accounts	27,223	44,072	14,337	-	85,632	88,889	R&P
Cash	-	-	-	-	-	119	
Total bank and deposit accounts	-	-	-	-	-	119	R&P
Gift Aid recoverable	1,076	-	-	-	1,076	1,539	
Wedding & Funeral Fees not yet received	199	-	-	-	199	-	13
Church Hall Debtors	-	-	-	-	-	1,244	
Debtors	1,275	-	-	-	1,275	2,783	
Fixed Interest Income Shares	744	-	-	-	744	611	
Investment assets at market value	744	-	-	-	744	611	
Total assets	29,243	44,072	14,337	-	87,652	92,401	
Liabilities:							
Unpresented Cheques at 31 December	-	-	-	-	-	1,423	
Unpresented payments	367	-	-	-	367	684	14
Church Hall rent held on account	-	-	-	-	-	439	
Total liabilities	367	-	-	-	367	2,546	

13. Received payment in February relating to funeral fees

14. Unpresented payments of Council Tax £367 (total for 2020: £3,673.53)

This Financial Report for the year ended 31st December 2021, including the notes following, was approved by the PCC, and signed on its behalf by The Revd Stephen Mills, PCC Chairman:

Fr Stephen Mills Mth

Date10/03/2022.....

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received						
	Unrestricted				Total	<i>Total</i>
	General	Designated	Restricted	Endowed	All Funds	<i>All Funds</i>
	Fund	Funds	Fund/s	Fund/s	2021	2020
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	17,490	-	-	-	17,490	23,965
Planned giving (no tax refunds)	3,745	-	-	-	3,745	5,270
One-off and adhoc donations	5,742	-	-	-	5,742	2,419
Special appeals		-	3,062	-	3,062	
Gift Aid recovered	6,553	-	-	-	6,553	6,538
Legacies	1,000	-	-	-	1,000	1,000
Grants	400	-	9,994	-	10,394	7,850
Donations and legacies	34,930	-	13,056	-	47,986	47,042
Fees for weddings & funerals	783	-	-	-	783	100
Charitable activities	783	-	-	-	783	100
Proceeds of events with trading/sales	1,214	-	-	-	1,214	109
Concert income	-	-	-	-	-	-
Small items sales (coffee/candles/Bible study notes etc)	147	-	-	-	147	770
Room/hall hiring fees	23,845	-	-	-	23,845	19,589
Restricted Funds (see Summary)	-	-	-	-	-	316
Other trading activities	25,207	-	-	-	25,207	20,784
Bank & CBF deposit interest	116	-	-	-	116	257
CBF investment fund dividend	21	-	-	-	21	20
Letting of investment property	-	-	-	-	-	
Investments	137	-	-	-	137	277
Other receipts	-				-	
Total received on all funds	61,057	-	13,056	-	74,113	68,203

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

Analysis of total paid:						
	Unrestricted				Total	Total
	General	Designated	Restricted	Endowed	All Funds	All Funds
	Fund	Funds	Fund/s	Fund/s	2021	2020
	£	£	£	£	£	£
Cost of fundraising activities/events	-	-	-	-	-	-
Other appeals expenses	-	-	-	-	-	-
Cost of raising funds	-	-	-	-	-	-
Charitable grants and donations	107	-	-	-	107	30
Parish share to Chichester Diocese	50,000	-	-	-	50,000	49,629
Salaries and honoraria incl NI	4,598	-	-	-	4,598	3,744
Clergy and other people's expenses	4,193	-	-	-	4,193	841
Sunday school/Children's work	203	-	-	-	203	185
Costs of church services	686	-	-	-	686	31
Printing & photocopying	197	-	-	-	197	427
Church utilities bills	1,081	-	-	-	1,081	1,129
Other regular church running costs	1,225	-	-	-	1,225	5,929
Church maintenance & redecoration	5,583	-	-	-	5,583	3,184
Churchyard upkeep	58	-	-	-	58	-
Major repairs	552	-	-	-	552	-
Insurance	821	-	-	-	821	818
Examiner's and other financial fees	-	-	-	-	-	-
Charitable costs	69,303	-	-	-	69,303	65,948
Cost of events with trading/sales	-	-	-	-	-	-
Church Hall adjustment o 2019 accounts	-	-	-	-	-	88
Hall maintenance & redecoration	244	-	-	-	244	10,079
Church Hall utilities	4,191	-	-	-	4,191	3,746
Church hall running costs (other)	2,609	-	60	-	2,669	2,979
Restricted Funds (see Summary)	-	-	-	-	-	8,128
Other trading costs	104	-	-	-	104	-
Trading costs	7,148	-	60	-	7,208	25,020
Other payments	857	-	-	-	857	-
Total paid on all funds	77,309	-	60	-	77,369	90,968

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

5. Payments to PCC employees:

Staff costs

	2021	2020
	£	£
Wages, salaries, and honoraria	4,598	3,742
Employer National Insurance	-	-
Employer pension contributions	-	-
	4,598	3,742

6. The PCC had one employee, a cleaner.

7. Payments were made to four people as reimbursement of expenses relating to running church services, providing first aid supplies and running Sunday school amounting to £608.11.

8. Fr Stephen Mills received reimbursement of expenses amounting to £4,608.01 including mobile phone and broadband, church supplies and purchase of a dishwasher for the church hall.

9. Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

Restricted funds are not invested permanently but are to be spent within reasonable timescales

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The summary of all funds appears on the next page

St Wilfrid's Church, Parklands registered charity number 1138423

Notes to the Financial Report

Statement of funds					
	Balances			Transfers,	Balances
	b/fwd			other gains	c/fwd
	1 Jan 2021	Income	Expenditure	and losses	31 Dec 2021
	£	£	£	£	£
Childrens Activities Fund	613	-	-	-	613
Flower Fund	350	-	-	60	290
Share and Care Fund	225	-	-	-	225
Homeless Lunch Fund	136	-	-	-	136
Pascal Candle Restricted Fund	17	-	-	-	17
Building Works Fund	-	13,056	-	-	13,056
Total of all restricted funds	1,341	13,056	-	60	14,337
Designated Church Building Fund	44,072	-	-	-	44,072
Total of all designated funds	44,072	-	-	-	44,072
General fund	28,131	-	-	-	28,131
Total of all unrestricted funds	28,131	-	-	-	28,131
Total funds	73,544	13,056	-	60	86,540

The flower fund holds a float amount of £114.13. This is in addition to the sum of £290 that is held in restricted funds.

10. Charitable grants/donations were made during the year to The Children's Society for the amount of £59.57.

11. The Vicar and Churchwardens are ex officio Trustees of the charity known as St Wilfrid's Parish Hall Trust; the other Trustees being appointed by Chichester City Council. The Charity number is 234376. In general terms the trust income is to be spent for the benefit of the inhabitants of the Parish including inhabitants who are not members of the Church of England. During this year, the trustees resolved to close the St Wilfrid's Parish Hall Trust and to transfer the assets to St Wilfrid's PCC.

12. Related Parties - Teddy Wilf's Nursery School is a nursery under the management of Megan Clark. Teddy Wilf's hires the church hall on a regular basis and in 2021 benefited from a discounted rate compared to fees charged to other hirers. Megan Clark is the daughter of Julie Horne, PCC member up to October 2021.

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2021

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Wilfrid's, Parklands, on the annual report for the year ended 31st December 2021 set out on pages 10 to 16

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 CAPITALS

Jennifer Hault

Date

22nd March 2022

Relevant professional qualification(s) or body
if any

FMAAT

Examiner's address

Evans Weir, 25 St Pancras, The Victoria, Chichester, PO19 7LT

Independent Examiner's Report to the PCC of St Wilfrid's Church, Parklands for the Year Ended 31st December 2021

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

Accounts

Trustees Annual Report and Annual Financial Report

The Parochial Church Council of
the Ecclesiastical Parish of

St Wilfrid's Church, Parklands, Chichester

Registered Charity no. 1138423

For the year ended 31st December 2020

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St Wilfrid's Church, Durnford Close, Chichester, PO19 3AG

Vicar: Fr Stephen Mills, 7 Durnford Close, Chichester, West Sussex, PO19 6AL

Independent Examiner: Jennifer Cozens MAAT, Evans Weir, The Victoria, 25 St Pancras, Chichester, PO19 7LT

Bankers: Barclays Bank PLC, 74 East Street, Chichester (PCC Account and Hall Account)

(The Ladies Group Account is held with Lloyds TSB PLC, 33 High Street, Bognor Regis)

ST WILFRID'S PAROCHIAL CHURCH COUNCIL

Trustees Annual Report for 2020

AIMS AND PURPOSES

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

The PCC has maintenance responsibilities for St Wilfrid's Church and Community Hall Complex, Durnford Close, Chichester, PO19 3AG, and contributed to some of the running costs of 37 Somerstown, Chichester during the first part of 2020. The Diocese is currently responsible for the Vicarage in Durnford Close, overseeing its demolition and the building of a new Vicarage, which is due to be completed in January 2021.

OBJECTIVES AND ACTIVITIES

At the beginning of 2020, the PCC agreed that this objectives for 2020 would be decided once Fr Neil Shaw had left the Parish at the end of March. However the Coronavirus pandemic then descended on the nation and with the first national lockdown imposed at the end of March, all services and activities had to be suspended. The PCC then focused on getting through the pandemic and managing the situation as it progressed.

The Hall continued to be popular, with regular bookings during the first quarter of the year, including Teddy Wilf's Nursery School, the Tuesday afternoon Bingo Club and Parklands Thursday Club. All of these were suspended as a result of the national lockdown in March, with Teddy Wilf's Nursery School re-opening at the end of June. Due to the restrictions in place, only three of our regular users returned to use the Hall during the second half of the year, until the new restrictions put in place at the beginning of November meant that they had to stop their activities again. At the end of 2020 everyone was waiting for the situation to improve and restrictions to be lifted in order to allow activities to resume again.

Our services and worship put our faith into practice through prayer, scripture, music and the sacraments. When services in Church had to stop, other ways of reaching our congregation and wider community had to be considered. Thanks to the internet, worship moved online, with worship being streamed on the St Wilfrid's Facebook page. The Bible Study Group continued to meet monthly, working through 'The Bible Course', until the restrictions meant this too had to stop.

The PCC has complied with its 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.

ACHIEVEMENTS AND PERFORMANCE

Church Attendance and Worship

At the end of 2020 there were 85 parishioners on the Church Electoral Roll, 39 of whom are not resident within the parish. This had reduced by one from the figure reported at the APCM in October, due to the death of a long-time member of our congregation. The average weekly attendance (adults and children), counted during October, was 54, but attendance throughout the year has been greatly reduced as a consequence of the Coronavirus pandemic and the restrictions we have all been living with. The weekday masses on Wednesday continued when allowed by the restrictions, but the Friday morning mass has been suspended since the initial lockdown in March.

Our Jubilate Services on the first Sunday of each month are especially aimed at families, and the children take an active part in the service, and these have continued when restrictions have allowed services to take place in Church.

Review of the Year

The full PCC met 5 times during the year with an average level of attendance of 80%. These meetings were a combination of in-person meetings and meetings held on Zoom due to the Coronavirus restrictions. The sub-groups of the PCC continued to meet during 2020, where possible, feeding back to the PCC meetings for discussion. If anyone is interested in joining any of the sub-groups, please speak to either Fr Stephen Mills or the Churchwardens.

2020 started much as any other year, with little hint of what was to come! Fr Neil Shaw announced at the service on Epiphany Sunday that he would be leaving St Wilfrid's at the end of March to take up his first parish at St James, Stamford (this was later delayed due to the pandemic, and he finally left at the beginning of June). The monthly 'Desert Island Discs' which had begun at the end of 2019, continued into the beginning of 2020, with Karen Crossley and finally Fr Neil, sharing something of their lives and music choices with us.

Following our traditional Ash Wednesday service, Victoria Larley organised and led a Lent Reflection Service on the first Sunday in Lent, which also involved members of our congregation. This was well received by all who attended it.

The Quiet Service and Bible Study Group continue for the beginning of the year, until the middle of March, when the advancing Coronavirus pandemic brought everything to a stop.

With Church services no longer able to be held, we had to look for new ways to keep in touch. Fr Neil managed to live stream some services from St Wilfrid's, before the Archbishops of Canterbury and York ordered churches to close. A weekly service sheet was then circulated to those members of the congregation we had email addresses for. Once Fr Neil left St Wilfrid's, we were very grateful that Fr Stephen Hoy took over this task and continued with it through the remainder of the year. Victoria Larley, ably assisted by husband Chris, started streaming acts of worship from their home to members of the St Wilfrid's Church Facebook Group. These were very gratefully received, and our thanks are extended to them both for all their efforts through the year.

With the church closed, Easter had a very different feel to normal. Victoria Larley live-streamed an Easter Songs of Praise from her home, and Holy Week Reflections, Fr Neil emailed out a daily sheet for Holy Week in addition to the Sunday one. An Easter Gardens competition was held over Facebook, with entrants uploading a photograph of their gardens.

As a way of keeping our social interactions going, Victoria also organised a Quiz Night, which was very well attended (again on Facebook) and enjoyed by quite a large number of our congregation.

The restrictions began to lift in July and the Church was re-opened for very different looking, socially-distanced services from the beginning of August. We were fortunate that in addition to Fr Simon Holland, Fr Stephen Hoy and Fr Paul Matthews were willing to assist in taking the Wednesday and Sunday services that we were able to hold. Victoria continued to live-stream the Sunday service to those people remaining at home. A welcome addition to the Church at this time was the new Audio-Visual system with screens which had been installed at the end of July. Our grateful thanks go to Felicity Fox for all her work involved in the procurement and installation of these which meant that the services could now be shown on the screens as we were unable to use service sheets due to the restrictions.

In September, we were able to celebrate with Victoria as she was Licensed as Reader of St Wilfrid's by The Venerable Luke Irvine-Capel Archdeacon of Chichester in a service at St Wilfrid's. This was the culmination of two years study, involving weekly trips to West Malling in Kent, and her contributions to our worship are greatly appreciated.

Following her Licensing, Victoria began a service of Evening Prayer on the first Monday of each Month. These were very peaceful and welcomed by those who attended them.

Junior Church was finally able to start again in October, with the children booking to attend, so that it could be run in accordance with the Coronavirus Guidance. This was brought to a halt with the second Lockdown in November, before resuming again in December.

November brought the news that a new priest was being considered for St Wilfrid's. This was to be a half-time post with the priest also being chaplain to Bishop Luffa School. The news was confirmed in December that Fr Stephen Mills would be coming to St Wilfrid's once the new Vicarage was completed, early in the New Year.

Due to the once again increasing numbers of Coronavirus cases, it was decided to move the Christmas Eve Crib and Christingle service online, which proved very popular. Thanks again go to Victoria Larley for organising this, and to Fr Stephen Hoy for providing the service material.

Christmas Eve also saw the wedding of two of the members of our congregation. Sarah and Simon had been due to get married at St Wilfrid's in January 2021, but in view of the worsening Coronavirus situation, decided to bring it forward and managed to make the arrangements for this to happen in just 24 hours! The story even made the local paper.

As 2020 came to a close, we were all looking forward to better things to come. With a new priest starting with us early in 2021, and the news of vaccines against Coronavirus having been approved, things were looking more positive, and so we could look forward, eventually, to life returning to something more approaching normality.

FINANCIAL REVIEW

The total receipts on general unrestricted funds received within 2020 were £60,273 which is a decrease of just over £28,000 compared to 2019. The total paid on all funds within 2020 was £82,946 which is an increase of £1,400 compared to 2019. This is detailed in the Financial Report.

Income

During 2020 there was an overall decrease within contributions and donations of nearly £12,500. The majority of this is due to a decrease in donations of £6,700 and the rest is made up of decreased planned giving of just over £3,200 and loose cash collections of over £2,500. Fortunately, we continue to benefit from the additional monies received under the Gift Aid Small Donations Scheme where in 2020 we were able to claim £6,500 Gift Aid on monies received from non-tax payers and collections.

Fundraising shows a decrease in income of £4,600 and also the Church Hall a reduction of nearly £9,100 in comparison to 2019.

Expenditure

The largest expenditure of the PCC in 2020 was the sum of £49,629 paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The Bishop of Chichester informed us in December that 2020 would be declared 'a Jubilee Year' and that the church did not have to repay any underpayments made on parish share during the year. This has saved the church £7,000.

Within the year the church received a grant of £7,850 to purchase audio visual equipment. In total the equipment needed cost £9,862 so the church had to fund the balance of £2,012.

There was no noteworthy large expenditure for the year.

Summary

Due to the national pandemic the church has obviously been unable to generate the budgeted level of income throughout the year. The church being unable to open for periods of time has resulted in the loss of the usual weekly collections and the usual fundraising activities could not take place.

RESERVES POLICY

It is PCC policy to maintain a balance on the general unrestricted funds which equates to at least six months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £43,831 achieved this.

The sum of £44,072 has been set aside in a designated fund so that sufficient funds can be accumulated for any future buildings works to improve and extend the church building. There was previously £55,000 set aside but due to the reduction in income for the year it is not possible to maintain that amount for 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

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

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

Ex Officio Members

Priest in Charge Parish Priest

Fr Simon Holland
Fr Neil Shaw (to June 2020)

Churchwardens

Mrs Jo Simmons Vice Chairman
Mrs Karen Dimmock (to October 2020)
Mr Adam Taylor (from October 2020)

Deanery Synod Representatives

Dr R Crossley (to October 2020)
Mrs S Stevens (to October 2020)
Mr A Taylor (from October 2020)

Elected Members

Mrs K Dimmock (to October 2020)
Miss S Dimmock (to October 2020)
Mrs F Fox
Mrs A Hamilton (from October 2020)
Mrs J Horne Secretary
Mrs G Joyner
Mr C McKenna (from October 2020)
Mr M Mower
Mr B Newton (to October 2020)
Mrs E Robinson (to October 2020) Treasurer
Miss A Simmons
Miss V Stevens
Mrs C Taylor (from October 2020)
Mr D Terry
Mrs C Warner
Mrs S Whitmore-Jones (from October 2020) Treasurer

Co-Opted Members

Mr C McKenna (to October 2020)
Mr A Taylor (to October 2020)

Health & Safety Representative Mrs F Fox

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

This Trustees' Annual Report was
Approved by the PCC and signed on their behalf by
Fr Stephen Mills, PCC Chairman

.....

Date

PAROCHIAL CHURCH COUNCIL OF ST WILFRID, CHICHESTER
 Receipts and Payments Summary of Financial Activities

Analysis of total received:	Unrestricted			Total	Total	Notes
	General	Designated	Restricted	All Funds	All Funds	
	Fund	Fund	Funds	2020	2019	
	£	£	£	£	£	
Income from:						
Donations and legacies	39,192	0	0	39,192	52,452	
Other trading activities	20,704	0	7,930	28,634	35,711	
Investments	277	0	0	277	159	
Other receipts	100	0	0	100	295	
Total received	60,273	0	7,930	68,203	88,617	
Expenditure on:						
Raising funds	0	0	0	0	145	
Charitable Activities	51,836	10,928	0	62,764	66,820	
Other Payments	20,182	0	8,022	28,204	15,035	
Total paid	72,018	10,928	8,022	90,968	82,000	
Reconciliation of funds:						
Net income or (net expenditure)	-11,745	-10,928	-92	-22,765	6,617	
Transfers between funds	0	0	0	0	0	
Net movement in funds	-11,745	-10,928	-92	-22,765	6,617	
Bank accounts at 01 January 2020	55,576	55,000	1,433	112,009		
Bank accounts at 31 December 2020	43,831	44,072	1,341	89,244		

PAROCHIAL CHURCH COUNCIL OF ST WILFRID, CHICHESTER
STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2020

	Unrestricted			Total	Total	Notes
	General	Designated	Restricted	All Funds	All Funds	
	Fund	Fund	Funds	2020	2019	
	£	£	£	£	£	
Assets:						
Church Deposit Account (Barclays)	0	438	0	438	438	
Church Deposit Account (Nationwide)	0	25,299	0	25,299	40,049	
Church Current Account No 1	0	18,335	1,341	19,676	28,712	
Church Hall Business Saver Account	1,532	-	0	1,532	1,530	
Church Hall Community Account	41,548	-	0	41,548	47,449	
Ladies Group	396	0	0	396	231	
Bank Accounts	43,476	44,072	1,341	88,889	118,409	9
Flower Fund	119			119	48	
Ladies Group	0			0	106	
Cash	119	0	0	119	154	
470 Central Board of Finance				0		
Fixed Interest Income Shares	611			611	776	8
Investments assets at market value	611	0	0	611	776	
HMRC Gift Aid to 31 Dec 2020	1,539	0	0	1,539	2,191	10
Church Hall Debtors	1,244			1,244	1,649	
Debtors	2,783	0	0	2,783	3,840	
Total assets	46,989	44,072	1,341	92,401	123,179	
Liabilities: (due for payment 2021)						
Unpresented Cheques at 31 December 2020	1,423	0	0	1,423	1,822	
Church Hall unpresented payments	684			684	6,381	
Church Hall Rent held on account	439			439	0	
Total Liabilities	2,546	0	0	2,546	8,203	

This Financial Report for the year ended 31 December 2020, including the notes following,
was approved by the PCC and signed on its behalf by
Fr Stephen Mills - Chairman of PCC

.....

Date

PAROCHIAL CHURCH COUNCIL OF ST WILFRID, CHICHESTER
NOTES TO THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

- 1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- 2 The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities. Movable church furnishings held by the Church Wardens on special trust for the PCC which require a faculty for disposal. Other fixtures, fittings and office furniture where the PCC is free to dispose of such assets without faculty.

3 Analysis of total received:	Unrestricted			Total	Total	Notes
	General	Designated	Restricted	All Funds	All Funds	
	Fund	Building Fund	Funds	2020	2019	
	£	£	£	£	£	
Planned giving (excl tax refunds)	23,965	0	0	23,965	28,612	
Planned giving (no tax refunds)	5,270	0	0	5,270	3,860	
Loose cash collections	2,192	0	0	2,192	4,734	
Gift Aid recovered	6,538	0	0	6,538	8,307	
Donations	227	0	0	227	6,938	
Legacies	1,000	0	0	1,000	0	4
Specific Charitable Collections	0	0	0	0	0	6
Donations and legacies	39,192	0	0	39,192	52,452	
Fundraising Events	109	0	0	109	4,736	
Flower Fund (Cash Fund)	160	0	0	160	231	
Ladies Group (Separate Bank Account)	76	0	0	76	300	
Homeless Lunch - Restricted Fund	0	0	0	0	303	
Share & Care - Restricted Fund	0	0	0	0	0	
Flower Fund - Restricted Fund	0	0	0	0	0	
Paschal Candle - Restricted Fund	0	0	80	80	0	
Audio Visual - Restricted Fund	0	0	7,850	7,850	0	
Church Hall - lettings & other income	19,589	0	0	19,589	28,660	
Children's Activities Fund	0	0	0	0	0	
Newsletter Advertising Sales	0	0	0	0	715	
Sundry Income (candles, coffee, sundry inc)	770	0	0	770	767	
Trading Activities	20,704	0	7,930	28,634	35,712	
Bank interest	257	0	0	257	108	
Dividends	20	0	0	20	51	
Investments	277	0	0	277	159	
Fees for weddings and funerals (retained by St. Wilfrid)	100	0	0	100	295	5
Other Receipts	0	0	0	0	0	
Total Received on all funds	60,273	0	7,930	68,203	88,618	

- 4 A legacy of £1,000 was received in 2020.

PAROCHIAL CHURCH COUNCIL OF ST WILFRID, CHICHESTER
NOTES TO THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

5	Analysis of total paid:	Unrestricted			Total	Total	Notes
		General	Designated	Restricted	All Funds	All Funds	
		Fund	Fund	Funds	2020	2019	
		£	£	£	£	£	
	Fundraising Event expenses	0	0	0	0	145	
	Raising Funds	0	0	0	0	145	
	Charitable grants and donations	30	0	0	30	30	6
	Parish Share to Chichester Diocese	38,701	10,928	0	49,629	54,477	7
	Clergy expenses and housing costs	841	0	0	841	2,778	
	Church lighting, heating and water costs	1,129	0	0	1,129	753	
	Church Insurance	818	0	0	818	805	
	Cost of materials for worship	31	0	0	31	609	
	Junior Church/childrens' work	117	0	0	117	140	
	Newsletter & Printing costs	226	0	0	226	807	
	Stationery	68	0	0	68	150	
	Photocopying costs	201	0	0	201	249	
	Other Church running costs	5,929	0	0	5,929	2,280	
	Fees paid to Chichester Diocese	0	0	0	0	0	5
	Church Hall salary costs inc NI	3,744	0	0	3,744	3,742	
	Charitable Activities	51,836	10,928	0	62,764	66,820	
	Church & Church Hall maintenance and redecoration	13,263	0	0	13,263	822	
	Church Hall cleaning materials	444	0	0	444	1,069	
	Church Hall lighting, heating, water, bins	3,746	0	0	3,746	5,021	
	Church Hall I'net, Stry, Sundries, Windows	2,534	0	0	2,534	1,110	
	Church Hall Adjustment to 2019 figures	88	0	0	88	0	
	Flower Fund (Cash Fund)	89	0	0	89	226	
	Ladies Group	17	0	0	17	332	
	Share and Care - Restricted Fund	0	0	0	0	87	
	Homeless Lunch - Restricted Fund	0	0	59	59	108	
	Flower Fund - Restricted Fund	0	0	50	50	108	
	Paschal Candle - Restricted Fund	0	0	63	63	108	
	Audio Visual - Restricted Fund	0	0	7,850	7,850	108	
	Payment transfer from Hall to Church	0	0	0	0	6,000	
	Other Payments	20,182	0	8,022	28,204	15,099	
					0	0	
	Total paid on all funds	72,018	10,928	8,022	90,968	82,064	

5 Funeral Fees payable to Chichester Diocese and Priest expenses are now accounted for outside of the main church account.

Funeral fees to diocese 1 Jan - 31 Dec 2020	336
Funeral expenses payable to priest 1 Jan - 31 Dec 2020	130

6 The following charitable grants/donations were made during the year (these are accounted for outside of the main church account)

Childrens Society	14.00
USPG	28.00
	<u>£ 42.00</u>

7 The Parish Share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry amounts to £ 49,629 for 2020.

8 The PCC holds 470 Central Board of Finance Fixed Interest Income Shares.

9 The restricted funds represent accumulated donations to the Flower Fund, Homeless Lunch, Share & Care Fund, Pascal Candle, AV Equipment and Childrens' Activities Fund.

10 Gift Aid is recoverable on donations received up to year end, since the last claim was submitted in January 2021 covering donations to 31 December 2020.

11 The Vicar and Churchwardens are ex officio Trustees of the charity known as St Wilfrid's Parish Hall Trust, the other Trustees being appointed by Chichester City Council. The Charity number is 234376. In general terms the trust income is to be spent for the benefit of the inhabitants of the Parish including inhabitants who are not members of the Church of England.

12 There have been no transactions with persons related to PCC members during the year.

PAROCHIAL CHURCH COUNCIL OF ST WILFRID, CHICHESTER
 NOTES TO THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

13	Statement of Restricted and	Balances			Balances	
	Designated Funds	b/fwd			c/fwd	
		01 January 2020	Income	Expenditure	Transfers	31 December 2020
		£	£	£	£	£
	Restricted Funds					
	Childrens Activities Fund	613	0	0	0	613
	Flower Fund	400	0	50	0	350
	Share and Care Fund	225	0	0	0	225
	Homeless Lunch Fund	195	0	59	0	136
	Pascal Candle Restricted Fund	0	80	63	0	17
	AV Equipment Restricted Fund	0	7,850	7,850	0	0
		1,433	7,930	8,022	0	1,341
	Designated Building Fund					
	Designated Church Building Fund	55,000	0	10,928	0	44,072
	Total Funds	56,433	7,930	18,950	0	45,413

INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST. WILFRID'S CHURCH CHICHESTER

This report on the financial statements of the PCC for the year ended 31 December 2020, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144 of the Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of this report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statements 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;
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

JHoult

(Signed).....

Jennifer Hoult MAAT
Evans Weir
Chartered Accountants
The Victoria
25 St. Pancras
Chichester
West Sussex
PO19 7LT



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
PCC of St. Wilfrids Church Chichester

On accounts for the year ended

31st December 2020

Charity no (if any)

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended D31/12/2020YY.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:

J Hoult

Date:

16/02/2021

Name:

Jenny Hoult

Relevant professional qualification(s) or body

FMAAT

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.